

**CONSTITUTION Of Black Student Union
CALIFORNIA STATE UNIVERSITY, LONG BEACH (CSULB)**

Article I. Name of Organization: The name of this organization shall be the Black Student Union, commonly known as B.S.U.

Article II. Statement of Purpose:

Section 1. The purpose of the Black Student Union is to educate, cultivate, mentor, and nurture students in African-centered worldview and Africana perspective; by promoting Black-oriented methodologies, practices, and political views; teaching the rich history of Africa, the Diaspora, and Black people in America, Africa, and throughout the Diaspora. It is our mission, that students and members, develop an appreciation for Afrikan and Black identity and culture. Furthermore, the **SEVEN** guiding and core principles continued function and purpose of the Black Student Union, based in the foundation and tradition of the organization, are dedicated to the following:

- To recruit, advocate, and retain Black students.
- To increase the opportunities of Black students for self-development.
- To increase the opportunities of Black students for collective empowerment.
- To challenge, resist, and struggle against unjust university policies, acts, ideas, faculty, staff, and administration that oppress and restrict Black students.
- To cultivate a spirit and practice of Black solidarity and empowerment on campus and beyond.
- To host political rallies, demonstrations, protests, and events consistent with our political ideology of Black Nationalism and Pan-Africanism. We encourage political education through members, supporters, and allies on campus and in the community.
- To maintain a healthy and ongoing relationship of support for the Black/Africana/African American Studies Department on campus, as well as other Black organizations on campus.

Section 2. To promote ethical leadership and academic achievement, and to cultivate civic responsibility.

- Section 3.** To provide the students opportunities for association and interaction with the faculty, staff and administration of CSULB and with the members of the community.

Article III. Authority:

- Section 1.** This organization is a recognized student organization at California State University, Long Beach and adheres to all campus policies as set forth in the CSULB Campus Regulations Handbook (www.csulb.edu/regs).
- Section 2.** This organization is affiliated, a campus-member, and in full support of the Afrikan Black Coalition (<http://afrikanblackcoalition.org/>).
- Section 3.** This organization may establish Standing Rules to govern administrative and procedural matters (such as time and location of meetings, etc.). Standing Rules shall not conflict with these constitution and bylaws. Standing Rules may be adopted, amended, or temporarily suspended by a majority vote present at an organization meeting where a quorum is present (advance notice is not required).
- Section 4.** The rules contained in the most recent version of *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority for this organization and shall govern in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

Article IV. Membership:

- Section 1.** Eligibility for membership or appointed or elected student officer positions shall not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity/expression, marital status veteran status, citizenship, sexual orientation, or disability. The organization shall have no rules or policies that discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity/expression, marital status veteran status, citizenship, sexual orientation, or disability.
- Section 2.** Membership in the organization shall be open to all those regularly-enrolled CSULB students who are interested in membership. Each regular member has equal rights and privileges.

- Section 3.** By California State University policy, no more than 20 percent of the membership shall be individuals who are not CSULB students (e.g., faculty, staff, community members, students at other colleges, etc.). Such members have all membership privileges except for the right to vote or hold office.
- Section 4.** For the organization to be recognized by CSULB a minimum of five (5) matriculated CSULB students (who are currently enrolled in at least one class) need to be regular members.
- Section 5.** Members shall be required to pay dues as voted by the membership.

Article V. Officers:

- Section 1.** The elected officers of the Executive Board shall be the: President, External Vice-President, Internal Vice-President, Financial Director Communications Director. All positions not filled during the BSU Election, will serve as appointed positions at the discretion of the elected BSU officers.

- Section 2.** Qualifications necessary to hold office in this organization are as follows:

To be eligible for and to hold office, candidates must meet the requirements of CSU's policy on minimum academic qualifications for student office holders for major and minor student officers or representatives that is found at (www.csulb.edu/regs).

A candidate for office must be carrying a minimum of six (6) undergraduate units or three (3) graduate units of regular university credit per semester at CSULB.

All student representatives must be matriculated at the university, maintaining a minimum overall, on-campus cumulative 2.5 grade point average (GPA) at all times, and a 2.5 GPA in every semester while in office, and in the semester prior to running for office, and not be on probation of any kind.

Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate or

credential objective, whichever is greater. Students holding over that number of units will no longer be eligible.

Article VI. Meetings:

- Section 1.** Regular meetings shall be scheduled at least bi-weekly during the academic year.
- Section 2.** Special meetings may be called by the President or a member. All members must be given a minimum of 48 hours notice, weekends and holidays excluded, prior to the meeting time.
- Section 3.** Business cannot be conducted unless quorum of the membership is present.

Article VII. Executive Board:

- Section 1.** The elected officers shall constitute the executive board of the organization and each shall have one vote. The advisor(s) shall be ex-officio, non-voting members.
- Section 2.** The Executive Board shall meet no less than once a month during the academic year. Meetings of the board shall be open to any member.
- Section 3.** Approval by the President and the Financial Director is needed for all disbursements of \$250.00 or less, which are not first brought before the organization for approval. Expenditures in excess of \$250 must have majority approval of the organization.
- Section 4.** The Executive Board shall serve as a planning committee.

Article VIII. Succession of Officers:

- Section 1.** In the event of permanent incapacitation, resignation, or removal from office, the line of temporary succession shall be as follows: President, External Vice-President, Internal Vice-President, Financial Director Communications Director. In the event that none are qualified or able to fulfill these five executive board positions, a special election shall be organized by the BSU faculty advisor with the help of alumni and previous leaders of the Black Student Union.

Section 2. Upon the vacancy of any office, a new candidate will be appointed or elected at the next general body meeting or executive board meeting. This is decided at the discretion of elected BSU leaders.

Article IX.

Hazing Prohibition:

This organization shall prohibit all members and officers from engaging in hazing or committing any act that injures, degrades or disgraces any fellow student.

Section 48900 of the Education Code

SEC. 4. Section 245.6 is added to the Penal Code, to read:

245.6. (a) It shall be unlawful to engage in hazing, as defined in this section.

(b) "Hazing" means any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state. The term "hazing" does not include customary athletic events or school-sanctioned events.

(c) A violation of this section that does not result in serious bodily injury is a misdemeanor, punishable by a fine of not less than one hundred dollars (\$100), nor more than five thousand dollars (\$5,000), or imprisonment in the county jail for not more than one year, or both.

(d) Any person who personally engages in hazing that results in death or serious bodily injury as defined in paragraph (4) of subdivision (f) of Section 243 of the Penal Code, is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in county jail not exceeding one year, or by imprisonment in the state prison.

(e) The person against whom the hazing is directed may commence a civil action for injury or damages. The action may be brought against any participants in the hazing, or any organization to which the student is seeking membership whose agents, directors, trustees, managers, or officers authorized, requested, commanded, participated in, or ratified the hazing.

(f) Prosecution under this section shall not prohibit prosecution under any other provision of law.

SEC. 5. This act shall be known and may be cited as "Matt's Law" in memory of Matthew William Carrington, who died on February 2, 2005, as a result of hazing.

Article X.

Discipline of Members

- Section 1** This organization shall comply with Title 5, Section 41301, Student Conduct Code.
- Section 2** All complaints alleging violations of the Student Conduct Code, Title 5, section 41301, et seq., shall be investigated pursuant to Executive Order 1073 and/or 1074 (in cases involving allegations of unlawful discrimination, harassment or retaliation based on protected status). Investigations and other proceedings under Executive Orders 1073 and 1074 shall be conducted by campus administration, not student organizations, and this organization shall refer any complaints alleging subject matters covered by Executive Orders 1073 and 1074 to the Office of Judicial Affairs.
- Section 3** Complaints may also be brought to the attention of the Executive Board or the Office of Judicial Affairs. A written charge may be filed with the Executive Board or the Office of Judicial Affairs. The Executive Board or the Office of Judicial Affairs shall review the charges and may conduct a preliminary investigation if deemed appropriate. If the preliminary investigation concludes that misconduct appears to have occurred, the Executive Board or the Office of Judicial Affairs shall conduct a hearing on the matter. The member alleged to have engaged in the misconduct shall be given at least 72 hours notice of the hearing and be given an opportunity to present a defense. By a majority vote, the Executive Board or the Office of Judicial Affairs shall determine whether misconduct occurred. If it determines that misconduct did occur, the Executive Board or the Office of Judicial Affairs shall prepare a report to the membership of its findings and recommended sanctions, which may include expulsion, suspension, or lesser sanction(s) including, but not limited to, a reprimand, removal from office, a fine or corrective remedies.
- Section 4** The membership shall review the hearing report in executive session, and the member accused of misconduct shall have an opportunity to rebut the information in the report. After providing a statement to the membership, the member accused of misconduct shall leave the room for the remainder of the deliberations.
- Section 5** The membership shall vote first on whether the member has engaged in misconduct. If by a two-thirds vote, the membership determines that misconduct has occurred, the membership shall then by a two-thirds vote, determine appropriate sanction(s). The accused member shall be immediately notified of the outcome.

Section 6 By a two-thirds vote, the membership may reinstate a member who has been suspended or expelled.

Article XI. Method to Amend and Renew the Constitution:

Section 1. Proposed constitutional amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.

Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

Section 3. Approval by the University is needed to change the constitution.

Section 4. Constitutions must be renewed with the University every 5 years.

**BYLAWS OF Black Student Union
CALIFORNIA STATE UNIVERSITY, LONG BEACH (CSULB)**

Bylaw I. Membership:

Section 1. There shall be two types of membership in the organization: regular and honorary.

Section 2. Any person becomes a member of the Black Student Union by completing a membership form, paying dues, and showing verification of CSULB student status. These documents must be submitted and recorded by the External Vice President and Membership Development Coordinating Committee before any individuals' membership is official.

Section 3. Any member of the CSULB faculty and staff who has rendered outstanding service to the organization may be conferred with honorary membership by receiving a majority vote of the organization. Honorary members are ex-officio.

Bylaw II. Dues:

Dues shall be voted on by the membership.

Bylaw III. Officers:

Section 1. The President of the Black Student Union develops, maintains, and implements the mission and vision of the Black Student Union with strategy, intent, and clarity. The President directly manages and supports the external and internal Vice President, and Finance Officer, while also providing general support for the entire board. The President is responsible for the health, well-being, and development of the Black community on campus politically, economically, socially, and academically. The President is responsible for ensuring the organization gets things done. The President responsibilities include, but are not limited to:

- **Facilitation of BSU Board meetings.**
- **Development of General Body Meetings.**
- **Representation of BSU in meetings with administration, staff, faculty, and supporters.**
- **Ensuring compliance to the constitution of BSU.**
- **Calling emergency community meetings and townhalls.**
- **Maintenance of integrity, character, and proper representation of BSU.**
- **Ensure the cohesion of the BSU Executive Board.**
- **Ensure that BSU budget is balanced or positive at all times.**
- **Attend ABC Central Committee Meetings.**

Section 2. The External Vice President (EVP) cultivates the external relationships, alliances, and perception of the Black Student Union. The EVP manages the Outreach Coordinating Committee Director and Justice Coordinating Committee. The EVP is the keystone of political education on campus and informs the campus community of events directly impacting the Black community, on campus, locally, nationally, and globally. The EVP must understand and assess the needs of Black students and address them through necessary and creative methods. The EVP develops the BSU's political strategy in collaboration with the President. The EVP responsibilities include, but are not limited to:

- **Implementing and hosting two political education seminars each semester.**
- **Hosting Annual Black Political Debate**
- **Planning Actions and Demonstrations with the President**
- **Implementing Annual ABC Campaign on campus**

Section 3. The Internal Vice President (IVP) assists the President in the areas of staff development, visioning, strategic planning,

troubleshooting, and developing effective organizational systems. In addition, the Internal Vice President initiates, maintains, and develops the Black Leadership Council, its function, its meetings, and the fulfillment of its purpose. The IVP assists the President in developing board comfortability, cohesion, and culture. Lastly, the IVP maintains the Leadership Development Committee, as well as the Academic Excellence Committee. The IVP responsibilities include, but are not limited to:

- Establishing, developing, and maintaining Black Leadership Council
- Planning of Black Leadership Council Meetings
- Coordinating a community calendar
- Document and track the progress of stated annual BSU goals
- Coordinating the evaluation of BSU Executives, Caucus, and interns
- Managing BSU Intern program
- Assisting BSU President and keeping morale amongst Executive Board high and consistent.

Section 4. The Financial Director (FD) shall work directly with the President to ensure BSU's financial progress, stability, and independence. The FD will develop financial strategies, metrics tied to that strategy, and create a system of financial management for the organization. The Finance Director shall oversee fundraisers, grant applications, and all other forms of monetary acquisition. The FD shall maintain accurate records of all accounts and prevent insolvency. The Finance director reports directly to the President and receive additional guidance, support, and instruction from the Chief Financial Officer for the Afrikan Black Coalition. The responsibilities of the Finance Director include, but are not limited to:

- **Grant Writing**
- **Fundraisers**
- **Maintaining accurate records for the organization**
- **Fulfilling all payment obligations on time**
- **Annual Finance Reports**
- **Ensuring all BSU member expenses are properly reimbursed**
- **Assist in developing budget proposals for events**
- **Coordinate BSU annual budget in collaboration with the, EVP, IVP and President.**

Section 5. The Communications Director (CD) oversees all external and internal communications including but not limited to news media, online visibility, social media presence, historical research and record keeping and publishing. The Communication Director also serves as a secretary throughout Executive Board Meetings and regular General Body Meeting. The Communications Director is responsible for the development of BSU's communications infrastructure and delivery. The Communications Director reports directly to the Black Student Union's External Vice President and will receive additional support, oversight, and assistance from the Afrikan Black Coalition's Office of the Communications. The responsibilities of the Communications Director include, but are not limited to:

- **Liaising between BSU and news media entities.**
- **Managing BSU Email Newsletter.**
- **Maintenance of BSU Website.**
- **Facilitate the production of all publicity materials (i.e. flyers, ads, posters, etc).**
- **Manage all BSU Social Media accounts.**
- **Coordinating and implementing a publicity plan whose purpose is to create a positive public image for the BSU.**

Section 11. In the event that an elected officer is unable to fulfill his/her term of office, there shall be an election to fill the vacancy at the next regular meeting or at a special meeting. Any eligible member, including those already holding office, may be nominated for a vacant office. However, an executive officer may hold only one position at a time.

Section 12. Officers may be recalled from office for cause. To initiate a recall election, a petition signed by one-third of the voting membership must be submitted at a regular meeting and a recall vote shall be taken at the next regular meeting. The officer subject to recall shall be given written notice of the recall at least 72 hours prior to the meeting at which the recall vote will be held and shall be given an opportunity to provide a defense. A two-thirds vote is required to remove an officer.

Section 13. Any member may be suspended or expelled from the organization for conduct contrary to the constitution of the organization or for conduct that grossly impairs the rights of the members to enjoy the benefits of the organization. The offense must be in submitted writing by a member. After the offense has been submitted to the

organization, the offending member shall have the right to a hearing before the organization at a regular meeting and may be suspended or expelled only upon the affirmative vote of three-fourths of the voting members present. The offending member has the right to appeal an adverse decision at a regular meeting, and such offending members shall be reinstated unless the suspension or expulsion is again approved by a three-fourths vote.

Section 14. Officers shall assume office on the next day following their election. The term of office for the officers of the organization shall be for two semesters. No officer is allowed to hold the same office for more than four terms.

Bylaw IV. Advisors:

Section 1. There shall be at least one advisor from the faculty or professional staff of CSULB elected by the organization.

Section 2. The organization shall elect an individual employed as a faculty or staff member at CSULB to serve as the university advisor to this organization. Auxiliary staff and student assistants are not eligible to serve as advisors. The advisor shall fulfill the responsibilities specified in the Faculty/Staff Advisor Acceptance of Responsibility Form. Advisors shall serve on an academic year basis or until their successor has been selected.

Section 3. The advisors shall serve a term of one year and will be elected at the same time as the officers of the organization.

Section 4. The advisor(s) shall be ex-officio, non-voting member(s).

Bylaw V. Standing and Ad Hoc Committees:

Section 1 The organization may have the following standing committees: Justice Coordinating,, Research Coordinating, Outreach Coordinating, Leadership Development Coordinating, Academic Excellence Coordinating, Social Media, Technology, & Arts Coordinating. The implementation of these committees are to the discretion of the BSU Executive Board.

Section 2 The duties of each of Standing Committees are as follows: The **Justice Committee** will be responsible for addressing any issues that negatively impact BSU members on campus as well as the local black community. The **Research Committee** will be responsible for searching for and compiling critical research and

articles that pertain to people of African descent. They will also work to develop, gather information, and maintains an accurate historical picture of the Black Student Union on campus. One of the tasks of this committee is to develop an annual BSU Scrapbook. The **Outreach Coordinating Committee** will be responsible for increasing the membership of the organization by making CSULB students aware of BSU, maintaining sign-in sheets, and creating a welcoming atmosphere at BSU meetings/events. They will also help the Executive Board in maintaining a supportive relationship with BSU alumni and supportive community members, black businesses, and overall resources. The **Leadership Development Committee** will be responsible for searching for and making BSU members aware of employment and scholarship opportunities on campus and throughout the community. The **Academic Excellence Coordinating Committee** will be responsible for organizing and hosting academic events such as study jams, resume writing workshops, and graduate school panels. The **Social Media, Technology, & Arts Coordinating Committee** will be responsible for organizing and hosting social events such as the Back To School Mixer, Black Pride Poolside, and movie outings. They also will be responsible for BSU's facebook, twitter, instagram, youtube, and any other technological account. Lastly they will also be responsible for creating all banners, fliers, promotional handouts for the organization, and memorabilia.

- Section 3** The Executive Board shall have the authority to establish ad hoc committees as may be necessary from time to time to carry out the work of the organization, as well as the tasks needed to be fulfilled.
- Section 4** The Executive Board shall appoint the chairpersons and members of all committees.

Bylaw VI.

Quorum:

- Section 1.** The percentage of members that constitutes a quorum shall be fifty percent plus one.
- Section 2.** In voting, a majority shall consist of more than fifty percent of those voting.
- Section 3.** There must be a quorum in order for any official vote or election to occur.

Bylaw VII.

Elections:

- Section 1.** Elections will be held once a year. Date of election to be established by the organization. Each elected officer shall serve for two semesters, and is eligible to run again if they meet all of the requirements listed within the Constitution. The limit of terms per each BSU Executive Board position is **four terms**.
- Section 2.** At least one week's (7 days prior) notice shall be provided for any meeting at which a regular election is to be held.
- Section 3.** Nominations for officers shall be made at the regular meeting immediately preceding the election. Nominations may also be made from the floor immediately prior to the election for each office. Members may nominate themselves for an office.
- Section 4.** During the elections, eligible voting members will be allowed to cast only one ballot per category of office. Three members from the current Executive Board or Committee Chairs (only if not running for another elected position) will count the ballots immediately after all voting members have casted their ballots for each category. The ballots are to be counted on campus in the same room as the held election and the results are to be stated immediately following the counting of the ballots.
- Section 5.** A majority of members of the organization shall constitute a quorum for an election.
- Section 6.** A majority of all votes cast in the election shall be necessary to elect. If no candidate receives a majority, a run-off election shall be held between the two candidates receiving the largest number of votes.

Bylaw VIII. Method to Amend and Renew the Bylaws:

- Section 1.** Proposed bylaw amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.
- Section 2.** Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.
- Section 3.** Approval by the University is needed to change the bylaws.
- Section 4.** Bylaws must be renewed with the University every 5 years.