

# *Constitution of the Tennessee College Republicans*

## ARTICLE I – Name, Mission, and Membership

### **Section 1**

The name of this organization shall be the Tennessee College Republican Committee, hereafter referred to as TNCR.

### **Section 2**

As an affiliate to the Tennessee Republican Party (TNGOP), TNCR shall strive to foster college student participation, with the following goals:

1. To aid in the election of Republican candidates at all levels of government;
2. To develop political skills and leadership ability among Republican students;
3. To foster political networking;
4. To provide an arena for students to express Republican beliefs; and
5. To act as an extension of the College Republican National Committee (CRNC) in the state of Tennessee.

### **Section 3**

An individual shall be considered a member of TNCR if he or she holds membership in a chartered TNCR campus chapter, as defined by the chapter's governing documents. TNCR officers shall be elected from TNCR statewide membership.

### **Section 4**

All College Republican chapters within the borders of the state of Tennessee seeking charter from the TNCR shall submit a list of officers, a list of members (including the members' phone numbers, email addresses, and graduation years), and a club constitution to the TNCR Regional Vice Chair as specified in the TNCR bylaws.

## ARTICLE II – The Board of Directors

### **Section 1**

The TNCR organization shall consist of a Board of Directors. The membership of the Board of Directors shall include the elected state officers and the chair/president of each chartered chapter (or each chapter's duly-appointed representative). The elected state officers shall serve as non-voting members, and the chapter chairs shall serve as voting members. Each chapter shall have one vote on the Board of Directors. The TNCR State Chairman shall chair the Board of Directors as a non-voting member, but will cast a vote in case of a tie on main motions (but not on procedural motions). The Board of Directors shall have the power to:

1. Approve and amend the annual budget by majority vote;

2. Impeach or remove any members of the Executive Committee by a 2/3rds vote of all chartered chapters, providing quorum is met, or with the notorized written consent of 2/3rds of the chartered chapter chairs;
3. Approve new member chapters for chartering by majority vote;
4. Approve or reject any nominees for elected vacancies on the Executive Committee or for the position of Parliamentarian;
5. Issue any reports, advisory resolutions, or recommendations as it may see fit for the proper functioning of TNCR as an organization.

## **Section 2**

The Board of Directors shall meet as convened by the State Chairman, but meetings must take place at least every three weeks, with at least one week of written or electronic notice given in advance. At all meetings of the Board of Directors, each chapter shall have one vote.

## **ARTICLE III – The Executive Committee**

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### **Section 1**

The TNCR organization shall also have an Executive Committee, in which shall be vested the responsibility for the organization in between meetings of the Board of Directors. The Executive Committee shall consist of the following elected state officers (which shall each have been a member of a chartered chapter for one academic year) and the following appointees:

State Chair

State Vice Chair

State Secretary

State Treasurer

State Public Relations Director

East Vice Chair

Middle Vice Chair

West Vice Chair

State Executive Director (Appointed by State Chair)

State Political Director (Appointed by State Chair)

State Membership Director (Appointed by State Chair)

State Fundraising Director (Appointed by State Treasurer)

Parliamentarian (Appointed by State Chair, Non-Voting)

### **Section 2**

Any chartered chapter chair or Board of Directors member (including elected state officers) may bring impeachment proceedings against any member of the Executive Committee. The process for removal of a member of the Executive Committee shall be specified in the TNCR bylaws.

### **Section 3**

Any assets financial or otherwise shall be managed by the State Chair of TNCR and the State Treasurer of TNCR. At no time shall only one officer hold power to manage

the TNCR's financial assets. If a purchase is over the amount of \$500.00, said purchase must have majority approval of the Board of Directors.

#### **Section 4**

No officer, in their official TNCR capacity shall publicly endorse any candidate running for an opposed Republican nomination. After the nomination has been decided, any officer or TNCR as an organization shall endorse that candidate in an official capacity. Any violation of this section shall be grounds for impeachment of any TNCR officers in violation, and shall be submitted to the Board of Directors.

#### **Section 5**

Any vacancy on the TNCR Executive Committee shall be filled by an appointment by the TNCR State Chair until the next Board of Directors meeting, when the Board shall elect a permanent replacement by majority vote if the vacancy was an elected officer. If the vacancy was the Parliamentarian, the State Chair shall nominate and Board confirm a replacement at the next Board of Directors meeting.

#### **Section 6**

The TNCR Executive Committee shall be required to meet at least twice each year.

### **ARTICLE IV – Meetings**

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#### **Section 1**

All meetings of the TNCR Board of Directors and Executive Committee shall require a quorum of three-fourths of members to conduct official business.

#### **Section 2**

The TNCR Board of Directors meetings shall follow the latest version of Roberts Rules of Order, Newly Revised (RONR).

#### **Section 3**

Special meetings of the Board of Directors or Executive Committee may be called by the State Chair, or by three members of either branch, subject to procedures in the state bylaws.

#### **Section 4**

Meetings of the TNCR Board of Directors and Executive Committee can be held either in person or on conference calls or through another venue approved by the majority of either body.

### **ARTICLE V – Proxy Voting, Bylaws, and Amendments**

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#### **Section 1**

At State Conventions, each chapter shall be allotted one delegate per every ten members. Chapter delegates may proxy their votes to another member of their chapter, but the chapter shall forfeit all of its delegate votes if none of its currently-enrolled members are present at the State Convention. All delegates present at state convention shall have full voting power for allotted delegates for their chapter.

**Section 2**

Members of the Board of Directors may proxy their votes to another member of the Board of Directors (this may be a representative of another chapter). A letter specifying the proxy action must be submitted to the entire State Board of Directors at least 24 hours in advance of the Board meeting to be considered valid. No chapter representative may hold more than one proxy, not including their vote in their own right.

**Section 3**

This constitution may be amended by a three-fourths vote of the delegates assembled at the TNCR annual convention or constitutional convention. Amendments should be submitted to the TNCR Board of Directors and Executive Committee at least one week in advance of the convention at which they will be voted upon.

**Section 4**

All meetings of TNCR shall be governed by Roberts' Rules of Order, 10<sup>th</sup> Ed, Newly Revised.

## *By-laws of the Tennessee College Republicans*

### ARTICLE I – Club Charters and Withdrawal

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#### **Section 1**

All campus clubs affiliating with the TNCR in seeking or renewing their TNCR charter status must submit the required list of officers, membership, and a club constitution to the specified regional Vice-Chair no later than September 30<sup>th</sup> of the fall semester and January 31<sup>st</sup> of the spring semester. The membership list shall be used to determine eligible delegates to the TNCR annual convention. If a campus club fails to re-charter in the above-specified time frame, the club shall be able to re-charter at the annual convention, but will not receive voting rights and may be subject to other penalties as specified by the Board of Directors.

#### **Section 2**

The TNCR Regional Vice-Chairs shall send a club charter affiliating the campus club officially with the TNCR upon receipt of a chartering request. Said charter shall expire at the end of the calendar year.

#### **Section 3**

If a chartered TNCR campus club chooses to withdraw from the TNCR, the campus chair must submit a letter and have the consent of the general membership. The members of the campus club's executive board must sign it as well as at least ten (10) general members.

### ARTICLE II – Sectional Division

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#### **Section 1**

Tennessee shall be divided into three regions to ensure statewide representation on the Executive Committee, and to facilitate communication between campuses. The regions are defined as follows:

1. The East region of Tennessee shall consist of all campuses included within and east of Pickett, Fentress, Cumberland, Bledsoe, Sequatchie, and Marion counties.
2. The Middle region of Tennessee shall consist of all campuses west of the east region and its border to the west shall consist of the following counties: Montgomery, Dickson, Hickman, Lewis, and Lawrence.
3. The West region of Tennessee shall consist of everything west of the middle region border that lies within Tennessee state lines.

## ARTICLE III – Duties of the Executive Committee Officers

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### **Section 1 [State Chair]**

The State Chair shall preside at all meetings and be responsible to facilitate all activities of the State Board of Directors and the State Executive Committee.

The State Chair shall be responsible for communications with the Tennessee Republican Party and the CRNC.

The State Chair shall appoint a Political Director and a Membership Recruitment Director to the TNCR Executive Committee.

The State Chair shall also serve as a voting delegate to the CRNC Convention and a delegate to the RNC convention or other conventions, as the rules of the TRP may specify. The State Chair may also appoint other delegates to the CRNC or other conventions in the absence of both the Chair and Vice Chair.

Special meetings of either the Board of Directors or Executive Committee may be called by the State Chair, or by at least three members of either body. Written notification of special meetings shall be postmarked at least two weeks prior to the meeting.

### **Section 2 [State Vice Chair]**

The State Vice Chair shall preside at meetings in the absence of the State Chair, and shall assist the State Chair in the administration of TNCR. The State Vice Chair shall also act as a voting delegate to the CRNC national convention and as an alternate to the RNC convention and other conventions, as the rules of the TRP may specify. In the event of a vacancy of the position of State Chair, the State Vice Chair will assume the position of State Chair for the remainder of the term.

### **Section 3 [State Secretary]**

The State Secretary shall be responsible for recording the minutes at all meetings of the TNCR Board of Directors and Executive Committee, and to keep all official records of membership and activities. All of these documents shall be made available no later than 3 days after official request from a TNCR member. In the absence of the State Secretary, the State Chairman shall appoint a secretary pro-tempore to record the minutes of the meetings. The State Secretary will also be responsible for notifying other members of the board of board meeting times and locations at least two weeks prior to the meeting, provided the meeting is not a special session.

### **Section 4 [State Treasurer]**

The State Treasurer shall keep all financial records and shall be responsible for all accounts payable and receivable, giving a detailed quarterly financial report to the chair and file all other reports that may be required by the board. The TNCR State Treasurer shall appoint a fundraising director for TNCR to be confirmed by a simple majority vote of the Board of Directors.

### **Section 5 [Public Relations Director]**

The Public Relations Director for the TNCR shall handle all media relations relating to and concerning the TNCR, including but not limited to, press conferences, press releases, media contact, etc., unless otherwise assigned. The Public Relations Director will also be in charge of putting forth TNCR related publications and letters approved by the board of directors.

### **Section 6 [Regional Vice Chairs]**

The Regional Vice-Chairs shall communicate with the campus clubs in their respective regions of the state. Regional Vice-Chairs shall assist all clubs and campuses in their assigned areas in the building membership and designating projects.

### **Section 7 [The Executive Director]**

The Executive Director shall assist the State Chair in supervising the appointed officers and administering TNCR. The Executive Director shall help prepare the annual budget for approval by the Board of Directors, and shall give periodic reports to the Board on the state of TNCR. Such reports shall not serve as substitute for reports from the State Chair.

### **Section 8 [Political Director]**

The Political Director for TNCR shall be appointed by the State Chair. The duties of the Political Director include coordinating with regional Vice-Chairs in preparing TNCR political events, organizing volunteer efforts for campaigns and serving as a liaison to state and national campaigns.

### **Section 9 [Recruitment Director]**

The Recruitment Director for TNCR shall be appointed by the State Chair. The duties of the Recruitment Director include developing a statewide strategy for increasing TNCR membership, aiding chartered clubs in recruitment efforts, distributing promotional materials to chartered chapters and facilitating new chapters across the state.

### **Section 10 [Fundraising Director]**

The Fundraising Director for TNCR shall be appointed by the State Treasurer. The Fundraising Director shall develop and implement a fundraising strategy, develop a donor list and coordinate annual donor drives. The Fundraising Director shall give detailed quarterly financial reports concerning the progress of TNCR fundraising to the State Treasurer. The Fundraising Director shall also be responsible for presenting a detailed fundraising report along with future goals at board of director meetings.

### **Section 11 [Parliamentarian]**

The Parliamentarian shall be appointed by the State Chair and approved by a 2/3rds majority of the TNCR Board of Directors. The qualifications required of the Parliamentarian include being trained and certified in the current revisions of

Robert's Rules of Order. Their duties should include advising the Chair in parliamentary procedure, the TNCR Constitution and By-Laws at all meetings and conventions. The Parliamentarian shall maintain a current copy of the TNCR Constitution. They should also be able to produce an up-to-date copy at all meetings and conventions. In the event that the State Chair is running for re-election, the Parliamentarian shall preside over that election.

### **Section 12 [Other Officers]**

The State Chair shall be empowered to appoint other officials to aid in the administration of the TNCR organization, who do serve as non-voting members of the Executive Committee. Appointments made under this section may be removed by a majority vote of the Board of Directors.

### **Section 13 [Officers and Finances]**

All accounts payable by the TNCR shall be proposed by an officer of the TNCR and approved by both the chairman and treasurer of the TNCR. Any use of TNCR accounts for expenses other than those directly related to the TNCR shall be an impeachable offense, and subject to criminal prosecution by the TRP.

### **Section 14 [Attendance]**

Members of the state board of directors will be required to attend all state board of directors meetings. In the event that a member shall be absent from a meeting, they will submit a written notice to the State Chair prior to their missed meeting. Failure to do so will result in an unexcused absence. Following two unexcused absences, the member will be subject to removal in accordance with the subsequent article of the TNCR by-laws.

## **ARTICLE IV – Impeachment**

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### **Section 1**

Impeachment proceedings may be brought against any member of the Executive Committee by any chartered campus chair in writing or by other members of the Executive Committee at meetings of the Board of Directors. At the next meeting of the board, the accused will have the opportunity for rebuttal, and the board will vote by secret ballot. A two-thirds vote of the State Board of Directors is required to remove a member from the State Executive Committee.

## **ARTICLE V – State Conventions**

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### **Section 1**

The TNCR annual convention shall be held each year in the month of March or April. The date of the convention for each year will be decided upon at the end of the preceding convention.

A fee can be charged to each attending delegate.

Each year the location of the convention will rotate among the three regions: West, Middle, and East and also among the schools within that region, ensuring that all campuses have the opportunity to host a convention.

The Vice Chair of the region that is hosting the convention will be responsible for facilitating the convention in association with the hosting campus. The hosting chapter shall be entitled to seek funding from TNCR to assist in covering the costs of hosting the convention.

## **Section 2**

Campus clubs will be allotted one delegate per every ten members and given a minimum of 2 delegates. No campus club may have more than 20% of the total voting delegates at the convention. If a campus club has a number of registered delegates that exceeds the 15% limit, delegates seating for the largest school will be determined by the number of voting delegates of the second largest.

## **Section 3**

Election of officers of the TNCR Executive Committee shall take place at the TNCR convention. All officers shall be elected by secret ballot and at large except for the regional Vice-Chairs who shall be elected by the delegates from their respective regions in caucuses at the convention. In order to run for office, an individual must be nominated from the convention floor. The Parliamentarian shall count the ballots in the presence and witness of representatives from the nominated candidates.

## **Section 4**

No voting at the TNCR convention shall be taken by voice vote if there is opposition. Should a voice vote be taken, and opposition be registered, a roll call vote shall be automatically taken on the motion.

## **Section 5**

The voting delegates assembled may also vote on proposed endorsements, resolutions, and other business written and presented by members of the Executive Committee or by voting delegates. Voting on all procedural matters during the convention will follow Robert's Rules of Order, Newly Revised (10<sup>th</sup> ed.).

## **Section 6**

A Constitutional Convention may be called by a majority vote of the delegates assembled at the TNCR annual convention.

LAST UPDATED: State Convention April 12, 2008