

# Constitution of the College Democrats of Georgia

## Adopted May 16, 2020

### Preamble

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In order to promote a better Georgia, with equality, opportunity, and freedom for all, we dedicate ourselves to organizing the participation of Democratic college students on campuses throughout Georgia. Our mission is to organize new clubs and maintain existing ones, to open and expand our communications, to increase activism and decrease apathy on college campuses, to promote Democratic values statewide, and to the next generation of progressive leaders. In short, we are dedicated to providing College Democrats clubs with the tools they need to be strong voices for progressive change.

In this mission, we call for full participation of all Georgia students, regardless of gender, race, ethnicity, national origin, religion, disability, socioeconomic status, sexual orientation, or gender identity.

### Article I: Name, Purpose, and Membership

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- **Section 1: Name**

The name of this organization shall be the College Democrats of Georgia, hereafter referred to in this document as “CDG.”

- **Section 2: Purpose**

CDG pledges itself to support the ideals of the Democratic Party and candidates who uphold these ideals. Furthermore, CDG declares its intention to support efforts to increase participation of college students in Democratic Party affairs. To these ends, CDG shall educate and train its members so that they may in turn be able to:

1. Educate students about the philosophy of the Democratic Party.
2. Assist in the election of local, state, and national Democratic candidates.
3. Engage in voter registration and mobilization for the Democratic Party.
4. Affect political change on a local, state, and national level.
5. Work with Democrats across the state of Georgia to achieve legislative and political goals of the CDG, the College Democrats of America, and the Democratic Party.

- **Section 3: Affiliation**

1. **Relationship with the College Democrats of America:** CDG is a chartered State Federation of the College Democrats of America.
2. **Relationship with Chapters:** Certified chapters are the most basic fundamental unit of CDG. CDG shall serve as an umbrella organization for Certified Chapters in Georgia. CDG shall coordinate with the Chapters, which remain separate entities under CDG, and act as a liaison between the certified Chapters of Georgia and the College Democrats of America.

3. **Relationship with the Georgia Democratic Party:** The CDG is the official college outreach branch of the Georgia Democratic Party.
4. **Executive Board:** The Executive Board is the official governing board and steering committee of the Georgia College Democrats.

## Article II: Membership

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- **Section 1: Eligibility**

Each chapter shall extend membership to any currently enrolled student at a postsecondary educational institution in the state of Georgia, who supports the platform and candidates of the Democratic Party and wishes to be known as a College Democrat.

- **Section 2: Non-Discrimination**

Membership shall be extended regardless of sex, race, ethnicity, national origin, physical handicap, age, immigration status, socioeconomic status, marital status, parental status, veteran status, sexual orientation, or gender identity. For these purposes, a “college student” shall mean an undergraduate or graduate student including those on approved temporary leave of absence from their college or university. Furthermore, CDG and its affiliate chapters shall not engage in or tolerate hazing, bullying, harassment, discrimination, and/or victimization of any degree.

## Article III: Executive Board

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- **Section 1: Authority and Responsibility**

1. The Executive Board shall be responsible for determining the direction and goals of CDG.
2. All Executive Board members shall maintain active involvement in CDG’s activities and endeavors, assist in determining the goals and direction, attend Executive Board functions, and actively work to promote the policies and agenda of the College Democrats of Georgia.
3. All Executive Board members must abide by the duties prescribed to their position as outlined in this constitution and other special projects assigned by the President.

- **Section 2: Composition**

1. The Executive Board shall be composed of six permanent members and will be the central governing body of CDG.
2. The ten permanent members shall be the only voting members of the Executive Board.
3. The President, with consent of the Executive Board by a simple majority, shall appoint and remove non-voting, ex-officio members to the Executive Board to perform specific duties. If the vacancy is the President, then the Vice-President shall become President and appoint a new Vice President.

4. The Executive Board shall consist of the President, Vice President, Political Director, Outreach Director, Finance Director, and Secretary.
  5. No person may hold more than one position on the Executive Board.
- **Section 3: Governance**
    1. Meetings of the Executive Board shall be valid only if a quorum of the greater of either three members or one-third of the Executive Board is present, including the President or Vice President.
    2. The Executive Board shall meet at least once a month either in person or via electronic means. Additional board meetings shall be convened at the President's discretion. All Executive Board members shall be notified of the meeting at least five days in advance.
    3. Any member of a chartered Chapter of the CDG shall be admitted to the meetings of the Executive board to sit-in or submit input at a predetermined time. They shall not be allowed to vote on matters of the Executive Board.
    4. Any member of the executive board may charge another member with the reasons for his or her dismissal during a meeting of the executive board. The member in question must be offered an opportunity to defend him or herself. After a period of one (1) week, the dismissal of the member in question shall be put to a vote before the executive board. If a simple two-thirds majority of the executive board votes in favor of removal, said member shall be removed and the office will be declared vacant.
    5. A vacancy shall be declared when a member of the executive board is absent for more than three consecutive meetings of the executive board, upon resignation, or has been dismissed from his or her office. Exceptions shall be granted for extenuating circumstances provided the executive board is alerted prior to the meeting in question and pending documentation of the absence.
      - i. Attendance will be kept in Google Drive in accordance with our Secretary
    6. A vacancy shall be declared when a member of the executive board is unresponsive and not in attendance of mandatory events and/or meetings.
      - i. Mandatory attendance is only waived on certain occasions with documentation of attendance and prior alert to the President and Secretary.

#### **Article IV: Duties of the Executive Board**

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- **Section 1: President**
  1. Serve as the Chief Executive Officer of the CDG.
  2. Act as the official representative to the DNC, CDA, the media, and other organizations.
  3. Call to order all meetings, conventions, and elections.
  4. Attend and preside over meetings of the Executive Board.
  5. Determine the goals and direction of the CDG for his or her tenure.

6. Appoint, with the approval of a majority of the remaining officers, any member of the College Democrats of Georgia as non-voting members of the Executive Board.
  7. Organize monthly meetings of the Executive Board.
  8. Have signing authority over the College Democrats of Georgia's bank account concurrently with the Vice President and Treasurer.
- **Section 2: Vice President**
    1. Serve as the Chief Administrative Officer of CDG.
    2. Aid and direct the Executive Board members as directed by the President.
    3. Assist in the implementation of the goals of the CDG as set by the Executive Board and the President.
    4. Assist the President in the conduct of his duties and temporarily assume duties of the President when the President is absent.
    5. Have signing authority over the College Democrats of Georgia bank account concurrently with the President and Treasurer.
    6. Automatically assume the position of President in the event of a vacancy in the position of the President of CDG.
  - **Section 3: Finance Director**
    1. Keep complete and accurate financial records of CDG and manage the accounts of CDG.
    2. Make financial reports of CDG quarterly or upon the request of the Executive Board and remain in compliance with Federal and State disclosure laws.
    3. Be responsible for the fundraising and financial development goals of CDG as set by the Executive Board.
    4. Draft an official budget, detailing projected revenues and expenditures, to be presented to the Executive Board within one month of taking office.
    5. Have signing authority over the College Democrats of Georgia's bank account concurrently with the President and Vice President.
    6. Handle filing of all state and federal tax information.
  - **Section 4: Political Director**
    1. Be responsible for the implementation of the political goals of CDG.
    2. Be responsible for relations with the Georgia Democratic Party, the county Democratic Clubs, the College Democrats of America, and all local, state, and national political organizations.
    3. Be responsible for relations with the campaigns of Democratic nominees for office on local, state, and national levels.
    4. Be responsible for any local, state, or national advocacy initiatives undertaken by the Georgia College Democrats.
    5. Monitor all legislation and candidates relevant to college students on the state and Federal level and make regular reports on them.
    6. Research and report on ways college students can participate in the legislative and political process.
  - **Section 5: Outreach Director**

1. Act as the spokesperson of the College Democrats of Georgia and be responsible for the implementation of the communication goals of CDG as set by the Executive Board.
  2. Propose and implement a communication plan, subject to the approval of the Executive Board, designed to improve and expand internal and external communication.
  3. Announce and publicize all official meetings and events.
  4. Draft all press releases and create an annual media plan to increase CDG media.
  5. Be responsible for the communicating volunteer, internship, and employment opportunities in the political field to Chapters.
  6. Encourage and facilitate the promotion of the Democratic Party, CDG, and its chapters.
  7. Monitor and document coverage of CDG and its chapters in the media.
  8. Perform such duties as the Executive Board or President may assign.
  9. Handle all CDG social media accounts and the CDG website.
- **Section 6: Secretary**
    1. Maintain and archive minutes for all meetings of the Executive Board.
    2. Actively maintain the official database of chapter profiles and registration.
    3. Be responsible for the counting of votes in CDG elections.
    4. Be responsible for editing CDG documents.
    5. Send meeting information for our bi-weekly meetings
- **Section 7: Membership Director**
    1. Be responsible for expansion of current chapters and membership development and chartering of potential new chapters.
    2. Implement the membership goals of CDG as set by the Executive Board.
    3. Propose and implement a membership plan, subject to the approval of the Executive Board, designed to recruit new chapters and members into the organization.
    4. Maintain an accurate roster of chapters with up-to-date contact information in conjunction with the Secretary and keep this list up-to-date with the Georgia Democratic Party and College Democrats of America.
    5. Encourage and facilitate chapters in seeking a faculty advisor and achieving registered student organization or equivalent recognition or status, if permitted by their institution.
    6. Maintain an informational Chapter Manual to guide new and existing chapters.
    7. Conduct a census of the College Democrats chapters.
- **Section 8: Programs Director**
    1. Be responsible for planning the Georgia College Democrats spring convention
    2. Organize various Georgia College Democrats events and meetups throughout the year

3. Maintain and collect information on programs individual chapters run
  4. Encourage and facilitate chapters running their own programs for their members, on campus, and in their community.
  5. Create and maintain a list of successful chapter and state programs and how to implement them.
  6. Organize a programs team to help create and implement programs for the state federation, and ideas for chapter programs
- **Section 9: Ex Officio Officers**
    1. Any Executive Board member shall be able to appoint ex officio officers, by a simple majority vote, as needed to perform his or her duties with the advice and consent of the Executive Board.

**Section 10: Transition and Terms**

1. Transition and Term- All outgoing members of the executive board are required to turn over any documents relevant to the successful execution of the position's duties to her or his successor. This can include, but is not limited to, a Succession Booklet outlining the above information, which may be provided either in physical form or through electronic means. The members of the Executive Board shall assume office two weeks after the adjournment of the meeting at which they were elected and shall serve until their successors take office.
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**Article V: State General Convention**

- **Section 1: Convention Committee**

A convention committee shall be formed after the host chapter is selected. The chairs of the committee shall be the Director of Programs and a member of the host chapter. The committee shall be responsible for all matters relating to the convention, including, but not limited to, creating the agenda, coordinating speakers, and overseeing registration.

- **Section 2: Elections**

1. Officers shall be duly elected at the General Convention each spring.
2. The Executive Board shall appoint an Elections Chair who is not seeking office and will be responsible for administering the election and tabulating the results. The highest-ranking member of the Executive Board not seeking re-election shall serve as the elections chair.
3. All candidates must meet eligibility requirements as declared by this Constitution.
4. Candidates for office shall be able to officially declare their candidacy for office for a period of at least one month prior to the convention, by a deadline determined by the Elections Committee. Candidate declarations must be submitted by email or as determined by the Elections Committee in consultation with the Executive Board. Declaration of candidacy statements may be no more than 1,000 words.

5. Candidates for CDG office shall not exceed \$500 in campaign expenditures. An itemized campaign contribution report must be provided to the presiding CDG Executive Board.

- **Section 3: Delegates and Voting**

1. Each chapter may bring unlimited number of delegates to the annual convention. Each chapter shall have as many votes as delegates up to but not exceeding ten (10) votes.
2. To be eligible as a chapter delegate, a student must register for convention before voting begins, be on his or her chapter's official roster, and present verification to prove enrollment in the chapter's post-secondary institution.
3. If any delegates are not affiliated with a chartered chapter, then they will act as an independent chapter, and there will be up to ten (10) votes allocated to this group of delegates.
4. If there are more than ten (10) unaffiliated delegates, each school represented will have at least one vote. The elections chair shall be responsible for determining voting eligibility and must inform chapter leaders of these regulations.

**Section 4: Elections Procedure**

1. The elections chair shall determine the number of eligible voting members at the convention and announce the number of votes required to secure election.
2. The elections chair shall open the floor for nominations for President. A candidate may not nominate him or herself. The person nominating a candidate may then make a one (1) minute nominating speech.
3. Those candidates nominated for President will then be given the opportunity to deliver a four (4) minute speech. Delegates will then be given the opportunity to ask questions of the candidates.
4. After all candidates for President have spoken and answered questions, there shall be a period of five (5) minutes before voting begins to allow chapters to caucus.
5. Voting shall take place by chapters present in alphabetical order. Chapters shall nominate who will announce the chapter's votes. After all chapters have voted, individual members unaffiliated with a chapter shall announce their votes.
6. The elections chair shall tabulate votes, announce the vote count, and declare the election winner at the end of the voting procedure.
7. Steps 2-6 shall be repeated for the other elected positions in the following order: Vice President, Development Director, Communications Director, Programs Director, Political Director, Membership Director, State Council Chair, State Council Vice-chair, and Secretary.
8. Floor nominations may be accepted in the case that none of the candidates who filed to run for a position are present at convention to avoid a vacancy.
9. In the event that no candidate running for an elected position of the Executive Board reaches a majority of votes, there shall be a runoff vote between the two

candidates with the greatest number of votes. In the case of a tie between the two candidates with the second highest number of votes, both candidates shall advance to the run-off vote.

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## **Article VI: National Convention**

- **Section 1: Voting Privileges**

At the annual National Convention of the College Democrats of America, each state chapter may individually decide how to apportion its votes amongst various provisions or candidates on any given ballot.

- **Section 2: Notification of Candidates**

The President, acting in an official capacity, must share any and all information received from national candidates with the member chapters of the CDA without expressing any bias or to the exertion of undue influence.

- **Section 3: Endorsements**

Any candidate for national office within the College Democrats of America is entitled to present their candidacy before the CDG in order to earn the CDG's endorsement. An endorsement shall be given to candidates that earn a two-thirds supermajority vote of the Executive Board no sooner than one month in advance of the National Convention. An endorsement is an expression of the will of a significant majority of the CDG but does not bind member chapters to voting for the endorsed candidate.

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## **Article VII: Caucuses**

- **Section 1: Caucuses**

The Executive Board may establish Caucuses and designate Caucus Coordinators to connect College Democrats with a common heritage, background, or interest.

- **Section 2: Leadership**

1. Each newly formed caucus with majority consent shall appoint their presiding officers.
2. Officers, including a Chair, Vice-Chair, and Secretary, shall govern state Caucuses. In addition, a caucus will consent to chapter representatives chosen by each chapter for itself.
3. As determined by the Caucus, either the Caucus Chair or Secretary shall provide a monthly written report to the Political Director on all activities and progress of the caucus.
4. The Caucus Chair shall serve as the State Representative to the corresponding CDA Caucus.

- **Section 3: Duties**

1. Caucuses shall implement national CDA caucus programs within the State of Georgia as well as implement other issue-based initiatives and be responsible for planning at least one issue-based program per semester.



2. Each chapter may elect a representative to each caucus to be responsible for the implementation of all caucus programs on his or her campus.

- **Section 4: Membership**

Any member of CDG may join any caucus they wish.

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### **Article VIII: Committees**

- **Section 1: Legislative Action Committee**

There shall be a Legislative Action Committee, which shall be responsible for developing and implementing CDG initiatives on pending legislation in the US Congress, Georgia Legislature, city and county governments, and other law-making authorities in the State of Georgia. The Legislative Action Committee shall be made up of any CDG member who wishes to serve on the committee. The Political Director shall be a member of this committee and the Communication Director shall chair this committee.

- **Section 2: Campaign Action Committee**

There shall be a Campaign Action Committee, which shall be charged with organizing and implementing campaigning activities for CDG. The Campaign Action Committee shall be made up of any CDG member who wishes to serve on the committee. The Chair of the Committee shall be the Political Director. The Chair shall communicate with the Georgia Democratic Party and other Democratic organizations and campaigns.

- **Section 3: Development Council**

There shall be a Development Council, which shall be charged with coordinating financial affairs among the Chapters and fundraising and development for CDG. The Development Council shall be made up of the Treasurers of all the Chapters or a representative from each chapter in the absence of a Treasurer. The Chair of the Committee shall be the CDG Development Director.

- **Section 4: State Council**

There shall be a State Council, which shall be charged with coordinating development affairs among the Chapters and membership drives for CDG. The State Council shall be made up of the Chapter Presidents of all the Chapters or a representative from each chapter in the absence of a Chapter President. The Chair of the Committee shall be the State Council Chair.

- **Section 5: Ad Hoc Committees**

The Executive Board may establish ad hoc committees as necessary.

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### **Article IX: Honorary Chair**

The Executive Board may appoint an Honorary Chair of the CDG. The Honorary Chair of the CDG shall be a politician of the State of Georgia or an alumnus of a member chapter decided by the Executive Board.

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### **Article X: Alumni Association**

- **Section 1: Purpose**

The ACD Alumni Association shall exist as a quasi-autonomous entity in order to create institutional memory and help raise funds for CDG.

- **Section 2: Leadership**

The Alumni Association shall be governed by a board of three co-chairs, elected by Alumni Association members in a proportional majority vote with the approval of the Executive Board. In addition, one of the three co-chairs must be the most recent President Emeritus, unless removed from office or otherwise unwilling.

- **Section 3: Goals**

The Alumni Association must set a monthly fundraising goal and assist CDG in projects and endeavors.

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## **Article XI: Endorsements**

- **Section 1: Requirements**

The College Democrats of Georgia may independently endorse any Democrat for statewide partisan office, United States Congress, United States Senate, and/or the United States President as well as any ballot initiative, measure, advisory petition, or action. CDG may not endorse non-Democrats for any position. **CDG may not endorse any candidate for the primaries of a contested partisan office.**

- **Section 2: Process**

After CDG has made a good-faith effort to allow all candidates for a particular office or all sides of a particular issue to present their case before a general meeting, the membership must vote to affirm any endorsement by a two-thirds majority.

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## **Article XII: Amendment of the Constitution**

This Constitution may be amended by a proposal by any member of the Executive Board in writing and distributed to all member chapters and members of the Executive Board. Voting will be open for thirty days to the Executive board and individual Chapter Presidents. After thirty days, the vote will close and the amendment will be ratified by a two-thirds majority vote of the Executive Board and a two-thirds vote of all Chapter Presidents.

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## **Affirmation of Amendment**

We, the duly selected members of the Executive Board of the College Democrats of Georgia, do hereby affirm by signature that the above written is now the constitution of the organization, effective on this, the 16 day of the month of May, in the year 2020.