Economics and Fintech Association CONSTITUTION

ARTICLE I – Economics and Fintech Association The name of this club shall be Economics and Fintech Association

# ARTICLE II – PURPOSE OF CLUB

The purpose of our Economics and Fintech Association is to foster a vibrant community of individuals passionate about economics, finance, fintech and related fields. We aim to provide a platform for learning, discussion, and exploration of economic principles, financial strategies, and current economic events. Whether it's enhancing financial literacy, discussing investment opportunities, debating economic policies, or supporting career development in economics and fintech, our club serves as a hub for knowledge sharing and collaboration. We also seek to engage with the broader community through outreach initiatives, research projects, and discussions on global economic issues.We plan to understand the role of economics on the financial market and we will be creating trading simulations using counterfeit currency, and improve on that using technical analysis and real world implications, looking on past data and financial models too understand why markets move thew way they do. We will also be looking at how fintech innovations are closely related with the economics world, and create monthly internal competitions on ways to use Fintech. Together, we aspire to expand our understanding of the economic world, develop valuable skills, and contribute positively to our community and society.

# ARTICLE III – MEMBERSHIP

Any DASB cardholder who carries a minimum of 1/2 unit is eligible to join this club. The amount of the membership dues shall be voted by the club officers. A waiver for membership dues will be available to students who request it. Club members may not be on academic or social probation.

# ARTICLE IV – QUALIFICATION AND ELECTION OF OFFICERS

Section 1

Club officers must be currently enrolled, have a minimum of a 2.8 cumulative Grade Point Average (GPA), must maintain 10 units, have a current DASB card, and must not be on academic or social probation.

Section 2

Officers will be a President, Vice-President/ICC Representative, Secretary, and Treasurer.

The election of the Club Officers shall be held during the Sixth (6th) week of the Spring Quarter.

Club Officers shall be elected by a simple majority vote of active Club Members present at that Club Meeting. In the event that there are three (3) or more candidates and no one person receives a simple majority of votes then the top two (2) candidates will participate in a run-off election. New officers will be sworn in upon completion of the final week of the Spring Quarter.

Section 3

The election will be done by secret ballot by club members who have attended at least two meetings.

Club members who wish to participate in the election must have attended at least two club meetings leading up to the election date.

Secret ballots will be distributed to eligible club members during the election meeting.

Club members who cannot attend the election meeting but meet the attendance requirement may request absentee ballots in advance.

# ARTICLE V – DUTIES OF THE OFFICERS

Section 1 – President

1. Preside over all meetings.
2. Call special meetings.
3. Carry out the provisions of the constitution.
4. Appoint committees and chairpersons.
5. Oversee all committee activities.
6. Facilitate communication between club members and the executive board
7. Foster a welcoming and inclusive club environment
8. Lead strategic planning and goal setting sessions for the club
9. Evaluate effectiveness of the club
10. Provide guidance and mentorship to other club officers
11. Oversee the planning and execution of major club events or projects
12. Serve as a liaison between club and any external organisations or advisors

Section 2 – Vice President/ICC Rep

1. Assume the duties of the president in their absence.
2. Perform any duties delegated by the president.
3. Attend all Inter Club Council meetings.
4. Report the results of ICC meetings at club meetings.
5. Coordinate with committee chairs to ensure their respective committees are functioning effectively
6. Assist in the recruitment and retention of club members
7. Organize leadership development opportunities for club members
8. Assist the president in developing and implementing the clubs strategic plan
9. Collaborate with other club officers to maintain a shared planed of events and activities
10. Facilitate communication between the club and in the Inter Club Council (ICC)
11. Assist with event planning and logistics

Section 3 – Secretary

1. Record and keep accurate minutes of all meetings.
2. Act as correspondence clerk.
3. Print and distribute agenda for all meetings.
4. Maintain an organised and up to date record of club membership
5. Assist in creating and distributing promotional materials for club events
6. Manage the clubs email account and respond to inquiries in a timely manner
7. Collaborate with the president to set meeting agendas
8. Assist in taking attendance at club meetings and events
9. Coordinate with the treasurer to track membership
10. Help organize and maintain a club resource library
11. Assist in preparing and submitting any required paperworks or reports to the school or organization

Section 4 – Treasurer

1. Handle funds and finances for club.
2. Keep financial records and collect dues.
3. Pay bills and release funds as voted by the general membership.
4. Make financial reports at least once a month at the meeting.
5. Provide financial guidance to the executive board and members regarding budget allocations
6. Seek out and apply for funding opportunities, grants, or sponsorships
7. Regularly update the club on its financial status
8. Maintain transparency in financial matters, including sharing financial reports with club members upon request
9. Advice the club on financial strategies for long term sustainability

# ARTICLE VI – EXECUTIVE COUNCIL

Section 1

The Executive Council will consist of the President, Vice President/ICC Representative, Secretary, and Treasurer who shall meet as often as necessary.

Section 2 – Duties of the Executive Council

1. To formulate policy of the club between regular meetings and in case of emergencies, subject to approval of the general membership.
2. To execute policies determined by the general membership.
3. To govern activities of the club.
4. To compile agenda for general meetings.
5. Training and development: provide training and development opportunities for club leaders and members to enhance their leadership and organizational skills
6. Outreach and Partnerships: Explore opportunities for partnerships with other clubs, organizations, or external entities that align with the club's mission.
7. Conflict of Interest Oversight: Ensure that no conflicts of interest arise within the club's leadership, and address any such conflicts appropriately.
8. Public Relations: Promote the club's activities and accomplishments to the broader community, both on and off-campus.
9. Membership Surveys: Conduct surveys or gather feedback from club members to assess their needs and preferences.
10. Records and Documentation: Maintain a record of all club policies, resolutions, and decisions made by the Executive Council and the general membership.
11. Emergency Response Plan: Develop and maintain an emergency response plan in case of unforeseen events or crises that may affect the club.

Transition Planning: Develop a plan for the smooth transition of leadership roles within the Executive Council when new officers are elected or appointed.

# ARTICLE VII – IMPEACHMENT/REMOVAL AND REPLACEMENT OF OFFICERS AND MEMBERS

Section 1

All elected officers and club members may be subjected to impeachment and removal by a two-thirds majority vote of the total membership.

Section 2

Grounds for impeachment are negligence and any form of misconduct which is damaging to the club. An officer/member may be impeached/removed only under the following conditions: there must be a quorum present during impeachment/removal; two-thirds of the membership must vote; prior to impeachment/removal there must be one week's notice of intent publicized.

Section 3

Any officer vacancies shall be filled by an election held within two weeks.

# ARTICLE VIII – MEETINGS

Section 1

There must be public notice of club meetings on the club board at least five (5) school days in advance.

Section 2

There must be a meeting at least once a month held at De Anza College.

Section 3

There must be a quorum (a quorum is 50 percent plus 1 of the active or dues paying membership) present in order to take care of financial action.

Section 4

Minutes must be kept of all financial action with the club secretary.

Section 5

The treasurer will need to make a written and oral report at least once a month at the meeting.

# ARTICLE IX – COMMITTEES

Section 1

The standing committees of this club shall be appointed as necessary:

Events and Activities Committee

Plans and coordinates club events, workshops, and outings. Manages logistics, scheduling, and promotion of activities. Collaborates with other committees to ensure successful events.

Finance and Fundraising Committee

Manages the club's financial matters, including budgeting. Organizes fundraising activities and seeks sponsorship opportunities. Maintains transparent financial records and reports.

# ARTICLE X – ADVISOR

Section 1 – The role of the advisor is to:

1. Serve as the official staff representative of the college.
2. Work closely with the club to ensure a cooperative relationship between the advisor, and the club membership.
3. Assist each officer of the club in understanding their duties.
4. Give particular attention to the financial activities of the group in order to prevent the incurring of organizational debts for succeeding members to pay.
5. Assist students to understand and apply democratic principles within their own organizations, and in working with others.
6. Be present for all official club/organization meetings and activities (business and social), and to advise students of the policies and procedures which they must follow as a club/organization.
7. Be familiar with the ICC Code, ICC Financial Code, ICC Concessions Code, and club financial process.

# ARTICLE XI – RESPONSIBILITIES

Section 1

This club accepts full financial responsibility for all activities that bear its name as official sponsor, and will adhere to college regulations. All publicity for an event must bear the name of the sponsoring club.

# ARTICLE XII – RIGHT TO ACT

Section 1

Any club officer, club member does not have the right to incur any debt or become involved in any business under the title or by implying the title of a club in any way unless given full authority to do so by the club.

# ARTICLE XIII – AMENDMENTS TO CONSTITUTION

Section 1

Any amendment change requires a two-thirds vote at a general club meeting and must then be approved at the ICC Agenda Meeting.