ARTICLE 1 – NAME OF CLUB

1. “She in Us” Women Empowerment Club

* “She is in us." Why can’t we just sit there and watch without doing anything every time we see her suffering? When we see her terrified eyes after being raped and then pregnant, but does not even have the freedom to abort the kid? When we see her bloody body being torn into pieces due to the eagerness to unveil a hijab? Or when we see her body shaking after receiving a death threat simply for speaking up? We are not bystanders; we are sole survivors lucky enough to escape from violence, oppression, and discrimination due to our gender. We need to give credit to these courageous pioneers who risked their lives fighting for our freedom of going out home alone without male escort, to be given the right to education without protesting, and to open a bank account legally without a husband's permission. And now, it's time to receive the handover and firmly carry it on! She is in me, in you, and us!

ARTICLE 2 – PURPOSE OF CLUB

* Promoting feminism and utilizing volunteers or sharing and advocating to address the underlying issues women face in the home, school, and workplace. Leading debates and discussions on feminism open to a great diversity of students, while growing a mindset that everyone regardless of gender should get access to equal opportunities. Engaging in activities on academics, health, social relationships, and many other interesting topics.

ARTICLE 3 – MEMBERSHIP

Any DASB cardholder who carries a minimum of 1/2 unit is eligible to join this club.

ARTICLE 4 – QUALIFICATION AND ELECTION OF OFFICERS

Section 1: Qualifications of an officer

Club officers must be currently enrolled, have a minimum of a 2.0 cumulative Grade Point Average (GPA), must maintain at least 4 units, have a current DASB card, and must not be on academic or social probation.

Section 2: Officer Roles

Officers will be President, Vice-President, Secretary, Treasurer, Marketing Officer, Filming Officer, and Event Coordinator.

Section 3: Serving period for officer roles

The maximum serving period for each officer will be 1.5 years.

Section 4: Election

* The first election of officers will be held during the Fifth (5th) Week of the Winter Quarter.
* If there is only one person interested in the role, there will be an interview made by the President and Vice President online via Zoom. If more than one person is interested in the role, the election will be held on Zoom, and all the members present at the meeting will have a chance to vote.
* Present members will have 1 point and all the officers will have 2 points
* Club Officers shall be elected by all the Club Members present during the voting day. In the event that there are three (3) or more candidates and no one person receives a simple majority of votes, the top two (2) candidates will participate in a run-off election.
* Officers will be sworn in during the Sixth (6th) week of the Winter Quarter.

ARTICLE 5 – DUTIES OF THE OFFICERS (All Officers must attend meetings+events no matter on Zoom or in-person)

Section 1 – President

* Preside over all meetings.
* Call special meetings.
* Carry out the provisions of the constitution.
* Appoint committees and chairpersons.
* Oversee all committee activities.
* Responsible to attend any Zoom/In-Person meeting with the ICC advisors
* Assist all other officers in their duties.
* Report the results of ICC meetings at club meetings.

Section 2 – Vice-President/ICC Rep

* Assume the duties of the president in their absence.
* Perform any duties delegated by the president.
* Attend all Inter Club Council meetings.
* Responsible to attend any Zoom/In-Person meeting with the ICC advisors
* Report the results of ICC meetings at club meetings.
* Check and report the President about unusual situations in the club.

Section 3 – Secretary

* Record information of all meetings.
* Create and distribute agenda for all meetings.
* Responsible to attend any Zoom/In-Person meeting with the ICC advisors
* Act as a correspondence clerk.
* Responsible for emails and notifying members, officers, advisors about any meeting/event taking place.
* Assist President and Vice-President.

Section 4 – Treasurer

* Find ways to attract fundraising.
* Keep in touch and communicate with all potential fundraisers.
* Handle funds and finances for the club.
* Keep financial records and collect dues.
* Pay bills and release funds as voted by the general membership.
* Make financial reports at least once a month at the meeting.

Section 5–Brainstorm methods to advertise and promote the club and its purpose.

* Brainstorm and integrate all the posts to social media platforms.
* Collaborate with the filming officer every time to post pictures/videos to all club social media accounts.
* Has marketing strategies to expand the influence of social media to attract more followers/club members.
* Work with the Event Coordinator to announce any event on social media and distribute posters/flyers if necessary.

Section 6—Film Officer

* Have basic knowledge or experience in taking and editing photos, plus recording and editing videos.
* Have access to photographic tools and photo and video editing tools and be proficient in their use.
* Responsible for editing photos and videos.
* Cooperate with Marketing Officer to upload on all club social media accounts.
* Guide the Event officer in photo/video editing and posting.

Section 7—Event Coordinator

* Brainstorm ideas for engaging, fun, and informative events.
* Reach out to organizations and plan for external (speakers, panels, workshops, or collaborating with different organizations, etc.) or internal events (movies, games, hangout, fun activities, etc.) at least once a quarter.
* Notify and cooperate with the Marketing Officer about events.
* Assist Film-Officer when necessary.
* Work with the Treasurer for fundings.

ARTICLE 6 – EXECUTIVE COUNCIL

Section 1

The Executive Council will consist of the President, Vice President, Secretary, and Treasurer, Marketing Officer, Film Officer, Event Coordinator who shall meet as often as necessary.

Section 2 – Duties of the Executive Council

* To formulate club policy between regular meetings and in case of emergencies, subject to the approval of the general membership.
* To execute policies determined by the general membership.
* To govern the activities of the club.
* To compile agenda for general meetings.
* To create schedules and organize volunteer events.
* To brainstorm methods in fundraising for an organization like Women SV or other charity organizations helping women defeat domestic abuse; sexual harassment/assault; sexism conflict at the workplace; any injustice events happened against women’s rights (example=Overthrown the Roe v Wade)
* To brainstorm and enact various methods to promote/spread feminism ideology

ARTICLE 7 – 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 8 – 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.

Section 6

All officers must attend all in-person/zoom meetings unless they inform the President/Vice-President 3 days before the scheduled meeting date.

* The Vice-President should inform the President 3 days before the scheduled meeting date in case of any emergency.
* If any of the officers miss a meeting without informing the President/Vice-President for 2 times, that person is automatically removed from the role.
* Officers who miss the meeting (even with further notice) 3 or more times will be removed from the role, and it’s the President+Vice-President’s right to appoint or arrange an election for a substitute.
* The meeting will be held twice a month, most likely in person.
* Any officers who do not communicate with the President or take accountability for their duties will be automatically removed from the role, and the President and Vice-President will hold an election.

ARTICLE 9 – ADVISOR

Section 1 – The role of the advisor is to:

* Serve as the official staff representative of the college.
* Work closely with the club to ensure a cooperative relationship between the advisor, and the club membership.
* Give particular attention to the financial activities of the group in order to prevent the incurring of organizational debts for succeeding members to pay.
* Assist students to understand and apply democratic principles within their own organizations, and in working with others.
* Be familiar with the ICC Code, ICC Financial Code, ICC Concessions Code, and club financial process.
* Ensure that all reasonable steps are taken to ensure the safety, and welfare of club members.
* Ensure that appropriate college policies are upheld.
* To sign all club/organization requisitions for the club/organizations, and to make sure that 1) their student treasurer or president or vice president signs it and 2) that the expenditure is correct within all existing policies.

ARTICLE 10 – 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 11– 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 12 – 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.