

We, the Democratic college students of the State of Oregon, in recognition of the significance of student involvement in the Democratic Party and the political process, hereby associate ourselves and adopt this constitution as the College Democrats of Oregon.

ARTICLE I

Name, Purpose, and Affiliation

Section A. NAME - The name of this organization shall be the College Democrats of Oregon, hereinafter referred to as CDO.

Section B. PURPOSE - The purpose of CDO is to support and spread the principles of the Democratic Party. Similarly, the CDO will strive to back the candidates of the Democratic Party at both the state and national levels. CDO additionally intends to actively pursue and support efforts to bolster student participation in the Democratic Party and in governance as a whole. In order to accomplish these goals, CDO shall facilitate the training of members in the following areas:

- a. The basis for and reasoning behind the Democratic Party's ideals,
- b. Strategies to aid in the election of local, state, and national Democratic candidates,
- c. Development of chapter leadership,
- d. Methods for inciting positive political change on the local, state, and national levels, and
- e. Finding opportunities to collaborate with Democrats across the great state of Oregon in achieving Democratic priorities.

Section C. AFFILIATION - CDO shall be affiliated with the College Democrats of America, hereinafter referred to as CDA. By a majority vote of voting members of the executive board of CDO, CDO may also affiliate itself with organizations that share the values of the Democratic Party.

Section D. ANNUAL CONVENTION - A convention shall be held annually and all chapters should be notified of the proposed date in advance. For any action to be taken, over $\frac{2}{3}$ of the total chapters must be represented. The location of the convention will rotate amongst the chapter locations of those who wish to host. Bid proposals will be voted on by the executive board. Special consideration will be given to those chapters who have not recently hosted. A majority vote of executive members will determine the final site.

ARTICLE II

Membership

Section A. ELIGIBILITY - Membership in CDO shall be open to all students pursuing a degree at a post-secondary educational institution in Oregon. Membership shall not be discriminated

against on the basis of gender, gender identity, race, ethnicity, religion, national origin, socioeconomic status, age, sexual orientation, or ability.

Section B. INDIVIDUALS - CDO members shall be members of their college or university's chapter of College Democrats. If an individual wishing to be a CDO member attends a college or university without a College Democrats chapter, she, he or they may petition, in writing or via email, the executive board of CDO.

Section C. CHAPTERS - College Democrats chapters must apply for a charter from the executive board of CDO to be considered an officially chartered member of CDO. This process is to be determined by the Membership Director of CDO in consultation with the rest of the executive board.

Section D. VOTING PROCEDURE - At the annual convention (Defined by Article 1, Section 4) each chapter shall have one vote in meetings of the general membership, including elections. The current president, or proxy, of each chapter shall have the sole responsibility for casting his or her chapter's vote.

ARTICLE III

Composition of the Executive Board

Section A. AUTHORITY - The executive board shall have general authority and responsibility for the affairs of CDO.

Section B. ELECTED MEMBERS - The executive board shall be comprised of seven (7) elected members: the President, Vice President, Finance Director, Communications Director, Membership Director, Programs and Development Director, and Political Director. Elected members shall be elected yearly at the CDO convention. The term of office of elected members shall begin after the last CDO executive board meeting at the end of the school year and shall terminate after the last CDO executive board meeting at the end of the following school year.

Section C. APPOINTED MEMBERS - Appointed members shall be nominated by the newly elected President no more than two (2) months after the close of the CDO convention and be approved by a majority vote of voting members of the outgoing executive board.

Section D. TERM - The term of office of appointed members shall begin immediately after their appointments are confirmed by a vote of the executive board and terminate at the close of the annual CDO convention. The President may, at his, her or their discretion, create new appointed positions with the approval of a majority of the voting members of the executive board.

Section E. APPOINTED POSITION CONFIRMATION PROCESS - Successful candidates for any CDO Executive Board position must complete the following requirements:

Subsection A. A resume containing their relevant academic and professional experiences must be sent to the CDO President, who will then forward the documents to all other members of the Executive Board for their review.

Subsection B. After the Board has reviewed a resume, the candidate must be contacted no more than 10 days later and an interview may be scheduled with the President of the CDO. At this point, if the President believes the candidate is the best choice they must extend a formal nomination by notifying the candidate and asking that person if they accept the nomination.

Subsection C. If the nomination is accepted by the candidate, the President will make a formal recommendation to the CDO Executive Board, and following this motion the Board must vote to confirm the candidate with a $\frac{2}{3}$ majority.

Subsection D. Following this confirmation vote, the nominated candidate must notify the President that they accept the position.

Section E. VOTING MEMBERS - Voting members shall be the President, Vice President, Finance Director, Communications Director, Membership Recruitment Director, Programs and Development Director, and Political Director. The President is not required to vote unless there is a tie.

Section F. CHAPTER AFFILIATION - There may be no more than three (3) members from a single college or university's chapter on the executive board at a time.

Section G. MEETINGS - Regular meetings of the executive board shall be convened at the discretion of the President. A quorum of at least half plus one of the voting members shall be required before any official act can be taken.

Section H. DISMISSAL - A cause for dismissal from the executive board shall be defined as malfeasance, misfeasance, or nonfeasance of assigned duties or upon other grounds as determined by the executive board to constitute sufficient cause. 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, her or themselves. 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 two-thirds ($\frac{2}{3}$) supermajority of the executive board votes in favor of removal, said member shall be removed and the office will be declared vacant.

Section I. VACANCY - A vacancy shall be declared when a member of the executive board is absent, unable to attend, or has been dismissed from his, her or their office. A leave of absence from a college or university (i.e., not taking classes for a semester or more) or spending a semester at an institution outside of Oregon shall constitute a vacancy. If there is a vacancy of any position other than President, the President shall appoint a successor with the majority consent of the voting members of the executive board. If the vacancy is the President, then the Vice President shall become President and appoint a new Vice President. The appointee will need a majority vote of the executive board to officially assume the office.

Section J. HOLDING MORE THAN ONE POSITION - No person shall hold more than one of the aforementioned positions on the executive board. Members of the executive board may, however, serve simultaneously in their executive office, on a chapter executive board, and as CDO's representative to the Democratic State Committee, per Article XI.

ARTICLE IV

Duties of the Executive Board

Section A. INVOLVEMENT - All members of the executive board must maintain active involvement in CDO activities, including regular participation in meetings of the executive board. Failure to maintain active involvement may constitute cause for dismissal.

Section B. President

- Be the chief executive officer of CDO, define the agenda of the organization during his, her, or their tenure.
- Carry out the mandates and directives of the executive board and nominate all appointed members for approval by the executive board.
- Act as the official representative of CDO to other allied Democratic organizations such as the Democratic Party of Oregon, the Democratic National Committee, and CDA.
- The President may create new appointed positions with the approval of a majority vote of voting members of the executive board.
- Set up and lead bi-weekly video calls with the CDO executive board to maintain strong communication.
- Be an active supporter of the candidates or measures endorsed by the CDO executive board.
- Maintain constant communication with chapter Presidents and CDO executive board.
- Maintain a standard level of involvement from board members.

Vice President

- Assist the President in the performance of his, her, or their duties.

- Act as President when the president is unable to perform his, her or their duties.
- Maintain constant communication with chapter Vice Presidents through bi-weekly video calls.
- Plan CDO Statewide Annual Convention (Spring Convention in April)
- Be an active supporter of the candidates or measures endorsed by the CDO board.
- Chair of the State Council, directing the endorsement process in conjunction with the political director.
- Perform such duties as the executive board or President may assign.

Political Director

- Provide monthly updates to all members of CDO on job and internship opportunities, (found in CDA's monthly newsletter) Oregon and national political updates etc.
- Create and maintain an up-to-date database of internship opportunities for members.
- Maintain a list of possible races for endorsement.
- Communicate with the campaign managers for the candidates the CDO board has endorsed to see how CDO can most effectively support the candidate or ballot measure i.e. Organize canvassing events and phone banks for the candidates the CDO board has endorsed.
- Be the liaison between CDO and all local, state, and national campaigns, in conjunction with the president.
- Maintain constant communication with the Communications Director in order to send out synced emails and social media postings and create a political platform for CDO through social media posts.
- Perform such duties as the executive board or President may assign.

Communications Director

- Send out a *monthly* email release to all College Democrats of Oregon, DPO, and supporters with updates, news and highlights.
- Keep an active presence on the CDO Facebook, Twitter, and Instagram by posting a minimum of 1 post per week on each platform to update supporters and members on news and chapter highlights as well as raise our visibility.
- Maintain the CDO website.
- Monitor the social media platforms of CDO chapters, repost on CDO Facebook, Twitter, and Instagram and encourage chapter presidents to utilize social media.
- Send a bi-monthly newsletter to potential donors/those on the existing mailing list.
- Responsible for publicity and outreach for all official CDO meetings and events.
- Perform such duties as the executive board or President may assign.

Membership and Recruitment Director

- Maintain an updated contact list of all officially chartered College Democrats chapters.
- Propose and implement a membership plan, subject to approval by the executive board, for each chapter in the CDO.
- Maintain constant communication with each chapter Membership Director.
- Recruit new chapters and members.
- Perform such duties as the executive board or President may assign.

Programs and Development Director

- Plan CDO Fall Retreat (October)
- Plan CDO Winter Conference (January)
- Develop and organize all CDO events.
- Maintain communication with chapter Programs and Development Directors and assist individual chapters in organizing events and programs.
 - Collaboration on an event in Portland for chapters, to promote more in-person networking besides the large fall and spring events
 - Communicate engagement opportunities to chapters i.e. potential canvasses or phonebanks
 - Assist chapters in hosting Kickoff social events or debate watch parties
- Oversee chapter development by keeping chapters updated on current CDO opportunities and developing organized calendar and programmatic plans, resources, and assistance.
- Perform such duties as the executive board or President may assign.

Financial Director

- Be the chief fundraiser for CDO.
- In charge of reaching out and identifying local fundraising sources and opportunities.
- Be responsible for all CDO finances and financial reports.
 - Make financial reports—details of income and expenditures—available to the board each month
- Coordinate all CDO and chapter fundraisers
 - A combination of in-person, online/social media, and cold calls fundraising (assisted by the board)
- Merchandise design and purchasing.
- Perform such duties as the executive board or President may assign.

Article V

Oregon State Council

Section A. PURPOSE: The purpose of the State Council shall be to provide a voice for CDO chapters within this organization. The State Council can provide an advisory opinion to the Executive Board by a 2/3 vote. Each chartered chapter shall receive one vote. The Executive

Board shall seek input and direction from the State Council and can advise CDO on its agenda and goals.

Section B. MEMBERSHIP: The membership of the State Council consists of the elected officers of all chartered State Chapters and the CDO Executive Board. State Council meetings must be attended by one member of each chartered chapter.

Article VI

State Officer Elections

Section A. CANDIDATE'S DECLARATION PERIOD: Candidates for state office shall be able to officially declare their candidacy for a period of at least one month prior to the convention, or by deadline determined by the Elections Committee, which can end no earlier than 24 hours before the state convention. 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.

Section B. WRITE-IN CANDIDATES: Write-in candidates shall be accepted when accompanied by a petition signed by twenty-five percent (25%) of total number of convention delegates from chartered campus chapters registered at the time of the Write-in Candidate deadline. All names signed on the petition must be printed and legible. The Elections Committee shall be responsible for verifying that a given candidate has reached the signature threshold. The deadline for submitting a candidate statement and petition shall be determined by the elections committee and can occur no sooner than 11:59pm the night before the election.

Section C. FINANCIAL DISCLOSURE: Candidates for CDO office shall be required to disclose all funds raised and all donors for their campaigns. Candidates must also disclose all campaign expenditures, including on printed and electronic communications and on campaign travel. Funds raised and expenditures shall be reported to the Elections Committee one month before the state convention, two weeks before state convention and 48 hours before the election are held. The Elections Committee shall be responsible for distributing the initial financial reports for the council, and for distributing the final report to all convention attendees, along with their statements of candidacy.

Section D. QUALIFICATIONS: Candidates for state office must demonstrate to the Election Committee that they meet the requirements for membership in the constitution by providing a student ID to a post-secondary educational institution.

Section E. CAMPAIGN VIOLATIONS: If a candidate for office is found by a two-thirds vote of the Elections Committee to be guilty of committing, or conspiring to commit, a violation of the Constitution, the Elections Committee shall have the authority to:

Temporarily suspend the candidates from all campaigning or from specific types of campaigning;

Order the removal of any or all of that candidate's campaign materials from public space; and

Disqualify the candidate from the election, although that candidate may still petition to run as a Write-in Candidate;

Section F. ORDER OF ELECTIONS: Elections shall be conducted in the following order: President, Vice President, Communications Director, Membership Recruitment Director, Programs and Development Director, Political Director, Finance Director.

Section G. CANDIDATES SPEECHES AND FORUM: Candidates for state office will have the opportunity to deliver a statement during the Convention, for an amount of time designated by The Elections Committee. The Elections Committee can decide on further forums if necessary..

Section H. OFFICER TRANSITIONS: All Officers elected will take office following the last CDO Executive Board Meeting at the end of the school year.

Section II. General Floor Session on State Officer Elections

Section A. ROLL CALL: Each election for a position on the Executive Board shall be conducted by roll call vote, directly following a five minute chapter caucus period. During roll call vote, each chapter will announce its vote count. The Chapter President or their designee will announce their votes.

Section B. VOTE ALLOCATION: Each chartered campus chapter may cast one vote for each office. Each current elected executive board member may cast one vote, which shall be recorded with the votes from his or her campus during the chapter caucus if absent. The chartered member must send in their vote via email to their chapter delegate. Absentee ballots must be received by the day before the vote in question.

Section C. MAJORITY: If a vote for any Executive Board position fails to produce a simple majority of voting delegates, the candidates who received the least number votes shall be

removed from the ballot and a new roll call vote shall be conducted amongst the remaining candidates until a majority of voting delegates has been reached.

Article VII

Electioneering

The CDO shall strive to ensure outcomes favorable to the Democratic Party in elections at the local, state, and national levels.

Section A. PURPOSE OF ELECTIONEERING - To support candidates and policies that advance the goals and values of the CDO and the Democratic Party.

Section B. ENDORSEMENTS

- a. The College Democrats of Oregon (CDO) State Council will take an active role in endorsing Democratic candidates in (a) nonpartisan races (b) uncontested primaries and (c) during the general election.
 - i. The CDO State Council may only offer endorsements to Democratic Party affiliated candidates, unless it is a nonpartisan race.
 - ii. The CDO State Council may elect to endorse statewide ballot measures.
 - iii. The CDO State Council may only offer endorsements to Democrats in uncontested primaries after the candidate's filing deadline has passed.
 - iv. The CDO State Council must vote a $\frac{2}{3}$ majority to agree on endorsements to a candidate.
- b. Individual chartered chapters of the CDO will have control over their endorsement process during contested primary elections. However, chapters of the CDO may only offer endorsements and donations to Democratic Party affiliated candidates, unless it is a nonpartisan race.
- c. The CDO State Council may also endorse causes, non-candidate centered campaigns, and policies that fall in line with the Democratic Party's values.

Article VIII

Amending the Constitution

Section A. PROCESS: Amendments to the CDO Constitution may be proposed by any member of a campus chapter. The CDO State Council is tasked with reviewing and voting on suggested changes. The CDO State Council must vote a $\frac{2}{3}$ majority to agree on changes or amendments to the Constitution.