

# **Constitution of the College Democrats of New Hampshire (CDNH)**

## **Preamble**

In order to promote a better America, with equality, opportunity, and freedom within a just and strong society, we dedicate ourselves to organizing the participation of Democratic college students at New Hampshire colleges and universities. In this mission, we call for full participation of all Democratic students, regardless of gender identity, race, ethnicity, national origin, religion, physical handicap, socioeconomic status, or sexual orientation. We seek greater cooperation and closer ties with the College Democrats of America, The Young Democrats of New Hampshire, and the New Hampshire Democratic Party. Understanding the importance of participation in the Democratic Party to the preservation of our values and principles, we, Democratic college students, do hereby associate ourselves and adopt this Constitution as the College Democrats of New Hampshire.

## **Article 1: Name and Purpose**

Name: The name of this organization shall be the College Democrats of New Hampshire, hereafter referred to in this document as the “College Democrats” or “CDNH”.

Purpose: The College Democrats pledges itself to support the philosophy and candidates of the Democratic Party. Furthermore, the College Democrats declares its intention to support all efforts to increase the participation of college students in Democratic affairs. To these ends, the College Democrats shall educate and train its members so that they may be better able to:

1. Educate students about the philosophy of the Democratic Party and progressive activism.
2. Assist in the election of local, state, and national Democratic candidates.
3. Affect political change on the local, state, and national level.

## **Article 2: Membership**

Membership in the College Democrats shall be open to any college student currently enrolled in a New Hampshire college or university who wishes to be known as a College Democrat and who has the best interests of the College Democrats and the Democratic Party at heart, regardless of gender identity, race, ethnicity, national origin, religion, physical handicap, socioeconomic status, sexual orientation, or any other legally protected class..

## **Article 3: The Executive Board**

- A. Composition: The Executive Board shall be composed of the President, Executive Vice President, Director of Finance, Director of Communications, Director of Programs, Director of Membership Director, and Director of Political Affairs All offices will be elected

once yearly at the General Elections. The President shall have the power to establish and remove additional appointed Executive Board positions not listed in this Constitution with the consent of  $\frac{3}{4}$  of voting Executive Board Members.

- B. The President shall lead the Executive Board in determining the agenda and policy of the College Democrats and coordinate all activities and events.

#### **Article 4: Duties of the Executive Board Positions**

- A. Involvement: All members of the executive board must maintain active involvement in CDNH activities, including regular participation in meetings of the executive board. Failure to maintain active involvement may constitute cause for dismissal.
- B. Individual Fundraising: Elected members of the executive board shall be responsible for raising \$100 during their tenure. Appointed members shall be responsible for raising \$50 during their tenure.
- C. Duties of the President: The President shall:
  - a. Be the chief executive officer of CDNH,
  - b. Define the agenda of the organization during their tenure,
  - c. Carry out the mandates and directives of the executive board,
  - d. Nominate all appointed members for approval by the executive board,
  - e. Create new appointed positions with the approval of a majority vote of voting members of the executive board,
  - f. Delegate work to ensure the success of CDNH Caucuses,
  - g. Preside over all official meetings, and
  - h. Act as the official representative of CDNH to other allied Democratic organizations such as the Massachusetts Democratic Party, the Democratic National Committee, and CDA.
- D. Duties of the Vice President: The Vice President shall:
  - a. Assist the President in the performance of their duties,
  - b. Act as President when the president is unable to perform their duties,
  - c. Perform such duties as the executive board or President may assign,
  - d. Take on projects of their choosing, and
  - e. Oversee and direct the activities of CDNH Caucuses.
- E. Duties of the Finance Director: The Finance Director shall:
  - a. Be responsible for all CDNH finances and financial reports,
  - b. Be the chief fundraiser for CDNH,
  - c. Coordinate all CDNH fundraisers,
  - d. Perform such duties as the executive board or President may assign, and
  - e. Recruit for and manage CDNH's Board of Directors.
- F. Duties of the Communications Director: The Communications Director shall:
  - a. Propose and implement a communications plan focused on internal and external communications, subject to approval by the executive board,
  - b. Be in charge of publicity for all official CDNH meetings and events,
  - c. Maintain the CDNH website,
  - d. Draft all CDNH press releases,
  - e. Work with CDNH Caucuses to ensure that they sustain an active online presence,

- f. Direct and oversee the activities of the CDNH Communications Team,
  - g. Serve as secretary of the executive board and be responsible for recording minutes from meetings and conference calls, and
  - h. Perform such duties as the executive board or President may assign.
- G. Duties of the Membership Director: The Membership Director shall:
- a. Oversee and direct the activities of the regional coordinators.
  - b. Maintain an updated contact list of all officially chartered College Democrats chapters,
  - c. Propose and implement a membership plan, subject to approval by the executive board,
  - d. Recruit new chapters and members,
  - e. Work with CDNH Caucuses to reach out to campus constituency groups,
  - f. Oversee chapter development, and
  - g. Perform such duties as the executive board or President may assign.
- H. Duties of the Programs Director: The Programs Director shall:
- a. Develop and organize all CDNH events,
  - b. Assist in planning the annual winter summit and CDNH statewide convention,
  - c. Assist in the planning and execution of all CDNH Caucus events,
  - d. Assist individual chapters in organizing events, and
  - e. Perform such duties as the executive board or President may assign.
- I. Duties of the Political Director: The Political Director shall:
- a. Execute the campaign goals as determined by the executive board,
  - b. Be the official liaison between CDNH and all local, state, and national campaigns,
  - c. Create and maintain an up-to-date database of internship opportunities for members,
  - d. Enable members to become involved in campaigns,
  - e. Assist the President in forming an annual legislative agenda,
  - f. Brief all members in legislation at the state and national level,
  - g. Assist the CDNH Vice-President in overseeing and directing the activities of CDNH Caucuses.
  - h. Organize all CDNH lobbying efforts, and
  - i. Perform such duties as the executive board or President may assign.
- J. Transition: 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 their successor.

### **Article 5: Elections**

- A. Convention: The College Democrats shall hold a yearly convention, which can coincide with the convention held by the Young Democrats of New Hampshire, or it can be held separately, as determined by the College Democrats of New Hampshire President and the Young Democrats of New Hampshire President. Elections shall be held with 30 at least days' notice.
- B. Eligibility: Any CDNH member who will be enrolled in and physically present at an undergraduate institution in New Hampshire shall be eligible to run for an elected position on the executive board.

- C. Elections Chair: The highest-ranking member of the executive board not seeking re-election shall be the elections chair. The elections chair shall be responsible for enforcing the regulations outlined in this article.
- D. Declaration of Candidacy: Thirty (30) days prior to the start of the convention, individuals wishing to run for an elected executive board position shall submit a letter declaring their candidacy to the elections chair. The elections chair must acknowledge receipt of the letter of intent within twenty-four (24) hours of receipt. The declaration period shall end seven (7) days prior to the start of the convention. A list of all candidates and candidate statements shall be sent to all chapter leaders and Convention attendees by the elections chair five (5) days prior to the start of the convention. After the end of the declaration period, no individual may declare their intent to run.
- E. Campaign Expenses: No candidate, whether declared or undeclared, shall spend more than \$400 on their campaign for office. All candidates must submit relevant financial documentation to the elections chair at least ten (10) days prior to the start of the convention and again the day before the start of the convention. The elections chair shall, in consultation with the executive board, formulate regulations for submitting financial documentation.
- F. Elections Procedure: Elected members of the executive board shall be elected by a plurality vote of the eligible voting delegates at the convention. The election procedure shall proceed as follows:
- a. The elections chair shall determine the number of eligible voting members at the convention and announce the number of votes required to secure election.
  - b. The elections chair shall announce all declared candidates for President. The elections chair shall open the floor for nominations if there are no declared candidates. Candidates may not nominate themselves. The person nominating a candidate may then make a one (1)-minute nominating speech.
  - c. Those candidates nominated for President will then be given the opportunity to deliver a two (2)-minute speech. Delegates will then be given the opportunity to ask questions of the candidates.
  - d. After all candidates for President have spoken and answered questions, there shall be a period of at least five (5) minutes before voting begins to allow chapters to caucus.
  - e. Voting shall take place by chapters present in alphabetical order. Chapters shall nominate who will announce their chapter's votes. Each chartered chapter will have one vote per election.
  - f. The elections chair shall tabulate votes, announce the vote count, and declare the election's winner at the end of the voting procedure.
  - g. Steps B- F shall be repeated for the other elected positions in the following order: Vice President, Finance Director, Communications Director, Membership Director, Events Director and Political Director.
- G. Penalties: The elections chair, in consultation with the executive board, shall determine appropriate penalties for violating any regulations outlined in this article. The individual in

question must be given the opportunity to defend him or herself before any penalties are imposed.

#### **Article 6: Removal**

- A. Cause for removal: Cause for removal shall be defined as malfeasance or nonfeasance of duties assigned by the Executive Board or delineated within this document, or as ineligibility for Executive Board membership pursuant to Article 2. Cause for removal shall also include grounds found by 3/4 members of the Executive Board to constitute good and sufficient cause:
- B. Process for removal: To begin the process for removal, another member of the Executive Board must charge the officer with the reasons for his or her removal publicly at a meeting of the Executive Board. The officer in question must be offered an opportunity to defend him or herself at that meeting. After a period of two weeks the issue shall be put to a vote. Three-fourths members of the Executive Board must vote for removal for an officer to be removed.

#### **Article 7: Vacancies**

Declaration of vacancy: A vacancy shall be declared when a member of the Executive Board dies, resigns, or is removed from office. If the vacancy occurs in an Executive Board position other than the President, the President shall appoint a successor with a 2/3-majority consent of the remaining Executive Board. If the vacancy is the President, then the Vice-President shall automatically be the replacement.

#### **Article 8: CDNH Board of Directors**

- A. The Executive Board shall have the authority to appoint members to the Board of Directors.
- B. Purpose: The members of the Board of Directors shall assist CDNH both in its fundraising and in achieving its political goals.
- C. Management: The CDNH Finance Director shall be responsible for the management of the Board of Directors and will be responsible for providing reports to the Executive Board about its development.
- D. Implementation: Members of the Board of Directors may be appointed at one of three donation levels: Bronze (\$250), Silver (\$500), and Gold (\$1,000). Members will not be appointed to the Board of Directors until a donation of the amount corresponding to the level of appointment has been made. Upon appointment, members of the Board of Directors will be recognized on the CDNH website and invited to speak at/participate in CDNH sponsored events.
- E.

#### **Article 9: CDNH CAUCUSES**

- A. CDNH shall have a Black Caucus, Environmental Caucus, Latinx Caucus, Labor Caucus, LGBTQ+ Caucus and Women's Caucus. The voting members of the executive board may create new caucuses to represent the interests of constituencies.

- B. Management: The CDNH Vice-President shall direct and oversee the activities of CDNH Caucuses in consultation with the CDNH President. The CDNH Political Director shall assist the CDNH Vice-President in managing the caucuses. All members of the CDNH Executive Board shall assist in the activities of the CDNH Caucuses when necessary, determined by the discretion of the CDNH President.
- C. Leadership: A Chair will be appointed to oversee the operation of each Caucus by the President and approved by a majority of the voting members of the CDNH Executive Board. Other positions may be created and appointed for each caucus with a majority of the voting members of the CDNH Executive Board. In the recruitment and appointment process of Caucus leaders, the President, Vice President, and Political Director shall make a concerted effort to have a balanced representation of gender identities, races, backgrounds, and ability levels within each Caucus and the Caucus system as a whole.
- D. Duties of the Caucus Chair: Each Caucus Chairs Shall:
  - a. Work with the Vice President and other officers to implement the goals of CDNH as they relate to a constituent group,
  - b. Represent the interests of their group to the Executive Board,
  - c. Attend at least half of their school's chapter meetings,
  - d. With the Political Director, assist in reaching out to and maintaining ties with relevant elected officials, campaigns, and progressive organizations,
  - e. With the Communication Director, work to maintain an online presence,
  - f. With the Membership Director, work with interested parties to start new Chapters, when a campus is heavily affiliated with a particular constituent group, and
  - g. Develop programming related to relevant issues and promote it in all CDNH Chapters.

#### **Article 10: Endorsements**

A: It shall be the policy of the College Democrats to not collectively endorse candidates in a contested Democratic Primary.

B: The College Democrats may endorse candidates, causes, initiatives, and referenda with a  $\frac{2}{3}$  majority of the executive board.

#### **Article 11: Amendments**

A: Procedure: The Constitution can be amended by a  $\frac{2}{3}$ -majority vote of the Executive Board with  $\frac{2}{3}$  approval by chapters at the Annual Convention.