

Constitution of CyberWVU  
July 2021

**ARTICLE I. Name and Mission of CyberWVU**

Section 1

The name of this student organization shall be CyberWVU.

Section 2

The mission of CyberWVU is to encourage students of all skill levels to enhance their knowledge in all areas of cybersecurity.

**ARTICLE II. Organization of CyberWVU**

Section 1

CyberWVU shall focus on promoting and expanding knowledge of cybersecurity. A primary method used to facilitate this mission is to compete in national and international cybersecurity competitions such as The National Cyber League (NCL), Collegiate Cyber Defense Competition (CCDC), and CyberForce Competition.

Section 2

CyberWVU shall focus on promoting and expanding knowledge of cybersecurity and free and open-source software (FOSS). A primary method will be to host events and meetings where members can learn more about these topics.

Section 3

Members should have an active interest in cybersecurity and/or FOSS.

**ARTICLE III. Governance of Cyber WVU**

Section 1

Primary officers of CyberWVU shall include the following:

- President
- Vice President
- Secretary
- Treasurer
- Outreach Coordinator

Section 2

Officers Requirements

- The elected officers of Cyber WVU shall consist of individuals who are active members of CyberWVU and students of WVU.
- There are to be no term limits set forth unto officers. Officers may hold their position as long as they are students at WVU.
- To hold an elected or appointed office in this organization, a member must have at least a 2.5 GPA at the time of election or appointment, and must be a full-time student. Furthermore, the member may not be on academic or disciplinary probation.

- Officers must have an aspiration to see the organization grow. Furthermore, officers should be active club members.
- Officers must have knowledge of ethical issues related to cybersecurity.
- Officers must present at least one presentation per year on a cybersecurity-related topic.
- Officers must have a core understanding of FOSS.

### Section 3

#### Officer Removal

Officers may be removed from the position for any of the following reasons:

- Failure to uphold the requirements of the position.
- Failure to actively participate in the organization's activities.
- Any unethical or unlawful behavior.

Removal will be at the discretion of the club advisor upon consultation with other club officers.

### Section 4

#### **President**

The role of the President is to provide a positive public image and raise awareness of the club and club activities. The President is expected to run general meetings, keep the club status current with all necessary paperwork, and ensure the club correctly registers for any events such as MACCDC.

### Section 5

#### **Vice President**

The role of the Vice President is to fill in for the President when necessary. Additionally, the Vice President is expected to lead training sessions to help CyberWVU members do well in competitions such as MACCDC. Lastly, the Vice President will help create events to promote FOSS and cybersecurity awareness.

### Section 6

#### **Treasurer**

The role of the Treasurer is to track and keep record of any and all CyberWVU money and to track and keep record of the budget. Additionally, the treasurer should ensure that the yearly Student Advisory Council (SAC) budget proposal is written and approved on time.

### Section 7

#### **Secretary**

The role of the Secretary is to keep record of the members' tier and point statuses, provide meeting minutes for officer meetings, and post announcements to social media

### Section 8

#### **Outreach Coordinator**

The role of the Outreach Coordinator is to coordinate events on or off campus to encourage college-level or younger students to pursue cybersecurity careers. Additionally, he/she will communicate with faculty to organize such events.

## **ARTICLE IV. Membership**

### Section 1

Cyber WVU shall consist of members and alumni members.

### Section 2

The membership of Cyber WVU shall consist of: (1.) undergraduate students and; (2.) graduate students, who qualify according to Article II of this Constitution.

### Section 3

Alumni members shall be individuals of recognized reputation and of high attainments and must have been a member prior to graduation.

### Section 4

Eligibility for membership shall not be limited by race, creed, age sex, disability status, ethnicity, gender identity, national origin, sexual orientation, or veteran status.

### Section 5

Membership points will be awarded and used to determine membership tiers, priority for conferences and other events, and number of chances entered into drawings. Points will be awarded based upon the following standard (subject to change):

**(1)** Attend a regular meeting

\*Certain meetings may be worth more upon officers' decision

**(3)** Attend an event with a guest speaker

**(5)** Participate in a competition with the club

**(5)** Host a meeting, presentation, or training session

\*Points contingent upon meeting length, content, etc.

**(5)** Attend a conference

**(5)** Volunteer at an outreach event

**(1)** Complete a SAC volunteer hour for the club

\*Contingent on activity

\*\* Only 5 hours may go towards each membership tier

### Section 6

CyberWVU shall have three membership tiers: bronze, silver, and gold. The qualifications for each tier are as follows:

**Bronze:** Request to join the club on WVUEngage, have your request accepted and join the club's Slack workspace

**Silver:** Earn twenty-five (25) CyberWVU membership points

**Gold:** Earn fifty (50) CyberWVU membership points

### Section 7

The voting membership of this organization shall be limited to organization members who are WVU students

### Section 8

Resigning from CyberWVU

Any member desiring to resign his/hers membership in CyberWVU can do so by notifying any of the club officers or club advisor.

### Section 9

If any member of CyberWVU shall use his/her membership in an unethical way, they may be suspended or expelled from the club. This will be at the discretion of the club advisor with consultation of the club officers and club members.

### Section 10

Official Communications. All official communications of club information, registration to club resources, must be done via an email address with an @mix.wvu.edu suffix.

## **ARTICLE V. SPECIAL WVU REQUIREMENTS**

This organization will adhere to the West Virginia University Conduct Code.

## **ARTICLE VI. FINANCIAL REQUIREMENTS**

### Section 1

One person, usually the Treasurer, is designated as the account manager. This person has primary authority to approve all the student organization's expenditures.

### Section 2

All expenditures over \$100.00 require two signatures: the account manager and the President. All expenditures over \$250.00 require three signatures: the account manager, the President, and another executive board officer.

### Section 3

The student organization's advisor may request and review all financial documents at their discretion.

## **ARTICLE VII. Meetings**

### Section 1

At least one business meeting and one general meeting of a social, literary, or technical character shall be held each term, quarter, or semester, except in the summer.

## **ARTICLE VIII. Selection of New Officers**

### Section 1

Selection of new officers will begin upon the completion of the CCDC season during the Spring Semester.

### Section 2

The preferred method of selection is to have a consensus built among the club membership. A club member must declare their intention to seek an officer role. From there, the club will attempt to discuss and come to a consensus as to who should hold officer positions. If no consensus can be reached, a vote will be held to determine officer positions. Any ties will be broken by the club advisor. The newly appointed officers will assume their term at the beginning of summer and their term will terminate at the end of the next Spring Semester.