

# Kansas State Cyber Defense Club Constitution

## ARTICLE I: NAME AND PURPOSE

### Section 1:

This organization shall be known as the Kansas State Cyber Defense Club.

### Section 2:

*The Kansas State Cyber Defense Club will be a student driven organization that aims to train students with the proficiency required to effectively manage a home or enterprise network through skills such as system administration with a focus on cyber defense and penetration testing techniques.*

## ARTICLE II: MEMBERSHIP

### Section 1:

Membership shall be open to all Kansas State Students who fully complete the qualifications and eligibility of Article II Section 2.

### Section 2:

To be considered a member, a student must have completed CIS 490: Cyber Defense Basics I and CIS 115 (or equivalent introductory Computer Science course) first. A student may also be taking these courses along side starting their first term as being a member of the club if they can show proficient knowledge that would otherwise be learned in those courses upon completion. If a student is able to demonstrate that he/she has some basic skills within the field of cyber defense but has not taken any of the courses listed above, this can also meet the qualifications of becoming a member of the club. This happens in case the majority of the members agree or the faculty advisor recommends the candidate.

## ARTICLE III: OFFICERS

### Section 1:

The officers of this organization shall be:

- President
- Treasurer

Their duties are defined in Section 3

## **Section 2:**

The process of officer selection will occur within the week before finals of the spring semester where all current members vote by blind ballot who they would like for each position. A club member can run for an officer position if they have been a member for at least one full academic year. Each candidate will be considered the winner if they receive the most votes out of all other candidates. If there is a tie, the tie breaking vote will be cast by the faculty advisor. The newly elected officers will assume their positions starting the first day after the spring semester ends.

The length of term for each officer position will be one full year.

## **Section 3:**

Specific duties for each officer are defined as follows:

The President shall be in charge of organizing all of the activities of the club. He/She shall also be in charge of promoting the club within the College and University. Although it is stated under shared duties that both officers will be responsible for club activities such as trips, competitions, etc, it will be the responsibility of the President to make sure these are properly planned out.

The Treasurer will be responsible for all finance-related duties, such as account bookkeeping, reimbursement requests filing, and working with the faculty advisor to complete funding requests to various agencies and organizations.

Shared duties of the officers will be detailed in the following paragraphs:

Team Meetings will be organized by the officers as detailed in Article V.

Officers will be responsible for organizing trips such as cyber defense competitions or cyber defense conferences. These trips will be decided on as a club, however the planning can be left up to the officers. Officers should consult the faculty advisor or his/her designated graduate student that support the club activities before making any final decisions.

The officers will work with the faculty advisor to ensure adequate funding to support the club activities. This may involve going to various engineering committees and engaging various departments.

Team building activities can happen throughout the year which may include video game LAN parties, social outings, etc. These official social meetings will be left up to the discretion of the officers.

To keep the club active, it will be important for officers to keep close contact with the officers of the ACM group within the computer science department. Advertising at one of their meetings might be a valid way to keep people in the loop about the club and activities that go on.

#### **Section 4:**

If an officer or officers abuse funds, fail to organize meetings and events, or refuse to fulfill any of the officer duties, the group can decide to vote in a replacement officer in an extreme case. Moreover, members should also discuss these issues with the faculty advisor that supports the Cyber Defense Club. Furthermore, in case an officer cannot fulfill their duties for other reasons (illness, transferring to another institution, etc.) or/and decides to resign, an election will be held to fill the vacant position.

## **ARTICLE IV: FACULTY ADVISOR**

#### **Section 1:**

The Kansas State Cyber Defense Club will have a faculty advisor that will oversee the organization and ensure that activities maximally benefit the student body and comply with all university policies.

The faculty advisor may appoint a graduate student to assist the elected officers to run the Cyber Defense Club.

## **ARTICLE V: MEETINGS**

#### **Section 1:**

Meetings will be held at least once a week. The meeting time will be determined by a mutually agreed upon time of day and day of the week.

Meetings should be constructive and have all club members involved (i.e. a lecture over a tool or a demo over a practice relating to the club). Other valid meetings might include work weeks where club members work on upcoming talks and demos for future meetings and events.

## **Section 2:**

If the team decides they want to go to a cyber defense competition and compete, meetings that involve simulating these competitions will also be a valid way to spend time each week. This will involve setting up a network, configuring services, forming roles for the team, and deciding who will be on the attacking team.

Other duties for competition prep will include documenting how to configure services, operate and secure various tools and systems, etc, and forming a binder or collection of papers for competition. Maintaining a team wiki that contains all of this information is another process that will help with preparation.

If the competition requires the team to have a captain and co-captain, the spots will be filled by the officers who are currently President and Treasurer unless these officers are not interested in those spots or cannot make the competition.

## **ARTICLE VI: AMENDMENTS**

### **Section 1:**

This constitution may be amended through a two thirds vote from the current members of the club. Any proposition for amendment may be brought up during a given club meeting. An officer must be present during the vote. The faculty advisor shall be consulted about and kept abreast of any amendment discussions. After an amendment is passed by the member vote, it needs to be approved by the faculty advisor to take effect. All amendments will be listed within Section 2 of ARTICLE VI and will detail the article, section, and paragraph that has been amended along with a short description of the change. For example, an amendment change could look like:

#### **Amendment 1: Article I, Section 2, Paragraph 1**

*Modified the statement of purpose to better match the changes within the cyber defense community.*

### **Section 2:**

Amendments to the constitution are listed below.

**Amendment 1: Article III, Section 2, Paragraph 1**

*Modified officer elections to specify that only two-thirds of members must be present to elect officers.*

**Amendment 2: Article II, Section 3, Paragraph 1**

*Added section to define what qualifies members to vote in officer elections and amendments. Members must maintain an active presence at recent meetings and contribute to club activities on a regular basis. If this qualification is disputed, a majority vote will be necessary to determine his/her status. Membership should be kept up to date on the club wiki.*