

SBCC Club Constitution — International Business & Logistics Club

(IBL)

Article I — Name

The name of the club will be:

International Business & Logistics Club

Article II — Purpose

The club has been organized to:

Provide SBCC students with educational, professional, and networking opportunities related to global supply chains, international business, logistics, and sustainable business practices. The club connects classroom learning with real-world applications through guest speakers, workshops, discussions, and events focused on ethical sourcing, international trade, and responsible business operations. Membership encourages leadership, professional skill development, and engagement with local and international businesses.

Article III — Authority

The Club derives its authority directly from the **Student Senate** and indirectly from the **Santa Barbara City College Board of Trustees**.

Article IV — Membership

Membership is open to all **enrolled SBCC students** who:

1. Maintain a minimum **GPA of 2.5**.
2. Are currently enrolled at SBCC.
3. Commit to attending meetings and participating in at least **50% of club activities**.
4. Maintain respectful and professional behavior consistent with club values.

5. Membership is inclusive regardless of religious affiliation, gender, age, sexual orientation, ethnicity, or background.

Non-students may participate as **visitors** but cannot vote or hold officer positions.

Article V — Meetings

1. Regular Meetings

- Held **monthly**, with dates and times determined by the officers based on member availability and reported to the Office of Student Life, Room CC 217.
- Meetings will include discussions, guest speaker sessions, workshops, and planning for club activities.

2. Special Meetings / Events

- Additional meetings or events may be scheduled as needed.
- Club events may include: guest speakers from international or sustainable businesses, workshops, company visits, volunteer opportunities, or professional networking events.

3. Quorum

- A quorum for decision-making or officer elections is **at least 4 members, including one officer (President or Vice President)**.
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Article VI — Officers

Section 1 — Officer Positions

The officers of the club shall include:

- President
- Vice President
- Secretary
- Treasurer
- Outreach Officer (optional)
- Event Coordinator (optional)
- Marketing / PR Officer (optional)

Section 2 — Duties

President

- Leads all meetings and calls special meetings as needed.
- Serves as primary contact with the faculty advisor and Student Life.
- Oversees planning and execution of club events and activities, including guest speakers.

- Ensures the club stays focused on its mission and goals.

Vice President

- Assists the President and assumes responsibilities in their absence.
- Coordinates officer roles and club activities.
- Supports planning of events, workshops, and guest speakers.

Secretary

- Records minutes of meetings and maintains attendance records.
- Manages official club documents and communications.
- Keeps members updated on meetings, events, and announcements.

Treasurer

- Manages club finances, including budgets, dues (if applicable), and expenditures.
- Maintains accurate financial records and provides monthly reports.
- Ensures funds are used according to club goals and Student Life policies.

Director of Communications (Optional)

- Oversees all internal and external communications for the club.
- Maintains and updates social media accounts and messaging channels to keep members informed.
- Creates promotional materials for events, meetings, and guest speakers.
- Sends announcements, reminders, and updates to members.
- Works with other officers to ensure communications reflect the club's goals and vision.

Outreach Officer (Optional)

- Builds relationships with local and international companies, organizations, or other student clubs.
- Promotes the club within and outside SBCC.
- Organizes networking opportunities and recruitment initiatives.

Event Coordinator (Optional)

- Plans and executes events, workshops, or guest speaker sessions.
- Coordinates logistics, scheduling, and materials needed for events.

Marketing / PR Officer (Optional)

- Promotes the club and its activities through social media, flyers, newsletters, or other channels.
- Helps attract new members and maintains a positive public image.

Section 3 — Officer Responsibilities

- Attend all club meetings and participate in club activities.
 - Collaborate with other officers for smooth operations and continuity from semester to semester.
 - Work with the faculty advisor for guidance and compliance with policies.
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Article VII — Elections

- Officers shall serve **one-semester terms** and may be re-elected.
 - Elections are held at the beginning of each fall and spring semester.
 - Nominations are made by members, and officers are elected by **majority vote of members present**.
 - Officers must have participated in at least **50% of club activities** to be eligible to run.
 - Vacant positions may be filled with **special elections**.
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Article VIII — Finances

- The Treasurer manages all financial matters, including budget planning, expense tracking, and reporting.
 - Club funds may be used to support educational events, guest speakers, workshops, networking, or marketing.
 - Expenses require approval by the Treasurer and one other officer (President or Vice President).
 - Fundraising efforts must comply with SBCC regulations.
 - Financial records are accessible to all officers and the faculty advisor.
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Article IX — Amendments

- Constitution amendments require approval by **60% of club members**.
 - Proposed amendments should be presented in writing at least **2 weeks prior** to a vote.
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Article X — Off-Campus Affiliations

- The club currently has **no formal off-campus affiliations**.

