

## **POLITICAL ACTION COMMITTEE**

### **GENERAL PURPOSE**

The Political Action Committee (PAC) is a voluntary, non-profit, unincorporated committee operated in conformance with state and federal law. PAC promotes the improvement of community colleges by encouraging the ACCCA membership to take an active part in influencing governmental affairs through political action.

### **APPOINTMENTS AND COMPOSITION**

The PAC is composed of five members: the President of the ACCCA Board or his/her designate, the Chair of the Commission on Legislation and Advocacy and three other members appointed by the President of the PAC.

### **RESPONSIBILITIES**

1. Encourage members to become aware of government, its process, and important political issues.
2. Assist the members in organizing themselves for effective political action at both the state and local levels.
3. Raise funds for political action and to contribute such funds to assist candidates for state office who demonstrate their interest in community colleges.

**CONSTITUTION AND BY-LAWS OF THE  
ASSOCIATION OF CALIFORNIA COMMUNITY COLLEGE ADMINISTRATORS  
POLITICAL ACTION COMMITTEE**

**ARTICLE I**

**NAME**

The name of this committee is the Association of California Community College Administrators' Political Action Committee, or PAC. It is a voluntary, non-profit, unincorporated committee of the members of ACCCA and others, and is independent and autonomous organization, not affiliated with any political party.

**ARTICLE II**

**PURPOSES**

The purposes of the committee are:

- To promote the improvement of community college administration and government by encouraging ACCCA members and others to take and active role in governmental affairs.
- To encourage ACCCA members and others to become aware of government, its process, important political issues, and records of office holders and candidates.
- To assist ACCCA members and others in organizing themselves for more effective political action.
- To raise funds for the aforementioned purposes, and from such funds to make contributions to assist candidates for State office without regard to party affiliations, who demonstrate their interests to community college administration; such funds will be limited to contributions to fund-raising activities and other activities which support candidates but will not be direct contributions to endorse candidates for election.

**ARTICLE III**

**MEMBERSHIP, DUES, AND CONTRIBUTIONS**

Section 1. Members. Membership shall be available to any ACCCA member and others interested in community college administration. Membership categories shall be set by the committee and subject to the approval of the ACCCA Board.

Section 2. Dues. PAC dues shall be determined by the Committee.

Section 3. Contributions. Contributions to PAC, as well as disbursement of such contributions, shall be subject to the approval of the Committee, and may be reviewed quarterly by the ACCCA Board.

## **ARTICLE IV**

### **COMMITTEE DIRECTORS**

Section 1. Duties. The Directors of the committee shall have general supervision and control over the affairs and funds of the committee, and shall establish and carry out policies and activities of the committee.

Section 2. Composition and Terms. The committee shall consist of five members. The President of the ACCCA Board or his/her designee, and the Chair of the Commission for Legislation and Advocacy shall be regular members. Three other members shall be appointed by the President of ACCCA. Members to this committee shall be appointed on the basis of demonstrated leadership and involvement in activities of political organizations. Committee members shall be appointed for two-year staggered terms. Vacancies shall be filled by the President of ACCCA.

## **ARTICLE V**

### **OFFICERS**

Section 1. Election of Officers. Officers of the committee shall be a Chairperson, Vice Chairperson, and a Secretary-Treasurer. These officers shall be elected annually by the Committee.

Section 2. Chairperson. The Chairperson shall be the chief executive officer of the Committee and shall be the ex-officio member of all sub-committees. The Chairperson shall preside at all meetings of the Committee and shall appoint all sub-committee members.

Section 3. Vice Chairperson. In the absence of the Chairperson, the Vice Chairperson shall preside at meetings of the Committee and shall perform other such duties as delegated.

Section 4. Secretary-Treasurer. The Secretary-Treasurer shall perform all such duties as are customarily performed a secretary-treasurer or as prescribed by the Board of Directors. The Treasurer shall be the custodian of the funds of the Committee and collect and disburse all moneys of the committee in accordance with the instructions of the Committee members, keep full and accurate accounts, present financial statements, and make and file all reports to governmental authorities required by law.

## **ARTICLE VI**

### **AMENDMENTS TO CONSTITUTION AND BY-LAWS**

This Constitution and by-laws may be altered, amended, or repealed by two-thirds vote of members of the Committee, provided fourteen days written notice is given.