

# UNIVERSITY OF NORTH GEORGIA CYBERSECURITY CLUB CONSTITUTION

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James Goble and Stewart Cates

## PREAMBLE

The UNG Cybersecurity Club was created to encourage participation in learning opportunities and growth amongst the students of the UNG related to concepts of computer and cybersecurity and all other matters related to information security. The UNG Cybersecurity Club will also train and develop competitive teams to represent the University of North Georgia at Cybersecurity competitions.

## Article I - Name

- I. The club will be referred to as the **UNG Cybersecurity Club** or also colloquially known in this constitution as the **CyberHawks**.

## Article II – Purpose

- I. Encourage participation in national cyber competitions.
- II. Train and mentor students of all year groups in order to develop practical cybersecurity skills and application of said skills.
- III. Prepare and acquire real-world experience for job opportunities related to cyber and information security

## Article III - Membership Eligibility & Officer Eligibility

- I. Membership is open to all enrolled UNG students.
- II. Members must actively participate in one competitive event per semester and attend ten club meetings to be eligible for an officer position.
- III. Club officers must maintain a 3.3 GPA minimum (3.0 with approval of advisor).
- IV. Club officers must attend and participate in at least two club events (competition or conference) per semester.

## Article IV – Officers

### I. Club President

- Term length: 2 semesters (excluding Summer).
- Shall be appointed and agreed upon by the previous president and the current advisor.
- Manage the CyberHawks Officer calendar
  - Create CyberHawks officer meetings and joint meetings with the Cyber Unit.
  - Create and delegate tasks with enforceable deadlines to officers.
- Meet with the faculty advisor. (as necessary)
- Attend recruiting events as able. (as necessary)
- Create a Competitive Team subcommittee in accordance with Article XIV

### II. Competitive Manager

- Term length: 3 semesters (**including Summer, starting in Summer**)
- Oversee the HackHawks team captains.
- Add competitive events to the CyberHawks General calendar
- Audit National Cyber League Participation
- Manage club funding with the Cyber Institute and UNG Student Government Association
- Create a Competitive Team subcommittee in accordance with Article XIV
- Organize yearly capture the flag event (Goldrush Gauntlet).

### III. HackHawks Red Captain

- Term length: 3 semesters (**including Summer, starting in Summer**).
- Create, manage, and train a team to win the designated Red Team competition.
- Develop and run weekly training to increase the Club's red team knowledge.
- Work with the HackHawks Blue Captain to organize joint training.

### IV. Operations Lead

- Term length: 2 semesters (**excluding Summer**)
- Add non-competitive events to the CyberHawks calendar.
- Responsible for finding and distributing scholarship information to the club.
- Manage club funding with the Cyber Institute and UNG Student Government Association.
- Responsible for recruiting new members to the club.
- Organize weekly club meetings.
  - Ensure that CLDP and general attendance are being tracked.

### V. Social Manager

- Term length: 2 semesters (**excluding Summer**)
- Manage all CyberHawks social media accounts.
- Maintain UNG Connect page.
  - Publicize exceptional meetings and events onto the Porcelain Press & Newsletter.
- Create and distribute posters around campus at least once per semester.
- Manage the CyberHawks portion of the Cyber at UNG Discord server.

### VI. Student Presenter(s)

- Term length: 1 semester
- Appointed by application, decided by majority vote of club officers

- Must present a topic to the club at least once per semester
- Must create training materials regarding selected subject
  - Work with HackHawks captains regarding training times

#### VII. Infrastructure Manager

- Term length: 3 semesters (**including Summer, starting in Summer**).
- Maintain all CyberHawks infrastructure
- Create and manage subcommittees for maintenance of Website and Server Infrastructure

### Article V - Election Procedures

- I. Elections will be held at least four weeks before the end of every Spring Semester.
- II. CyberHawks President will be appointed by the faculty advisor and past president.
  - A. If an agreement between the two appointees is not met, the faculty advisor will supersede the past president and select the new club president.
- III. All CyberHawks Officers besides the President and red team captain will be appointed by popular vote by all members of the club.
- IV. Red team captain will be selected by a popular vote of the Club officers at the start of the Spring Semester. Their term will not start until the Summer Semester.
- V. Each CyberHawks Member Shall have one (1) vote for each officer position that is available.
- VI. Absentee voting and proxy voting is prohibited.
- VII. Members are allowed to run for multiple positions but may only hold one at a time.
- VIII. Vacancies occurring in any elected office must be filled within two weeks. The election procedure for filling the vacant office will be the same procedure during normal elections.
  - A. Failure to fill a role will result in the faculty advisor directly appointing a member to the role

### ARTICLE VI - Impeachment Procedures

- I. All elected officers and club members may be subjected to impeachment and removal by a 2/3 majority vote of voting club members and voting leadership members.
- II. Grounds for impeachment include negligence of duties/responsibilities and any form of misconduct damaging to the club.
- III. An officer/member may be impeached/removed only under the following
  - A. There must be a quorum of 10 voting club members present during impeachment/removal;
  - B. A minimum of 10 members and all officers must vote.
  - C. Prior to impeachment/removal, there must be one week's notice of intent publicized and a signed, Written acknowledgment from the faculty advisor for acknowledging and approving an impeachment vote.

### ARTICLE VII – Dues

- I. No student dues will be collected, as the club will be in part funded by the Institute for Cyber Operations, the College of Science and Mathematics, fund-raising events, and the University of North Georgia Student Government Association.

## Article VIII – Meetings

- I. General club meetings shall be held at least once weekly unless the meeting falls on an important event requiring the full attention of officers.
- II. Officers must hold at least one meeting each week to coordinate and discuss club business.
- III. Red team training shall be held at least twice a month.
- IV. These requirements are only in effect while the University of North Georgia is holding classes during fall and spring semesters.

## Article IX - Responsibilities

- I. This club accepts full financial responsibility for all activities that bear its name as an official sponsor and will adhere to all college regulations. All publicity for an event must bear the name of the sponsoring club.
- II. Any power not iterated in the Club constitution is left for voting leadership members to legislate with policy.

## Article X - Faculty Advisor

The role of the faculty advisor is to

- Serve as the official staff representative of the college.
- Work closely with the club to ensure a cooperative relationship between the adviser and the club membership.

- Assist each officer of the club in understanding their duties.

This club accepts full financial responsibility for all activities that bear its name as

- Be invited for all official club/organization meetings and activities (business and social), and to advise students of the policies and procedures which they must follow as a club/organization.
- Ensure that all reasonable steps are taken to ensure the safety and welfare of club members.
- Ensure that appropriate college policies are upheld.
- To sign all club/organization requisitions for the club/organizations.

## Article XI - Right to Act

- I. Any club officer or club member does not have the right to incur any debt or become involved in any business under the title or by implying the title of a club in any way unless given full authority to do so by the club, by ½ of the voting delegation of CyberHawks officers.

## Article XII – Amendments

- I. Any amendment, change, or addition requires a 2/3 vote amongst the voting club member body, as well as a 2/3 vote amongst the voting leadership body at a general club meeting and with written approval of intent from the faculty advisor.
- II. For an amendment vote to occur, a minimum of 10 voting club members must be present.
- III. An amendment may be submitted for addition and approval from any voting club member.

## Article XIII – Voting

- I. A voting club member is defined as a student enrolled at the University of North Georgia, who is a member of the CyberHawks UNG Connect group.
- II. A voting leadership member is defined as any person appointed or elected to an officer role as defined in the CyberHawks constitution, Article IV.
- III. Voting on motions shall only be carried out during a scheduled leadership meeting or general club meeting. Only voting leadership members may vote on policy motions.

#### Article XIV – University Competitions

- I. A University Competition shall be defined as an event where the Institute for Cyber Operations is requesting a team from CyberHawks to represent the University of North Georgia in a competitive manner.
- II. A competitive season shall be defined as the start of the Summer Semester to the end of the following Spring Semester.
- III. The designated Red Team competition and designated Blue Team competition shall be selected at the start of each season.
- IV. The designated Red Team competition and designated Blue Team competition teams shall be selected with the sole discretion of the red and blue captains respectively.
- V. The President and Competitive Manager shall work together to create a competitive team subcommittee at the start of each competitive season.
  - a. The subcommittee must consist of at least three club officers.
  - b. The subcommittee will be responsible for selecting club members to go to University Competitions.
  - c. The subcommittee must send out an interest form for the competition for all competitions at least two weeks prior to the competition taking place. The form must be up for a minimum of seven days (if able). This rule is null and void if the club is informed of the competition less than two weeks before team selection is due.
  - d. The subcommittee will be responsible for assessing the needs of each competition and adding relevant questions to the interest form.
  - e. The President and Competitive Manager reserve the right to change this subcommittee throughout the season.