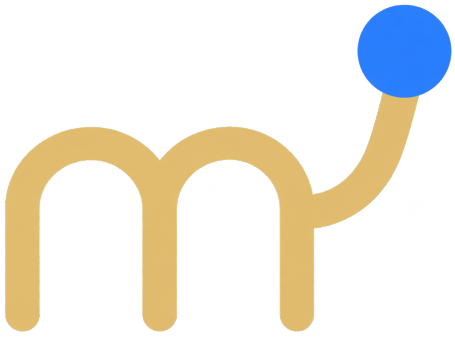


Club for Applied Machine Learning

University of Colorado Boulder

Constitution and Bylaws of the
Club for Applied Machine Learning

Adopted: October 27, 2026

Last Amended: _____

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Article I. Name and Affiliation

Section I. Official Name

The name of this organization is the **Club for Applied Machine Learning**, abbreviated **CAML** (the "Organization").

Section II. Institutional Affiliation

CAML operates as a student organization at the University of Colorado Boulder ("CU Boulder") and is subject to applicable university policies, recognition requirements, and law. CAML shall not claim to represent the University or bind it contractually without appropriate authorization.

Article II. Mission and Objectives

Section I. Mission

CAML's mission is to develop practical expertise in machine learning through projects, research, competitions, and collaboration with academia and industry.

Section II. Objectives

CAML seeks to (a) create accessible opportunities to apply machine learning to real-world problems; (b) support student-led research and engineering; (c) encourage interdisciplinary learning and responsible technical practice; (d) organize workshops, events, and competitions; and (e) connect students with academic and industry communities.

Section III. Federated Structure

CAML is organized as a federation of semi-autonomous Sections dedicated to particular application areas of machine learning. Central governance is limited to powers expressly reserved by these Bylaws; all remaining internal operational authority is retained by the Sections, subject to applicable policy and law.

Article III. Membership

Section I. Mandatory University Statement

In accordance with university policy, this recognized student organization is open to all CU Boulder students and does not discriminate based on race, color, national origin, sex, age, disability, creed, religion, veteran status, marital status, political affiliation, political philosophy, pregnancy, sexual orientation, gender identity or gender expression in accordance with state, federal and Regent law.

Section II. Eligibility and Admission

All CU Boulder students may join CAML through a reasonable registration process. Admission to CAML as a whole does not require approval by a Section Head or a discretionary vote. CAML members participate through recognized Sections; a student seeking affiliation with a Section shall submit a request to its Section Head. The Section Head is responsible for reviewing and approving membership in that Section and for communicating the decision to the Vice President of Operations. Section admission decisions must be consistent with the nondiscrimination commitment above and may consider reasonable, clearly communicated considerations such as project capacity, safety, training, and technical prerequisites. A student not yet approved for a Section remains eligible for CAML-wide membership and general meetings, and may request affiliation with another Section. Until Section placement, the Vice President of Operations may maintain that student's general-participation registration for administrative purposes. Section membership and affiliation records shall be maintained by the Vice President of Operations or a designee.

Section III. Dues and Participation

No dues are required for general membership. Members may participate in general meetings, activities, and Sections subject to reasonable project-specific safety, capacity, training, or technical prerequisites applied fairly and consistently.

Section IV. Member Responsibilities

Members shall comply with applicable CU Boulder policies and CAML's governing rules; conduct themselves respectfully; observe project-specific safety, data-access, and research requirements; use organizational resources responsibly; and communicate reasonably with their Section Head about any commitments they voluntarily accept. Membership does not require a minimum project workload or attendance unless an independently stated requirement applies to a specific activity. Section Heads shall provide members reasonable notice of applicable Section expectations.

Section V. Voting Rights

General membership does not confer voting rights in either Board. Only the voting persons or representatives expressly designated under these Bylaws exercise governance votes. Members may present proposals, petition the Boards, and participate in consultation and feedback processes.

Section VI. Loss of Membership

Membership ends upon resignation, loss of student eligibility, or removal under Article VIII. Withdrawal or exclusion from a particular Section does not by itself terminate CAML membership; the affected student may seek affiliation with another Section or be temporarily assigned to general participation. University-required recognition eligibility rules take precedence.

Article IV. Executive Board

Section I. Composition

The Executive Board is the central governing body for organization-wide affairs. Its **required student officers** are: (1) President, (2) Vice President of Operations, and (3) Vice President of Finance, in that order of succession. Its **optional student officers** are Director of Marketing and Director of Strategy. The Board may also appoint up to two External Advisors, who may be faculty, researchers, or industry professionals. External Advisors are not student officers and do not exercise responsibilities that university policy reserves to student leaders.

Section II. Responsibilities of Executive Board Members

Every student Executive Officer shall act in the interests of CAML as a whole, attend and prepare for Board meetings when reasonably possible, disclose actual conflicts of interest, comply with university rules, and maintain an orderly transition of records and access when leaving office. Individual officer responsibilities are as follows:

President (required).
Presides over Executive Board meetings; sets meeting agendas in consultation with other officers; coordinates long-term priorities; represents CAML in authorized university and external communications; oversees officer succession; and serves as the primary escalation point for disputes that cannot be resolved within a Section. The President may delegate operational tasks but does not possess unilateral authority to override Board votes.

Vice President of Operations (required).
Administers CAML's internal operations, meeting calendars, membership and Section-affiliation records, notices, minutes, and organizational documents; coordinates organization-wide events and the Sectional Board; tracks officer and Section Head contact information; and helps coordinate university registration and compliance requirements. Acts as President when the presidency is vacant or the President is unavailable.

Vice President of Finance (required).
Serves as Treasurer and primary financial point of contact; collects Section reports of amounts held and general uses of funds; maintains consolidated summaries and records necessary for university compliance; advises Sections on applicable funding procedures; and reports material financial issues to the Executive Board. This office does not ordinarily preapprove routine Section spending absent a rule or binding funding restriction requiring it.

Director of Marketing (optional).
Coordinates CAML-wide communications, public announcements, recruitment, branding, outreach materials, and promotion of events, while respecting Section autonomy and any required approval for external commitments.

Director of Strategy (optional).
Supports long-term planning, cross-Section initiatives, assessment of proposed Sections and collaborative opportunities, and preparation of proposed organization-wide partnerships for Board consideration.

External Advisors (optional; up to two).
Provide academic, technical, professional, or industry guidance; advise on strategic opportunities, ethical practices, and industry connections; and attend meetings as appropriate. External Advisors

have no operational command over Sections, no authority to appoint or remove officers or members, and no authority to bind CAML or CU Boulder. Any Executive Board voting allocation remains subject to the Student Control provisions below.

Section III. Shared Board Responsibilities

The Executive Board shall establish organization-wide priorities and policies, consider Section recognition and dissolution, act on proposed external partnerships and other commitments reserved to it, address properly submitted member-conduct matters, oversee the fair application of these Bylaws, and periodically review whether required offices remain filled. Matters reserved to a student-only vote shall be handled solely by eligible student executives.

Section IV. Student Officer Selection and Terms

Student Executive Officers must be currently eligible CU Boulder students. The sitting Student Executive Board appoints officers, including successors and optional directors, by a **two-thirds vote of the total eligible student executive voting power**, excluding the position or candidate whose appointment is under consideration when the officer is personally conflicted. Appointments and vacancies shall be recorded in the minutes. Terms are indefinite, ending upon resignation, loss of eligibility, removal, or lawful replacement under these Bylaws. Eligibility and participation shall be reviewed at least once each academic year.

Section V. External Advisor Selection and Terms

External Advisors are appointed or removed by a two-thirds vote of the total eligible student executive voting power. Their initial voting allocation is zero unless the Student Executive Board separately approves an allocation under the Weighted Voting and Student Control provision. Advisors serve until resignation, removal, or replacement; appointments may be reviewed annually. Advisors do not appoint or remove officers, vote on succession or amendments, or decide member disciplinary appeals.

Section VI. Weighted Voting and Student Control

Each seated student Executive Officer holds **two votes**. Each External Advisor may be assigned **zero to three votes** by a two-thirds vote of the total eligible student executive voting power, subject to the following permanent protections: With three to five seated student executives, student executives collectively hold six to ten votes. External Advisors collectively may hold up to six votes, but only to the extent compatible with the protections below. In no event may the Advisors hold an equal or majority share of total Board voting power. Any allocation that would violate this rule is ineffective; if student seats become vacant, advisor allocations are automatically suspended to the extent needed to maintain strict student-majority control, beginning with the most recently approved advisor allocation. Suspended votes may be restored only by a new student executive vote.

Section VII. Decision Classes

1. **Ordinary decisions:** require more than half of the votes cast at a quorate meeting. Abstentions are not votes cast. A tie defeats the motion.
2. **Major decisions:** require at least two-thirds of the total eligible Executive Board voting power,

including any currently effective Advisor votes, *and* affirmative votes from a majority of seated student Executive Officers. Major decisions include creation or dissolution of Sections; approval of organization-wide external partnerships or funding agreements; and commitments of shared resources designated major by standing policy.

3. **Protected decisions:** require at least two-thirds of the total eligible *student executive* voting power, with Advisors excluded. Protected decisions include student officer and Advisor appointments or removals; Advisor voting allocations; bylaw amendments; and alterations of executive voting rights or governance structure. Provisions governing removal of a respondent officer are additionally subject to the conflict and removal rules in Article IX.

Whenever two-thirds approval is required, fractional thresholds round upward to the next whole vote. Vacant offices carry no votes. A conflicted officer may not cast votes on their own removal or a decision granting them a special personal benefit; that officer's votes are excluded from the eligible denominator for that particular decision. The President does not receive a casting vote.

Section VIII. Executive Quorum

A quorum requires (a) a majority of seated student Executive Officers in attendance, including at least two student officers, and (b) representation of more than half of all currently eligible Executive Board voting power. Advisor votes do not substitute for the minimum student attendance. No binding Board action may occur without quorum.

Section IX. Meetings

The Executive Board meets at least quarterly during the academic year to address long-term strategy, policy, shared resources, and upcoming events. Any Executive Board or Sectional Board member may request a special Executive Board meeting. The President or Vice President of Operations shall schedule it within a reasonable period, ordinarily with seven calendar days' notice; urgent action may be taken with shorter notice if all available student executives are notified. Meeting minutes shall record attendance, motions, votes, and decisions.

Article V. Sectional Board

Section I. Composition and Scope

The Sectional Board coordinates cross-sectional work. It comprises all student Executive Officers, the Head of each recognized Section, and any delegates appointed by a Section Head. External Advisors may be invited to provide input but are not Sectional Board members and possess no Sectional Board votes.

Section II. Sectional Voting

Each recognized Section controls exactly **two votes**, exercised by its Section Head or split with a designated delegate according to that Section's internal arrangements. The student executives together control **two additional collective votes**, cast as one bloc according to a simple majority of the seated student executives participating in that determination. In a tie or absent such majority, the collective two votes are abstentions. The Sectional Board has two votes for every recognized

Section, plus two votes exercised collectively by the student executives. One person representing multiple capacities may not exercise more votes than their represented Section and the collective Executive bloc are respectively entitled to cast.

Section III. Decisions and Quorum

Ordinary Sectional Board decisions require more than half of votes cast. Major Sectional Board decisions require two-thirds of all eligible Sectional Board votes. Quorum requires representation of more than half of recognized Sections *and* a majority of seated student Executive Officers; at least one representative from each attending Section must be present. Sectional matters may not override reserved Executive Board powers or a Section's protected internal autonomy.

Section IV. Responsibilities of Sectional Board Members

Section Heads represent the needs and activities of their Sections, participate in cross-Section planning, identify conflicts and shared infrastructure needs, communicate decisions back to their members, and coordinate joint activities when voluntarily undertaken. Appointed Section Representatives may speak and cast only the Section votes specifically delegated to them, and shall accurately communicate their Section's positions. Student executives serving on the Sectional Board coordinate organization-wide logistics and exercise their two votes collectively under the voting rule above. The Sectional Board does not adjudicate membership removal or exercise powers reserved to the Executive Board.

Section V. Meetings and Responsibilities

The Sectional Board meets at least monthly during the academic year. Any Section Head or student Executive Officer may request a special meeting. The Sectional Board coordinates shared events, collaborative projects, shared technical infrastructure, and initial resolution of inter-sectional disputes. The Vice President of Operations, or a designee, records minutes and actions.

Article VI. Sections and Divisional Autonomy

Section I. Formation

Any CU Boulder student member may propose a Section devoted to an application or discipline of machine learning, including finance, robotics, healthcare, computer vision, or natural language processing. Proposals shall describe the Section's scope, initial leadership, and intended activities. Recognition requires a major-decision vote of the Executive Board.

Section II. Leadership

The founder of a recognized Section serves as its initial Section Head, subject to continuing student eligibility. A Section may select a successor according to its internal process, subject to Executive Board approval by ordinary decision. The Section Head may designate additional officers, project leads, or representatives, and shall provide updated contacts to the Vice President of Operations.

Section III. Reserved Autonomy

Each Section independently determines its internal projects, research, technical approaches, meeting schedules, competitions, internal appointments, and day-to-day activities, subject to these Bylaws and applicable policies. Neither Board may intervene merely because it disagrees with an otherwise authorized Section decision. Authority not expressly reserved to a Board remains with the Sections.

Section IV. Responsibilities of Section Heads and Members

Each Section Head coordinates the Section's general direction, reviews and approves requests for membership in the Section according to fair and clearly communicated criteria, communicates meeting and project information, establishes reasonable project participation expectations, maintains a current point of contact and member roster, reports Section funds and their general use to the Vice President of Finance, and represents the Section on the Sectional Board. Section Heads are expected to promote fair participation and address routine Section conflicts informally where appropriate. They may submit a documented recommendation for a member's removal under Article VIII but may not independently terminate CAML membership. Members shall fulfill the applicable responsibilities stated in Article III and the reasonable, previously communicated requirements of projects they choose to join.

Section V. External Commitments

Organization-wide or Section-level external partnerships, sponsorship commitments, funding agreements, and representations that bind CAML require advance Executive Board approval. Routine academic collaboration and informal professional contact that create no binding commitment do not require approval.

Section VI. Dissolution and Appeal

The Executive Board may dissolve a Section for sustained inactivity, serious misconduct, a material policy violation, or a documented organizational necessity, by major-decision vote. The Section Head must receive written notice of the proposed action and a reasonable opportunity to respond. An affected Section may request reconsideration by non-conflicted student executives within fourteen calendar days; the action is stayed pending reconsideration unless immediate action is necessary for safety or university compliance.

Article VII. Financial Administration

Section I. Section Funds

Sections may raise, receive, hold, and manage funds for their own authorized activities, to the extent permitted by applicable university and financial rules. Such authority does not itself authorize an independently held bank account or other arrangement prohibited by university policy.

Section II. Reporting to the Treasurer

Each Section Head shall report to the Vice President of Finance the **amount of funds held or controlled by the Section and the general use of those funds**, at least once per academic semester and upon reasonable request. Reports may be concise and need not seek advance approval for each routine expenditure unless required by university policy or a specific binding funding condition.

Section III. Oversight and Shared Funds

The Vice President of Finance maintains consolidated records as reasonably necessary for accountability and university compliance. Allocation and use of Organization-wide shared funds are governed by Executive Board decisions and applicable rules. No individual may bind CAML or the University to an unauthorized financial obligation.

Article VIII. Member Conduct, Discipline, and Appeals

Section I. Standards of Conduct

All members, Section Heads, officers, and participants shall comply with CU Boulder policies, applicable law, and the nondiscrimination commitment in Article III; treat others respectfully; refrain from harassment, threats, and misuse of resources; and observe applicable safety, research, data-privacy, and project-access rules. Members are accountable for their own conduct, not automatically for the acts of others in their Section.

Section II. Authority and Grounds for Action

A Section Head may request that the Executive Board consider removing an affiliated member for a stated, documented reason, including substantial or repeated violations of Section rules, serious disruption, misconduct, or material failure to meet clearly communicated obligations voluntarily undertaken. The Executive Board reserves authority to initiate a review or remove any member who violates applicable CU Boulder policy, subject to the process below and any mandatory university process. A Section Head's request is a recommendation and does not itself remove a member. Disagreement over ideas, ordinary nonattendance, or refusal to take on optional work is not, without more, grounds for organization-wide removal.

Section III. Submission and Preliminary Review

A removal request shall be sent in writing to the President or Vice President of Operations, or to another non-conflicted student executive if either is involved. It shall identify the member, the relevant Section, the specific conduct or applicable rule, approximate dates when known, and any available supporting information. A student executive shall acknowledge receipt, screen for conflicts of interest, and refer potential university-policy violations to the appropriate university office when necessary. CAML shall not purport to determine university disciplinary liability or interfere with a university investigation.

Section IV. Notice and Opportunity to Respond

Except where immediate safety or policy concerns require temporary measures, the member shall receive written notice of the proposed action and reasons, access to a reasonable summary of the information relied upon subject to privacy restrictions, and at least seven calendar days to submit a written response or request to speak with the non-conflicted student executives. The reviewing officers may seek additional information from the Section Head and the member, and shall keep the matter as confidential as reasonably possible.

Section V. Decision and Available Measures

Following review, non-conflicted student executives may dismiss the request, issue a warning, impose a proportionate temporary restriction on specified CAML activities, recommend reassignment to another Section, or remove the member from CAML. Organization-wide membership removal requires an affirmative ordinary majority of votes cast by non-conflicted student executives at a meeting attended by a majority of those eligible to decide; External Advisors and Section Heads have no vote in the disciplinary decision unless a Section Head separately holds a non-conflicted student executive office. The outcome and brief reasons shall be communicated in writing. If fewer than two non-conflicted student executives can decide fairly, CAML shall seek guidance from the Center for Student Involvement before final removal.

Section VI. Immediate Safety and University Policy

Where reasonably necessary to protect participants or comply with university directions, the President or another non-conflicted required student officer may impose a narrowly tailored, temporary participation restriction pending prompt Executive Board review. The Executive Board may act on a substantiated CU Boulder policy violation within CAML's membership authority, but university-directed measures and appeals under university policy take precedence. No internal decision limits a person's right to report concerns to CU Boulder or other appropriate authorities.

Section VII. Appeal and Reconsideration

A removed member may submit a written appeal within fourteen calendar days of notice, identifying a procedural error, significant new information, conflict of interest, or a materially disproportionate outcome. The appeal shall be reviewed by student executives who did not make the initial decision wherever practicable; otherwise, the organization shall seek an appropriate university-facilitated review. A final written decision shall be issued within a reasonable period. An appeal does not automatically suspend a temporary safety restriction. No member may be retaliated against for making a good-faith report or appeal.

Article IX. Leadership Vacancies, Removal, and Transitions

Section I. Vacancies

If the President's office is vacant, the Vice President of Operations acts as President until a successor is appointed. If that office is also vacant, the Vice President of Finance acts. Remaining student executives shall seek to fill required vacancies promptly. If fewer than two eligible student

executives remain, ordinary Board decisions are suspended except actions necessary to organize lawful succession or comply with university requirements; the remaining officers shall seek guidance from the Center for Student Involvement.

Section II. Student Executive Removal

A student Executive Officer may be removed for sustained nonparticipation, loss of eligibility, serious misconduct, or material failure to perform duties. Notice identifying the basis must be provided in writing, and the officer must have a reasonable opportunity to respond. Removal requires at least two-thirds of the *remaining non-conflicted student executive voting power*, rounded upward; the affected officer does not vote and is not counted in the denominator. Where the number of non-conflicted officers is insufficient for fair consideration, university guidance should be sought before final action.

Section III. Section Head Removal

Section Heads may be removed under their Section's documented internal process, subject to Executive Board review, or by a major Executive Board decision for cause, following written notice and an opportunity to respond. Affected Heads may appeal to the non-conflicted student executives within fourteen days.

Section IV. Transition Records

Outgoing officers and Section Heads shall reasonably transfer relevant meeting records, contacts, financial reports, project documentation, and authorized account access to their successors, consistent with university privacy and security requirements.

Article X. Meetings, Records, and Interpretation

Section I. General Meetings

CAML shall hold at least two general meetings in each fall and spring academic semester; general meetings may therefore occur less frequently than once per month. General meetings shall be open to **all CU Boulder students**, whether or not they are CAML members or affiliated with a Section, subject only to reasonable venue capacity, safety, and university requirements. General meetings may include introductory activities, presentations, recruitment, announcements, and opportunities for student feedback. They are not voting assemblies, and attending them does not grant governance voting rights. Sections may independently schedule additional project meetings, workshops, or activities, which need not be open to persons who lack applicable project access or training.

Section II. Notice and Records

Regular meeting schedules shall be communicated through CAML's established member channels. Major or protected Board motions should ordinarily be circulated at least seven calendar days before a vote. Minutes shall include date, attendance, proposals, votes, and actions, and shall be retained in an accessible organizational repository with appropriate privacy protections.

Section III. Conflicts Between Governing Bodies

The Sectional Board first attempts to resolve disputes between Sections. Unresolved disputes may be appealed to the Executive Board. The Executive Board's resolution is final within CAML, subject to university requirements and any appeal expressly provided elsewhere in these Bylaws. Neither Board may amend these Bylaws by informal practice.

Section IV. Hierarchy and Parliamentary Procedure

Applicable law and university rules control over these Bylaws; these Bylaws control over Board policies and Section charters. For procedural questions not covered herein, the presiding officer may consult the current edition of *Robert's Rules of Order Newly Revised* to the extent consistent with these Bylaws.

Article XI. Amendments, Ratification, and Adoption

Section I. Amendment Proposal and Notice

Any student member may propose an amendment in writing to the Student Executive Board. The proposed text shall be circulated to student members through established channels at least fourteen calendar days before the vote, with an opportunity for member comment.

Section II. Approval

Amendments require the affirmative vote of at least two-thirds of the total eligible student executive voting power at a quorate Executive Board meeting. External Advisors have no amendment vote. An amendment may not displace mandatory university language or violate student organization recognition requirements.

Section III. Effective Date

These Bylaws become effective upon adoption by a two-thirds vote of the initial eligible student executive voting power, subject to applicable university recognition requirements. Amendments are effective on the date specified in the adopting resolution, or immediately if none is specified.

Certificate of Adoption

We, the undersigned founding student officers, certify that these Bylaws were adopted by the Club for Applied Machine Learning on the date written below, in accordance with the adoption provision above.

President

Signature: _____

Printed Name: _____

Date: _____

Vice President of Operations

Signature: _____

Printed Name: _____

Vice President of Finance

Signature: _____

Printed Name: _____

Date of Adoption: _____