



Utah Federation of College Republicans Constitution

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Utah Federation of College Republicans Constitution

Article I – Preamble

We, the Utah Federation of College Republicans (UFCR), establish this organization to educate and inspire college students in the principles of the United States Constitution, liberty, and conservatism. We aim to train and activate members to uphold these principles through advocacy, volunteerism, and support for the Utah Republican Party and its candidates.

Article II – Name and Affiliation

The organization shall be named the Utah Federation of College Republicans (UFCR). The UFCR is the sole recognized College Republican Federation in Utah and maintains auxiliary status with the Utah Republican Party. The UFCR affiliates with the College Republicans of America (CRA), provided such affiliation does not interfere with the UFCR's relationship with the Utah Republican Party or its objectives.

Article III – Objectives

The UFCR is dedicated to the following goals:

1. Educate, train, and inspire college students in the principles of the U.S. Constitution, liberty, and conservatism.
2. Recruit and engage members to advance these principles and encourage active participation in the Utah Republican Party.
3. Support the election of Republican candidates to local, state, and national offices.
4. Strengthen university chapters by fostering membership growth and connections with conservative community leaders and resources.
5. Raise and allocate funds primarily to support individual university chapters and UFCR activities.

Article IV – Membership

To be an active member of the UFCR, an individual must:

1. Adhere to the objectives of the UFCR.
2. Be enrolled in classes at an accredited college or university in Utah or intend to enroll in graduate school within two years.
3. Be a registered Republican voter in Utah.
4. Membership may be revoked by a two-thirds vote of the UFCR Executive Board.

Article V – Chapter Chartering and Leadership

Section 1: Local Chapters

The UFCR comprises local chapters, each representing a single college or university campus in Utah. Only one chapter may be chartered per institution.

Section 2: Chapter Chartering

To become an officially recognized UFCR chapter, a group must:

1. Submit a list of at least three founding members, including contact information and designation of one member as chapter chair.
2. Provide a list of additional members with names and contact information.
3. Submit a chapter constitution along with a strategic plan (not exceeding two pages) outlining goals, objectives, strategies, officer structure (including at least a chair and vice chair), and terms of service. This plan may be submitted at any time to the UFCR Executive Board.
4. The UFCR Executive Board shall review, and the State Leadership Board shall vote on chapter applications at the earliest board meeting. Approval requires a two-thirds vote.

Section 3: Chapter Annual Review

1. Each chapter must hold an initial organizing meeting in August.
2. By the October board meeting, chapters must resubmit their strategic plan with updates to goals, objectives, strategies, and leadership. Changes to chapter branding must be approved by the Chair and abide by all school regulations and guidelines.
3. Chapters must provide a current list of members and officers, including names, phone numbers, and email addresses.
4. The Executive Director shall oversee the annual review process and report findings to the State Leadership Board.

Section 4: Official Chapter Meetings

1. Chapters must hold monthly meetings during the academic year to maintain official status.
2. If a chapter fails to comply, the State Chair or Vice Chair may issue a written warning. If noncompliance persists for 60 days, the UFCR Executive Board may revoke chapter status by a two-thirds vote.

Section 5: Removal of Chapter Status

A chapter's official status may be suspended or revoked by a majority vote of the UFCR State Leadership Board for failure to meet bylaw requirements. The State Chair, with unanimous Executive Board approval, may revoke chapter leadership positions.

This may include:

1. Unruly behavior that damages chapter or state reputation.
2. Failure to follow chapter or state constitution and bylaws.
3. Failure to comply with local, state, or federal laws.
4. Violation of Organization values or mission.
5. Misconduct or unethical behavior.
6. Disaffiliation or disloyalty.

Section 6: Annual Meeting

1. The UFCR shall host an annual meeting in August, attended by all chapter leadership (chair, vice chair, and board members).
2. Chapters that are inactive, lack leadership, or face extenuating circumstances may be excused from attendance with prior approval from the State Chair.

Section 7: UFCR Officers and Executive Board

1. **Officers:** The UFCR Executive Board consists of the State Chair, Vice Chair, Executive Director, Finance Director, Field Director, Communications Director, and Secretary. Each chapter chair or their designee serves on the State Leadership Board but not the Executive Board.
2. **Election and Appointment:**
 - The State Chair, Vice Chair, and Executive Director are elected at the UFCR state convention in odd-numbered years, taking office at the convention's close for a two-year term.

- The Finance Director, Field Director, Communications Director, and Secretary are appointed by the State Chair with State Leadership Board approval by a simple majority vote and serve until the next convention.
- If no candidates run for elected positions, the State Chair may appoint individuals with full voting authority, subject to State Leadership Board approval.
- 3. **Eligibility:** Candidates and appointees must be registered Republicans and either currently enrolled at an accredited Utah college/university or have graduated within two years of assuming office.
- 4. **Vacancies:** The State Chairman may select a nominee or open a interview process. Officer vacancies are filled by a two-thirds vote of the State Leadership Board at an official meeting.
- 5. **Removal:** Officers may be removed for failure to perform duties by a unanimous vote of the Executive Board or a three-fourths vote of the State Leadership Board upon a written petition from a board member.
 - If an Executive Board member is under the removal process, his or her vote is surrendered.
- 6. **Ad-Hoc Officers:** The State Chair, with State Leadership Board approval, may appoint ad-hoc officers (e.g., Outreach Director, Political Director, Policy Director, Parliamentarian) to serve until the next convention. Ad-hoc officers are voting members of the State Leadership Board.
- 7. **Line of Succession:** The order is State Chair, Vice Chair, Executive Director, Finance Director, Field Director, Communications Director, Secretary. Chapter chairs are not included. In case of a vacancy in the State Chair position, chapter chairs must convene an emergency meeting (in person or online) to elect a new Chair and Vice Chair.

Article VI – Officer and Board Duties

Section 1: Duties of Officers

1. **State Chair:**
 - Preside over all UFCR State Leadership Board meetings and oversee operations.
 - Serve as the primary fundraiser and organizer, delegating tasks as needed.
 - Authorize expenditures up to \$300 unilaterally; per diem expenses require prior approval from the Executive Board.
 - Interpret the constitution, subject to override by a simple majority vote of the State Leadership Board.

- Maintain relations with the Utah Republican Party and the CRA, ensuring resource allocation to chapters.
- Attend and vote at Utah Republican Party State Central Committee meetings.
- Attend and participate in Utah Republican Party Executive Committee meetings. This is a non-voting position.
- Reapply for Auxiliary status per UTGOP Bylaws 4.B-D.
 - i. This is to be done before the 1st SCC Meeting following the State Organizing Convention.
- Report UFCR membership and activities to the CRA.
- The State Chair shall represent the UFCR at its national affiliation as its National Committee person.
- Appoint advisory ad-hoc committees for legislative/advocacy issues with majority Executive Board approval.
- Oversee chapter compliance with branding and guidelines bylaws.
- Form Convention, Elections, and Credentials Committees in collaboration with the Executive Committee.
- Establish when necessary a call to order to vote on emergency powers.

2. Vice Chair:

- Assume State Chair duties in their absence or as directed.
- Coordinate public events with Executive Board consent.
- Coordinate with chapters in overseeing compliance with school, state, and federal regulations and guidelines.
- Assess potential legal or regulatory risks the organization may face.
- Assist in recruiting new chapters and maintaining relations with the Utah Republican Party and CRA.
- Maintain strategic relations with local legislative bodies for the purpose of enhancing members political literacy.
- Oversee chapter compliance with branding and guidelines bylaws.
- Manage credible internal disputes as filed by officers or members.
- Manage the transition of records and accounts to new administrations.
- Perform additional duties as assigned by the State Chair.

3. Executive Director:

- Oversee financial matters with the State Chair and Finance Director.
- Organize state conventions, conferences, and events, collaborating with the Convention, Elections, and Credentials Committees.
- Manage the onboarding process and oversee the training of new officers.
- Monitor political developments and advocate for UFCR-aligned policies.
- Coordinate with the CRA and Utah Republican Party on initiatives.

4. Finance Director:

- Develop and submit a budget for approval by the State Chair and Executive Board.
 - Manage UFCR funds, maintain contact with the UFCR accountant, and provide quarterly financial reports.
 - Approve all checks with the State Chair.
 - Lead fundraising efforts and assist chapters in establishing bank accounts.
 - Oversee fund allocation to chapters and UFCR activities.
5. **Field Director:**
- Coordinate grassroots outreach and membership recruitment across chapters.
 - Develop and implement strategies to engage students in UFCR events, campaigns, and volunteer opportunities.
 - Support chapters in organizing local events and connecting with conservative community leaders such as County Republican Party's.
 - Report on chapter activities and membership growth to the Executive Board.
6. **Communications Director:**
- Manage the UFCR website, social media, email, and other communications.
 - Draft and issue public statements with majority Executive Board approval, addressing major events and issues promptly.
7. **Secretary:**
- Record and distribute minutes of all official board and committee meetings.
 - Serve as parliamentarian when requested by the State Chair, ensuring adherence to meeting protocols.
 - Maintain an updated archive of UFCR records, including membership lists, chapter plans, and board decisions.
 - Assist the Executive Director with convention and event logistics.
8. **Ad-Hoc Officers:** Perform duties as assigned by the State Chair, subject to board needs. The Parliamentarian must resign before running for elected office to avoid conflicts of interest.

Section 2: Duties of the Executive Board

1. Provide strategic oversight and direction for UFCR operations.
2. Form the Convention Committee to plan and execute the state convention, the Elections Committee to oversee voting procedures, and the Credentials Committee to verify delegate eligibility. Committee members are appointed by the State Chair with Executive Committee approval and cannot run for elected positions.

3. Make interim decisions on urgent matters, subject to ratification by the State Leadership Board at the next meeting.
4. Coordinate with the State Chair to ensure alignment with UFCR objectives and bylaws.
5. Review chapter applications and make recommendations to the State Leadership Board.
6. Approve budgets by a simple majority vote.
7. Authorize expenditures by a simple majority vote (or approve budgets for specific/general items).
8. Oversee the implementation of UFCR objectives and policies.
9. Fulfill any further powers granted in this UFCR Constitution.

Section 3: Duties of the State Leadership Board

1. Serve as the governing body of the UFCR.
2. Approve chapter charters and State Chair appointments by a two-thirds vote.
3. Adopt and enforce rules to achieve UFCR objectives, provided they align with bylaws.
4. Meet upon the call of the State Chair (or Vice Chair in their absence) with two days' notice. Emergency meetings may be called without notice with Vice Chair consent.
5. Conduct meetings in person, via phone, video chat, or group messaging (e.g., email, text), with votes taken via these methods if all members receive notice.
6. Reconsider emergency meeting votes at a duly noticed meeting upon any officer's request.
7. A quorum consists of a majority of voting board members present at a duly called meeting.

Section 4: Emergency Powers of the State Chair

1. **Declaration of Emergency:** The State Chair may declare an emergency in situations that pose an immediate threat to the UFCR's operations, objectives, or reputation, including but not limited to:
 - Natural disasters, public health crises, or other force majeure events disrupting UFCR activities.
 - Significant legal, financial, or organizational crises requiring immediate action.
 - Urgent political developments necessitate rapid response to protect UFCR interests.
2. **Scope of Powers:** During a declared emergency, the State Chair may:

- Suspend non-essential UFCR activities (e.g., chapter meetings, events) for up to 30 days, with extensions subject to Executive Committee approval.
 - Authorize expenditures up to \$1,000 without prior Executive Board approval to address the emergency.
 - Make interim appointments to fill officer vacancies, effective until the next State Leadership Board meeting.
 - Issue public statements on behalf of the UFCR without prior board approval, provided they align with UFCR objectives.
 - Call emergency meetings of the Executive Committee or State Leadership Board with less than two days' notice.
 - Temporarily modify chapter compliance requirements (e.g., meeting or reporting deadlines) for up to 60 days.
 - Remove or suspend officers and members without Board approval.
3. **Notification:** The State Chair must notify the Executive Committee and State Leadership Board within 24 hours of declaring an emergency, providing a written rationale for the declaration and actions taken.
 4. **Review and Ratification:** All emergency actions must be reviewed and ratified by the Executive Committee within 72 hours and by the State Leadership Board at the next duly noticed meeting. A two-thirds vote of the State Leadership Board is required to overturn or modify emergency actions.
 5. **Limitations:** Emergency powers may not be used to:
 - Amend the Constitution or Bylaws.
 - Endorse candidates outside the guidelines of Article VIII.
 6. **Termination:** The emergency declaration expires after 30 days unless extended by a two-thirds vote of the Executive Committee. The State Leadership Board may terminate the emergency by a simple majority vote at any time.

Article VII – State Convention

Section 1: General Provisions

1. A state convention shall be held biennially in the Spring semester (preferably March or April) in Salt Lake or Utah County to elect officers and conduct other business.
2. The Executive Board, subject to State Leadership Board approval, selects the time and place, with locations rotated to address geographic concerns.
3. The State Chair shall notify chapters at least 60 days prior to the convention.
4. Each chapter may send students to be credentialed as delegates.

5. Delegates must be registered Republican voters, members in good standing of their chapter, and provide proof of enrollment at their school.
6. The State Chair may authorize online participation and voting at their discretion.

Section 2: Credentials and Election Rules

1. Candidate Eligibility:

- Registered Republican for at least one year (or first-time voters who turned 18 within the past year).
- Enrolled at an accredited Utah university (e.g., Utah State University, University of Utah, Brigham Young University, Weber State University, Salt Lake Community College, Utah Valley University, or any Washington County university).
- Submit a Form of Candidacy to utahcollegereps@gmail.com 30 days before the convention, including proof of Republican registration.

2. Voter Eligibility:

- Registered Republican for at least one year (or first-time voters who turned 18 within the past year).
- Enrolled at an active chapter university and verified by the Credentials Committee.

3. Voting Procedures:

- Voting uses paper ballots where voters write their preferred candidate's name.
- Two ballot boxes are used, shown empty, zip-tied, and guarded by four counters (two from the Elections Committee, two from the Credentials Committee).
- Voters' credentials are marked per round to prevent duplicate voting.
- Ballots are counted in a private room with one poll watcher per candidate allowed.
- The Credentials Committee reconciles ballots with credentialed voters.

4. Candidate Speeches:

- First round: Chair (4 minutes), Vice Chair (3 minutes), Executive Director (2 minutes).
- Subsequent rounds (if needed): Chair (2 minutes), Vice Chair (1 minute), Executive Director (1 minute).
- No speeches after two rounds to conserve time.

5. Election Outcomes:

- Single candidate: Elected by acclamation unless opposed by a two-thirds majority of credentialed voters.

- Multiple candidates: Majority vote required. If no majority is achieved, the candidate with the fewest votes is eliminated each round. Ties for the fewest votes trigger a runoff.
- 6. **Credentials Committee:**
 - Organizes and runs the convention; members cannot run for elected positions.
 - Submits a credential report to the Executive Board for disputes or publishes it on the UFCR website within one week if no disputes.

Article VIII - Candidate Endorsements

1. The UFCR and its chapters shall support Utah Republican Party State Convention winners and unopposed Republican candidates.
2. No Republican candidate may be endorsed in races with multiple Republican candidates. Endorsements require a two-thirds vote of the Executive Board.
3. The UFCR may not endorse non-Republican candidates in partisan races but may endorse non-partisan municipal or school board candidates with a two-thirds vote of the State Leadership Board.
4. Campaign materials shared by the UFCR or chapters (e.g., voter turnout, volunteer recruitment, candidate events) must include a disclaimer: "THIS IS NOT AN ENDORSEMENT."

Article IX - National Affiliation

1. The UFCR is affiliated with the College Republicans of America (CRA), provided it supports the UFCR's objectives and relationship with the Utah Republican Party.
2. **National Convention Delegates:**
 - The State Chair, Vice Chair, and Executive Director are entitled to be delegates.
 - If more than three delegates are allowed, the State Chair may appoint up to three active members.
 - Additional vacancies are filled by election at a state board meeting or convention, with candidates receiving the most votes selected sequentially.
3. Funding for national conventions is determined by the Finance Director and State Chair, with State Leadership Board approval. Full delegation funding is not required.
4. **Disaffiliation:**
 - The UFCR may vote to disaffiliate from the CRA at an official meeting with three representatives from each chapter, the full State Leadership Board, and Utah Republican Party approval.

- The vote must be unanimous and based on:
 - Strong ties to the Republican National Committee.
 - National organizations ability to provide resources and political strength.
 - Full agreement among all UFCR chapters.
- 5. **National Committeeman/woman:**
 - If the National Organization requires a National Committeeman or Committeewoman position it shall be the Chair of the UFCR.
 - If they require more than one position it shall be the UFCR Vice Chair.
 - If the Chair or Vice Chair declines the position it shall be elected via 2/3 vote of the Executive Committee.

Article X – Decorum and Debate

1. No member may speak more than twice on an issue without board permission or be interrupted, except by a call to order by the State Chair.
2. The State Chair (or Vice Chair in their absence) presides over meetings.
3. Violations of decorum require the member to cease action unless the board permits an explanation.
4. Third-party attendance or speaking at board meetings requires majority board approval.
5. When multiple members speak simultaneously, the State Chair designates the order.
6. State conventions abide by Robert's Rules of Order. Other meetings are subject to the State Chair's rulings.

Article XI – Amendments

1. **Bylaws:** Rules governing day-to-day UFCR operations, amendable by a two-thirds vote of the Executive Board.
2. **Constitutional Provisions:** All other provisions, amendable by:
 - A two-thirds vote of credentialed members at a UFCR state convention, or
 - A three-fourths vote of the State Leadership Board.
3. Constitutional amendments require ratification by two-thirds of active chapters within 30 days, using each chapter's preferred voting method.
4. Amendments take effect after the convention or board meeting where approved.
5. Amendment proposals must be submitted to utahcollegereps@gmail.com 30 days before the convention, including full text and rationale, by credentialed members.
6. **Debate and Voting:**
 - Proposer: 2-minute presentation, 1-minute closing.

- Up to two speakers for and against (1 minute each).
- Speakers identify name and chapter; debate is moderated by the State Chair.
- Voting uses credential raising, requiring a two-thirds majority to pass.
- Votes are counted by four counters (two from the Elections Committee, two from the Credentials Committee) and reconciled by the Credentials Committee.