

## **Taekwondo Club Constitution**

### **ARTICLE I.**

#### **NAME**

##### *Section 1.*

The name of this organization will be Taekwondo Club.

### **ARTICLE II.**

#### **PURPOSE**

##### *Section 1.*

The purpose of this organization is to provide individuals the opportunity to exercise and practice Taekwondo while under the supervision of a certified instructor, allowing martial artists of varying experience and skill levels to come together.

### **ARTICLE III.**

#### **MEMBERSHIP**

##### *Section 1.*

Non-Discrimination Clause

Membership is open to all enrolled students, faculty, and staff in good standing with the Institute, without regard to sex, race, ethnicity, religious beliefs, politics, handicap, or age.

##### *Section 2.*

To be considered in good standing and active during a semester, members must sign an annual waiver and participate in at least two meetings during the semester.

### **ARTICLE IV.**

#### **OFFICERS**

##### *Section 1.*

Officers must remain in good standing with RIT and the club. If not, other officers may elect to remove and replace the officer of concern. Officers may only hold one office at any time.

Officers are expected to meet outside of weekly club meetings as necessary to handle club obligations.

##### *Section 2.*

An officer may resign from office by informing all other officers. Resignation becomes effective once all other officers confirm they have been informed. Upon resignation, the Coordinator of club affairs must be informed.

##### *Section 3.*

President's Duties:

- a. Must regularly arrange weekly practice plans
- b. Must regularly attend and lead both weekly meetings
- c. When necessary, must be able to INDEPENDENTLY plan, attend, and lead practices on short notice
  - a. If absent, must send an alternate club member to lead practices
- d. Must become a club safety officer
- e. Must regularly plan and attend officer meetings
- f. Must be knowledgeable of club responsibilities and obligations
- g. Will hold the tie breaking vote on the E-Board

Vice-President's Duties:

- a. Must be able to take over as President, in temporary absence of President
- b. Must regularly arrange weekly practice plans with President
- c. Must regularly attend and help lead both weekly practices with President
- d. When necessary, must be able to INDEPENDENTLY plan, attend, and lead practices on short notice
- e. Must become a club safety officer

Treasurer/Equipment Manager's Duties:

- a. Must be able to INDEPENDENTLY handle all club financial transactions
- b. Must keep the club's financial record
- c. Must keep an inventory of all club equipment
- d. Must keep a list of all needed equipment and planned purchases
- e. Must act as the liaison between TKD Club and the SG Secretary of Finance
- f. When necessary, must be able to INDEPENDENTLY plan, attend, and lead practices
- g. Must become a club safety officer

Secretary's Duties:

- a. Must maintain and update club paperwork with Student Government and R.I.T.
- b. Must keep a record of officer decisions/discussions
- c. Must send updates to club members and/or officers as necessary
  - a. Must keep and update the club member mailing list
- d. Must be able to arrange club events and advertising activities
  - a. Must act as liaison between the club and R.I.T.
  - b. Must keep a record of all club-related events
- e. Must make necessary club documents/records/lists accessible to other officers

**ARTICLE V.**

VOTING AND ELECTIONS

*Section 1.*

Only active members in good standing may vote on club decisions and run for office.

*Section 2.*

Voting and elections will take place as deemed necessary by the officers. Voting on non-trivial club decisions will be announced in advance to club members and will be done during future meetings or through an online poll.

*Section 3.*

Officer elections will be announced at least two weeks in advance of the election date, and official nominations must be announced at the meeting of the election. The order of election will be: President, Vice-President, Treasurer, then Secretary. Voting for the officer election must be cast by secret ballot. Induction of new officers shall take place at the meeting after elections. The officers will serve one calendar year, which will begin the following semester. Emergency officer elections will be held as necessary and will proceed in the same manner as the regular annual officer election.

**ARTICLE VI.**

MEETINGS

*Section 1.*

There will be a total of two hours of weekly meetings arranged by the officers before the start of each semester. The annual election meeting shall take place during spring semester.

**ARTICLE VII.**

**ADVISORS**

*Section 1.*

This club requires only one advisor. The position of club advisor may be any R.I.T. staff or faculty, unless with permission of the Coordinator of Club Affairs and or the Club Review Board. The duty of the advisor is to oversee the club and insure it adheres to Institute rules and regulations. Advisors will serve for one calendar year and may renew or resign each year. In the event of resignation, any active member may nominate a new club advisor.

**ARTICLE VIII.**

**FUNDS**

*Section 1.*

The Taekwondo club will seek funding from fundraisers, otherwise from requests to the Undergraduate Student Government.

**ARTICLE IX.**

**AMENDMENTS**

*Section 1.*

Amendments to this constitution may be proposed by any member in good standing. Amendments must have a 2/3 vote and all officers must be included in the vote.

**ARTICLE X.**

**BENEFICIARY ADDENDUM**

*Section 1.*

Should this organization cease to exist, our funds will be donated to American Society for the Prevention of Cruelty to Animals (ASPCA).

**ARTICLE XI.**

**BY-LAWS**

*Section 1.*

By-laws of this organization can be proposed verbally at any meeting by any member in good standing. An immediate vote, after discussion of the proposed by-law, will be taken by a show of hands with a simple majority being necessary for passage. By-Laws do not require the approval of the Department of Club Affairs.

**ARTICLE XII.**

**ENABLING CLAUSE**

*Section 1.*

The constitution was voted on and put into effect Tuesday, September 5, 2017.

Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_