

The Ohio State University Taekwondo Club Constitution

Title I - Charter

Part A - Name, Purpose, Non-Discrimination Policy

Section 1: Name

The Ohio State University Taekwondo Club

Section 2: Purpose

The Ohio State University Taekwondo Club will encourage excellence in martial arts through training of the mind, body, and spirit of each member. The club will build strong relationships among members through social activities, fundraising events, martial arts competitions, demos, and weekly practices.

Section 3: Non- Discrimination Policy

Non-Discrimination Policy: The Ohio State University Taekwondo Club and its members welcome students of all backgrounds. No discrimination against any individuals for reasons pertaining to race, political alliances, immigration status, religion, gender, gender expression, sexual orientation, veteran status, age, skill level, disability, socioeconomic status, martial arts backgrounds or national origin will be tolerated.

Part B - Club Operations

Section 1: Membership: Qualifications, Types, Removal Process

Article A: Student Members

Any officially enrolled full time student at the Columbus campus of The Ohio State University may join The Ohio State University Taekwondo Club at any point during the year where classes are being held. Said individual will obtain student membership status and be listed on the roster after paying semester dues.

Article B: Non-Student Members

The OSU Taekwondo Club may grant membership to individuals who are not enrolled as full-time students of OSU Columbus Campus at any time of year where classes are held by

attending a class and paying semester dues. At any time, these members (heretofore referred to as non-student members) may not exceed one third of the total population of the club. Paying non-student members have general voting rights, but may not run for an executive board position.

Article C: Membership Dues

The price of semester dues must be determined prior to the start of each academic year with a unanimous vote by the executive board. The Treasurer will use any available budget data from the previous years to make a recommendation to the executive board. The executive board may decide to provide a discount to members paying for more than one semester at a time. Those students wishing to pay dues with a credit or debit card may do so with an additional fee stated at the time of purchase.

Article D: Uniforms

In addition to the standard membership dues, the executive board may, with a unanimous vote, require that each member pay a uniform fee for their first semester (or first semester without an official club uniform, for members who joined before the current official club uniforms were adopted) in order to acquire an official club uniform. Any Taekwondo uniform can be worn during practices, but if adopted, only official club uniforms may be worn to demonstrations, tests, involvement fairs, OSU sponsored tournaments or any other events during which members will be representing the OSU Taekwondo Club. During trial classes, any appropriate clothing may be worn.

Article E: Removal of Members

A member will be considered for removal from the club if any or all of the following behaviors are displayed: failing to pay dues in a timely manner, disruption of class repeatedly, disrespecting or harassment of officers, coach, or general members, or violation of Title I, Part A, Section 3, "Non-Discrimination Policy". The actual removal of the member will be decided by majority vote of the Executive Board. In addition, the executive board may deny any member the right to represent the OSU Taekwondo Club at any event for displaying said behaviors, subject to review by the club advisor.

Section 2: Leadership: Titles, Selection and Removal Process

Article A: Executive Board Titles, Duties, and Powers

The Executive Board governs the Taekwondo club in all activities and consists of six positions: President, Vice President, Treasurer, Director of Marketing and Recruitment, Risk Manager, and Secretary. The president has the power to cast two votes for items considered by the executive board where not otherwise stated. Duties for each position will be detailed in the by-laws and will be reviewed before the start of each academic year by the incoming executive board. Prior to the start of each academic year, the incoming executive board must create a one

sentence mission statement for the year as a by-law that is both in accordance with the existing charter for the club and that is distinct from the previous year's statement.

Article B: Selection Process for Executive Board

The selection of the members of the succeeding Executive board occurs at the end of the Academic year at a date determined by the current Executive board. Selection for the next year is determined by an anonymous vote among general members and the Executive board. Voting will take place for each Executive board position, in the order in which they are listed in Article A of this section. If the candidate does not receive 50% of the vote or more, there will be a run off between the top two earning candidates during which the candidate who receives the most votes shall win. Members may run for more than one position, but upon winning, may not run for the remaining positions. Nobody may cast a vote for a position for which he or she is running. Only Taekwondo black belts are eligible to run for the position of President. Colored belts are eligible if approved by the coach who is present the most often. Additionally, if no Taekwondo black belts run, colored belts are eligible to run for this position.

Article C: Appointed Positions

Additional non-executive board positions may be appointed by a unanimous vote of the executive board.

Article D: Removal and Replacement of Executive Board and Appointed Positions

Executive board members who fail to perform the duties expected as determined in the by-laws set each year may be removed from their position by a unanimous vote of the executive board, not including the board member at question. If the President is removed, then the current Vice President will become the new President. If any other Executive Committee member is removed from their position, then a candidate will be selected with a unanimous vote by the remaining executive board. The candidate will be approved or rejected by a majority vote by the general membership at the soonest meeting after the candidate is identified. If denied, the executive board will select another candidate with a unanimous vote and will go through the approval process until a candidate is approved by the general membership. The executive boards may remove or reappoint individuals to appointed positions with a unanimous vote.

Article E: Advisor Expectations

The Advisor is an OSU staff or faculty member who attends advisor training for the club. The advisor supports the organization through sport club committee attendance, is in charge of maintaining checks on executive board functionality and must approve all by laws. The advisor will act as liaison between the club and outside entities regarding all monetary transactions.

Article F: Coaches, Expectations, Selection and Removal

Coaches must be approved by a majority vote of the executive board. Coaches must to the best of their ability teach a curriculum that corresponds to the abilities and desires of the club membership and maintain consistent attendance and good relationships with the membership. Methods for compensation of the club coach will be determined in the by-laws prior to the start of each year. Removal of coaches requires a majority vote by the executive board.

Section 3: Method of Amending Constitution: Proposals, Notice, and Voting requirements

Proposed amendments should be in writing, the amendments shall be read in the general meeting in which they are proposed, and shall be discussed in the next immediate general meeting where votes will be taken. Amendments require a two-thirds majority vote of members who have attended practice at least once per week during the semester in which the amendment is proposed. Amendments also require consensus of the Executive board.

Section 4: Dissolution of Organization

Only a consensus among all active members and coaches of the club can dissolve this organization.

Section 5: By-Laws

By-laws can be created, amended, and repealed with a three-quarters majority of the Executive Board. The Presidential double vote does not apply.

Title II - By-Laws

1. 2020-2021 Mission: To create a welcoming environment that encourages students to explore new experiences and focus on personal development through learning as a martial artist of Taekwondo.

2. President Duties: The President is the primary student leader of the club and maintains communication with club coaches, club advisors, and external persons and organizations. The President also communicates with the RPAC facilities management on issues relating to equipment and room reservations, and is the liaison between the club at the Competitive Sports Office. The president will manage RPAC points, attend Presidents meetings, work with the Treasurer to obtain RPAC reimbursements for club spending, and manage club practices and Executive Board members. The President is also in charge of managing any sponsorships the club receives and must assist and supervise fundraising events. The President serves as the chair for any tournaments the club hosts.

3. Vice President Duties: The Vice President will support the President in any pursuits with which he or she needs assistance. The Vice President will assist the President with developing the competition schedule for the Club. In addition, he or she orchestrates demonstration events

and leads all cooperative efforts to plan, practice, and execute these demonstrations. The Vice President leads all projects involving apparel and is responsible for organizing team social events. The Vice President serves as the primary point of contact for club members wishing to provide feedback to the executive board.

4. Treasurer Duties: The Treasurer will collect all Semester dues, uniform fees, and testing fees as well as any other pertinent finances for the club. In addition, the Treasurer will also be involved in planning, executing, and improving all fundraiser events. The Treasurer will manage club equipment and work with the Executive Board to approve purchases of equipment and apparel. The Treasurer will maintain a budget for the club and keep records of all financial transactions made by the club. The Treasurer will work with the President to obtain RPAC reimbursements for club spending.

5. Director of Marketing and Recruitment Duties: The Director of Marketing and Recruitment is responsible for marketing the club and all club events and activities, managing the club's social media and communication outlets, and managing the clubs branding in accordance with The Ohio State University's brand guidelines (<https://brand.osu.edu/>). They also serve as the manager of the recruitment process, and works with the President and Secretary to manage communication with recruits and to plan recruitment events.

6. Secretary Duties: The Secretary will update and keep track of all contact information: the emails of all members, and members' phone numbers. In addition, the Secretary will keep a log of all member and coach attendance, tournament results, belt testing results, and . The Secretary will create and maintain a calendar for all club events, and will make it available to all members. The Secretary will take minutes at all executive board meetings, apply changes and amendments to the constitution and be willing to provide them to any member who requests to see them.

7. Risk Manager Duties: The Risk Manager, who is the head safety official for the club, must be present at all club -practices, competitions, events, and activities. The Risk Manager serves as the first responder during practices and competitions, is responsible for submitting Accident Reports and other necessary forms, and must attend all Risk Manager trainings and services provided by Recreational Sports. In addition, the Risk Manager must maintain current certifications in CPR, First Aid, and AED. Deputy Risk Managers may be appointed as non-voting members of the Executive Board with a unanimous vote of the Executive Board and must meet all requirements and attend all trainings that the Risk Manager is required to attend/meet.

8. Dues Pricing: Dues will be determined by a majority vote of the executive board. The Treasurer will use information from previous years' budget to make a recommendation. If a member joins partway through a semester they may join at a discounted rate determined by the President and Treasurer.

9. Official Uniform Adoption: The executive board has the right to purchase official club uniforms. These uniforms will be sold to members and may be worn to club practices,

tournaments, demos and other events. The price of the official uniform will be decided by a majority vote of the executive board.

10. Appointment of Tournament Director: A Tournament Director may be appointed for any taekwondo or martial arts tournament hosted and managed by the club by a unanimous vote of the executive board.

11. Rate of Payment to Coaches: The executive board may decide to compensate coaches for their time spent working with the club.