

## **Mixed Martial Arts Club Constitution**

### **Article I – Organization Name**

The name of this organization shall be the Mixed Martial Arts Club at the North Carolina State University. The organization may also refer to itself as “MMA Club.”

### **Article II – Preamble**

To extend the philosophy of different styles of martial arts through learning, competition, and practice, while applying these philosophies to everyday life. All activities and functions of the Mixed Martial Arts Club shall be legal under University, local, state, and federal laws.

### **Article III – Membership**

#### **Section 1: Membership Statement**

Membership is limited to all students who have paid fees and are enrolled with the North Carolina State University. No discrimination shall be made on the basis of gender, race, age, creed, religion, disability, sexual preference, national origin, marital status, parental status, or veteran’s status. No hazing or discrimination will be used as a condition of membership in this organization.

#### **Section 2: Recruitment**

Recruitment shall take place throughout the year and membership is open at all times.

#### **Section 3: Revocation of Membership**

Membership may be revoked without mutual agreement for non-participation, misconduct, or violations of any provisions of the Constitution. The member will be notified in writing of the possible revocation at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Membership can only be revoked upon a 2/3 majority vote of eligible members and consent of the Board of Oversight.

### **Article IV – Officers**

#### **Section 1: Eligibility**

All officers of the MMA Club shall possess at least the minimum requirements to serve in a leadership.

#### **Section 2: Titles and Duties**

The offices of this organization shall include a President, Senior Vice President, Vice President, Director of Finance, and 4 Officers are to be on a special Board of Oversight. No member will be permitted to run for more than one office each election. All officers shall retain voting rights, however, the President shall only vote in the case of a tie. Officers cannot reappoint themselves for a second term, they must be re-elected as described in Article V.

The President shall:

- Supervise and control the activities of the organization.
- Preside over all meetings and call all meetings to order.
- Be one of three signers on financial documents.
- Coordinate all conferences.
- Ensure all officers are performing their duties as defined in this Constitution.
- Assign special projects to officers.
- Be familiar with Robert's Rules of Order to conduct meetings.

The Senior Vice President and the Vice President shall:

- Assist the President in his/her duties
- Assumes the Presidents responsibilities in his/her absence.
- Keep accurate records of all meetings in the Secretary's absence.
- Plan and be responsible for all retreats and training of the organization.
- Perform an audit of all financial transactions of the organization twice a year.
- Assist in special projects as assigned by the President.

The Director of Finance

- Keep an accurate account of all funds received and expended.
- Be one of four signers on financial documents.
- Be responsible for collecting dues and notifying members who are delinquent in their payments.
- Be responsible for creating budget reports at the beginning of each fall and spring semester and as requested by the President, Vice President, and/or UCF faculty/staff advisor.
- Provide financial records sufficient to allow the Vice President to perform audit.
- To appoint members with mutual consent for any special projects within the Director's domain.
- Assist in special projects as assigned by the President.

## Article V – Selection of Officers

### Section 1: Eligibility to Vote and Hold Office

Active voting membership will be limited to all students who are active members in good standing and are currently enrolled at the North Carolina State University. Only active voting members who meet the requirements stated in Article IV, Section 1 are eligible to hold offices.

### Section 2: Nomination Process

The nomination of officers shall occur at the first meeting held in the first week of the fall semester. Any eligible member (as defined in Article III Section 1) present may nominate someone or themselves for office by verbally nominating the individual during this procedure. However, the nominee must be considered an eligible member (as defined in Article III Section 1). Absentee ballots and proxy ballots are not permitted in the nomination or election process.

### Section 3: Election Process

The election of officers shall occur at the second meeting held in the first week of the fall semester. The nominated candidates will be given a chance to address the organization to discuss his/her qualifications and reasons why they should be selected. Once each candidate has had the

opportunity to speak, all eligible members (as defined in Article III Section 1) present will have the opportunity to vote by secret ballot. The current highest-ranking officer not running for office shall announce the officer with a simple majority of votes cast by eligible members. After announcing the new officer the highest-ranking officer not running for office shall ask if any eligible members contest the count. If no eligible member contests the count the new officer shall take office immediately. If an eligible member contests the count the highest-ranking officer not running for office will recount all votes. In the event of a tie, the President shall cast the deciding vote for office unless he/she is running for the said office. In that case, the next highest-ranking officer shall make the deciding vote. The length of the office shall be no longer than one calendar year. Newly elected officers shall take office immediately after the announcement at the second scheduled meeting in the first week of the fall semester and their will end at the second scheduled meeting the following the first week of the fall semester once new officers are announced.

## Article VI – Officer Vacancies

### Section 1: Removal of Officers

Any officer may be removed from office upon a 2/3 majority vote of eligible members with consent of President or Vice President. The officer will be notified in writing of the possible termination or removal at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal.

### Section 2: Resignation

Officers no longer wishing to serve on the board must submit their resignation to the President at least two (2) weeks in advance. Prior to the officers final day he/she shall provide all documents relating to the organization and brief his/her replacement of current projects in his/her care.

### Section 3: Filling Vacant Officer Positions

In the event an officer is removed or resigns, the President, with consent of Senior Vice President or Board of Oversight, will appoint a member of mutual consent to fill that vacancy. The newly elected officers' term shall end at the annual election.

## Article VII – Meetings

The quorum required to conduct business is fifty percent of the officers and fifty percent of the organization's active members. The President will be in charge of calling meetings and the secretary will be responsible to notify all members. Members must be notified of meetings at least 48 hours in advance and shall be notified via e-mail and/or telephone. The president shall preside over all meetings and shall follow Roberts Rules of Order in conducting organizational meetings.

## Article VIII – Finances

### Section 1: Membership Dues

Membership dues shall be twenty dollars per year or fifteen dollars per semester. Membership dues will be collected at the first meeting of the Fall and Spring semester. No membership dues

will be collected during Summer terms. All members including officers and affiliate members are required to pay membership dues.

#### Section 2: Spending Organization's Money

For the protection of the organization and its officers it is required that two authorized signatures sign all monetary transactions, and that one of these signatures is the President, Senior Vice President or Vice President. Only the President, Senior, Vice President, Vice President, and Treasurer can be signers on the organization's account. Organizational funds may be spent on items such as office supplies, events/activities, publicity, travel expenses, conference fees, etc., but will not be used for anything illegal under University, local, state, and federal laws.

#### Section 3: Officer Transition

It shall be the responsibility of all account signers to change contact information as well as assisting in the update of new account signatures after each election with the organizations financial institution. In addition, the Treasurer will be responsible to pass along all the information from previous years budget and current budget.

#### Section 4: Dissolution of Organization

In the event that the organization ceases to exist, any funds remaining in the organization's account shall be donated to the North Carolina State University club sports office.

### Article IX – Publications

#### Section 1: Compliance

All publications of the organization must comply with the Student Organization Guidelines "Advertising" section, and the University Identity and Standards Manual.

#### Section 2: Approval

The President must approve all publications, shirts, flyers, etc. prior to duplication and distribution.

### Article X – Amendments

Amendments to the constitution must be proposed in writing to the President. The amendment must then be presented to the organization during a scheduled meeting and should include a full explanation and/or rationale for the amendment. The amendment must be voted on at the next scheduled meeting. The amendment shall not take effect until approved by a 2/3 majority vote of eligible members of the organization.

#### History of Constitution

Created: 26th day of January in the year 2008