

**Constitution of
Table Tennis Club**

ARTICLE I. NAME

Section 1. The name of this organization shall be the University of Chicago Table Tennis Club.

ARTICLE II. PURPOSE

Section 1. The purpose of the organization shall be:

- a. to provide a venue for people in the University of Chicago community who are interested in playing table tennis as a fun, recreational activity while also developing their skills.
- b. to organize and train a team that will compete against other schools in inter-collegiate competitions.

ARTICLE III. MEMBERSHIP

Section 1. Membership in this organization shall be open to all members of the University of Chicago community, irrespective of skill level.

Section 2. Team practices are open to any club member at the discretion of the club officers. The team shall only be composed of currently registered University of Chicago students for official competitions, but other eligible club members such as faculty may play with the team in unofficial matches.

Section 3. Any member who violates any of the University and Campus Sports Office policies governing this organization; or jeopardizes the safety of any member involved in a club activity; or consistently creates an environment that interferes with the ability of other members to enjoy their time in the club; or performs actions that the Executive Committee deems to be unbecoming of a member of this organization may be banned from the club by a majority vote of the Executive Committee. Upon a vote of removal, the President shall draft a report detailing the decision and the reasons behind it for transmission to the club members, the offending party, and the Director of Campus Sports.

Section 4. An active member shall be defined as a member who has participated in at least 50 percent of club activities for the quarter. Exceptions shall be made at the discretion of the Executive Committee for club members who were active members before a legitimate leave of absence.

Section 5. All members of the organization shall sign in at each visit and pay the quarterly dues established by Executive Committee.

ARTICLE IV. OFFICERS

- Section 1. The Executive Committee of the organization shall consist of a President, a Vice-President, a Secretary, a Deputy Secretary, and a Treasurer.
- Section 2. The officers of the Executive Committee shall be currently registered University of Chicago students.
- Section 3. The term of office for each officer of the Executive Committee shall be one year.
- Section 4. Duties and Powers
- a. The duties of the President shall be to serve as the liaison between the club and the Director of Campus Sports, to operate the club in compliance with the policies of the Sports Clubs, to meet financial obligations incurred as a club, to ensure that this constitution and by-laws are governed properly and that amendments are submitted to the Director of Campus Recreation, and to complete an annual report to reactivate this organization.
 - b. The duties of the Vice President shall be assist the president with assigned duties, to encourage the participation of all club members in club-related decisions, to assume the role of the President in the event of the president's absence, and to attend all mandatory officer workshops with the President.
 - c. The duties of the Secretary shall be to publicize club activities, to maintain minutes of official meetings, to keep organizational records, to maintain inventory of equipment and supplies for submissions to the Director of Campus Sports at the conclusion of each academic year, and to attend any mandatory Sports Club officer meetings in the case of the absence of the President and Vice President.
 - d. The duties of the Deputy Secretary shall be to maintain records of club members, to schedule any matches, to secure officials for the team, to assist the Secretary with their duties, and to assume the role of the Secretary in the event of the Secretary's absence.
 - e. The duties of the Treasurer shall be to collect dues from members and ensure the regular deposit into the Bursar's account established through the Campus Sports Office, to maintain a record of the all receipts and expenditures, to submit bills and other necessary payments to the Director of Campus Sports, to ensure club funds are properly used, to present a state of financial affairs to the Executive Committee, and to prepare a budget in conjunction with the other offices and submit it to the Director of Campus Sports, and to learn

the University rules and regulations governing financial and budgetary procedures.

Section 5. Officers shall be elected in the second week of spring quarter, with the exact day to be determined by the President and announced by the Secretary at least a week in advance. Outgoing officers shall be responsible for advising new officers of their duties and on any matters that may arise from time to time, as well as assisting with the preparation of any annual reports required by the Campus Sports Office.

Section 6. Any officer who fails to perform their duties as outlined in this constitution; or knowingly violates any aspect of the policies defined by the Campus Sports Office; or behaves in an inappropriate manner as deemed by the other members of the Executive Committee may be removed by either a majority vote of the other officers or a petition to the officers by a majority of the organization's active members. In the event of a petition, the petition may only be vetoed by a unanimous decision made by the other officers of the Executive Committee.

ARTICLE V. ELECTIONS

Section 1. Voting shall be limited to active members who are currently registered University of Chicago students. Votes will be carried out either at organizational meetings or via email, provided the measure being voted on and the date of the vote are announced to the active membership at least two weeks prior to the vote. In the event that an active member cannot be present during the election, they may inform the President and Secretary of their designated proxy who may then vote in their stead. Each active member may only hold a maximum of two proxies for any given vote. Measures will be carried out by a simple majority vote.

Section 2. Officers shall be elected by a majority vote of the active members according to the procedures outlined in Article IV, Section 5. The exception to this and other election rules is in the event of the removal of an officer, in which the President may appoint a replacement official. The replacement must be ratified by a vote of the majority of the active membership within two weeks of the appointment. In the event the appointment is not ratified, a special election will be held for the vacant position under the regular guidelines for officers.

Section 3. At the time that this organization is first founded, the founder shall appoint officials to fill in the vacant offices.

ARTICLE VI. HANDLING OF FUNDS

- Section 1. The Treasurer shall deposit all funds collected in the Volleyball Club's bursar account within a week of receipt.
- Section 2. The Treasurer shall be the primary officer designated to handle organization finances. The Treasurer may not initiate purchase orders or any other withdrawal activity without the consent of the President.
- Section 3. The Treasurer shall present any major financial transactions in a state of financial affairs to the Executive Board at least once per quarter.

ARTICLE VII. OTHER POWERS

- Section 1. In the event that an officer position is vacant due to a lack of candidates, the duties of that position shall be distributed among the remaining officers.

ARTICLE VIII. AMENDMENTS

- Section 1. The constitution may be amended by a majority vote of the active members. Changes of a typographical nature, such as a spelling or grammatical error, or a campus office assuming a new name, may be made by the Secretary with the consent of the President.
- Section 2. Provision for advance notice of amendments. Any amendment, along with the reasons behind its proposal, must be proposed to the membership at least two weeks before any vote on the amendment.