

CONSTITUTION OF OLE MISS BADMINTON CLUB

ARTICLE I- NAME

The name of this organization shall be Ole Miss Badminton Club, referred to hereafter as 'the club' or 'OMBC'.

ARTICLE II- PURPOSE

The objectives of the organization shall be:

1. To introduce Badminton as a Olympic sport to Ole Miss and the Oxford community,
2. To promote badminton as a means of recreation and friendly competition,
3. To assist students, staff, faculty members and all others who are interested in this sport to develop their skills and to participate in intramural and extramural tournaments.
4. To organize regular practices for members of the organization

ARTICLE III-MEMBERSHIP

SECTION 1: ELIGIBILITY FOR MEMBERSHIP AND TERMINATION

1. Membership of the Ole Miss Badminton Club is open to University members, i.e. students, faculty and staff members referred to hereafter as 'University Members'.
2. Immediate family members of the University Members and recently graduated students can obtain the community membership referred to hereafter as 'Community Members'. 'Community Members' can participate club practice sessions and events upon fulfilling club membership requirement.
3. Only University members shall be considered in the DCR forms and all official club work and the University member roster can count toward DCR points.
4. Only University members can represent the Ole Miss Badminton Club in events such as competitions/tournaments.
5. Failure to comply with the governing rules and regulations of the club, Department of Campus Recreation and the University of Mississippi may result termination of the club membership.

SECTION 2: REQUIREMENTS FOR MEMBERSHIP

1. All members required filling club membership form, DCR sports club eligibility packet, and pay the membership fee.
2. Membership fee shall be published at the beginning of each academic year. Membership fee may be waived for new student members in their first term (Fall, Spring or Summer) joining the club.

3. Members may also required registering for OrgSync and joining the Badminton club to receive official communication and access club documents/resources.
4. Members are fulfilling these requirements, but not participating regular club activities shall be considered as inactive members.

SECTION 3: AFFILIATION

1. The club is a student run organizations registered as a sports club in the Department of Campus Recreation (DCR) registered as a student organization in the Dean of Students office (DOS) at the University of Mississippi.
2. This organization registered as a collegiate club in the USA Badminton (national governing body for the sport of badminton in the United States) and also affiliated with Intercollegiate Badminton Association (IBA)

ARTICLE IV- OFFICERS

SECTION 1: OFFICER QUALIFICATIONS AND ELECTION

1. All officers must be currently enrolled University of Mississippi students with good standing status
2. All the club officers should have obtained membership of the club prior to be elected as an officer and their membership should be active at least for one complete semester immediate before they elect.
3. Official Club Roster will be considered to decide active membership.
4. At least two regular semesters (fall/spring) of continuous active club membership with one semester of service as a club officer is required elect as the President or the Treasurer.
5. Officers will be elected according to the procedure mentioned in article V : Elections. Advisors shall mediate the election process.
6. If a qualified candidate was nominated for a officer position except President and Treasurer, that position shall be kept vacant and the corresponding work assignment shall be merged with the other officers.

SECTION 2: OFFICER POSITIONS

Officers will be elected to the following positions

1. President
2. Vice-presidents(2)
3. Treasurer
4. Secretary
5. Webmaster
6. Additional Officers

SECTION 3: DUTIES OF OFFICERS

PRESIDENT

1. President shall be the official representative of the club.
2. Lead the club and its members towards the club objectives.
3. Organize meetings and appoint members to perform various tasks when necessary.

VICE PRESIDENTS (TWO POSITIONS)

1. Assist the President in performing his/her duties,
2. May exercise all of the power of the President in his/her absence.
3. Enhance member recruitment process

Other than above duties, two vice presidents shall be assigned to work in specific areas mentioned below in this section under officer working areas.

TREASURER

1. Maintain detailed financial records of the club funds.
2. Collect membership dues.
3. Manage club bank account and request funds from DCR account when necessary
4. Make periodic report of status of club funds and make them available to club members.
5. Co-work with the club president to on budget proposals for requesting sponsorship.

SECRETARY

1. Keep minutes of meetings and make them available to club members.
2. Keep integrity of all the club documents.

WEBMASTER

1. Maintain the club web page, social media pages, OrgSync photo album and the domain name.
2. Update the web page with the latest on club status, photos, news, and events.
3. Publish news updates about club events.

ADDITIONAL OFFICERS

1. Additional officers will be assigned to assist key club officers and share some club work and responsibilities mentioned below in this section under officer working areas.
2. These officer positions may given a title based on their duty assignment.
3. No Additional Officer shall be assigned without assigning reasonable amount of duties and responsibilities. Maximum number of extra officers shall be four.

OFFICER WORKING AREAS

Following important club work areas shall be assigned to club officers based on their experience and capabilities.

1. Social Media and Web Accounts Management
2. Membership Management
3. Equipment Management
4. Practice Coordination
5. Player Skills Training
6. First Aid
7. Organizing Competitions/ Tournaments

ARTICLE V: ELECTIONS

SECTION 1: NOMINATION PROCESS

1. At the end of the Spring semester current club president will start calling for nominations for officer positions for the next term in two rounds.
 - a. In the first round current officers will be asked their willingness to serve in their position in the next term.
 - b. In the second round and above information will be sent to all the club members for their approval OR if not nominate their candidates for each of those positions.
2. Candidates shall be self-nominated or nominated by any official member and all candidates should provide brief bio.
3. Candidate for the President should send out a brief proposal to the club members and explain how to he or she plan to run the club in the following term.

SECTION 2: ELECTION

1. If more than one candidate applied for the same position there will be a vote.
2. The vote will be open and the method shall be decided by the current club officers from one of following methods.
 - a. Open meeting and allowing email vote for absentees
 - b. Email vote
 - c. Electronic Poll (e.g. OrgSync Poll)
3. Only official members shall be eligible to vote in an election.
4. Officers for following term must be elected before end of full summer of the current term.

5. Current officers should take necessary steps to make the transition upon electing new officers.
6. Officer will be elected for term of office limited to one academic year counted from first day of class in the current fall semester.
7. If an eligible candidate was not nominated for a position other than President and the Treasurer, that position shall be kept vacant and duties will be merged with existing officer positions.
8. Any kind of discrimination (violating article IX) during officer election shall be immediately reported to Department of Campus Recreation and the Dean of Students office and request for a official investigation shall be made.

SECTION 3: NEW OFFICER TRANSITION

1. Club officers shall be elected before beginning of each academic year and new club officers shall be oriented for the club to increase their expertise and confidence of working.
2. During the period of officer transition, club documents, bank accounts, accounting records, budget proposals, meeting minutes, access of electronic resources and all other club belongings shall be transferred to new officers.
3. In the special case of a committee member leaving his/her position for predetermined reason (graduating, leaving the school, etc), he or she shall train a successor and transfer relevant organizational knowledge.

ARTICLE VII: ADVISORS

SECTION 1: SELECTION

1. All club advisors must be full time faculty/staff member of the University of Mississippi (Oxford campus) and having the membership of the club.

SECTION 2: DUTIES OF ADVISORS

1. Advisors shall support student officers by providing ideas, guidance, and advice to resolve club matters and issues.
2. Advisors shall work collaboratively with committee members to encourage towards the club success and rewarding experiences for all.
3. Advisors shall help student officers to make fair, intelligent, and reasonable decisions based on governing policies and standards.

ARTICLE VI- MEETINGS

SECTION 1: CLUB OFFICER MEETINGS

1. A formal committee meeting will be held at the beginning of each semester and end of the semester.
2. Special committee meetings will be held when organizing club events.
3. Club Officers shall meet at least once a month for a short meeting during practice sessions.

SECTION 2: PRACTICE SESSIONS

1. Members meet three days per week during practice sessions.
2. Club officers shall meet individual members to discuss club matters and gather ideas.

SECTION 3: COMMUNICATION

1. Club website, OrgSync and Email will be considered as official member communication methods.
2. Each member is required to create account in the OrgSync and join the OrgSync Badminton Club portal in order to receive official messages and access the club documents/resources.
3. Social media pages (Facebook) also consider as a method of communicating the club messages and members are encouraged to get linked.

ARTICLE VIII: FINANCES

SECTION 1: FUNDING ACCOUNTS

1. The Club will maintain two separate funds (1) University Account (2) Club Account will be a bank account.
2. President and the Treasurer shall be responsible to DCR for all the club and university accounts.

SECTION 2: DUES

1. Members are required to pay the membership fee within first two weeks of the semester or within first two weeks of joining the club.
2. Membership fee and member donations will be handled by the treasurer and will be deposited in the club bank account.
3. A receipt will be issued upon paying membership fee and the treasurer will publish membership payment information in our website/ OrgSync

SECTION 3: CLUB BANK ACCOUNT

1. Club Account will be handled by the Treasurer and each transaction (deposit and withdrawals) shall be reflected to the club bank account.
2. President and treasurer shall be authorized to access the club bank account.
3. Club bank account shall be used for necessary club payments which shall not be covered by the university funding.

SECTION 4: UNIVERSITY (DCR) ACCOUNT

1. University account shall be handled by the DCR and transactions will be happened under direct supervision of the DCR officer.
2. President and treasurer shall be eligible to reimburse from the university account.

SECTION 5: PURCHASE

1. Club officers shall have agreement before purchasing major club equipment such as shuttlecocks and rackets (greater than \$100).
2. Other purchases shall be acknowledged by the committee members before purchase.
3. Equipment purchasing information documents shall be stored in OrgSync to be viewed by club officers and advisors.

SECTION 6: FINANCIAL REPORTING

1. Status of both accounts (including transaction details) and a copy of bank account statement will be submitted to DCR at end of each month.
2. The treasurer shall issue a monthly statement and that will be published in our website/OrgSync to be viewed by all the club members.

ARTICLE IX - GOVERNING DOCUMENTS

1. Club Constitution and the Operations Manual and Official Club Roster will be the governing documents. Some of the sections included in this Operations Manual shall be repeated in the Club Constitution and any changes of either document must be reflected to the other following the specified amendment procedure.
2. Both the Club constitution and Operations Manual shall be submitted to the DCR and Dean of Students office at the beginning of each academic year and each time when amendments were made.
3. Both the Club constitution and Operations Manual shall be published in the club website.
4. University members who actively regularly and actively club participate are only be included in the Official Club Roster and shall be reported to DCR when changes are made (activities : regular practice, competitions, meetings, etc.) .
5. Club Officers shall maintain the history of changes to all the governing documents and explanation of reason for changes including meeting minutes.

ARTICLE X - EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION

1. The Ole Miss Badminton Club shall admits members without regard to their race, religion, color, age, sexual orientation, or national or ethnic origin to all the rights, privileges, programs, and other activities, generally accorded or made available to members of the organization.
2. Any kind of discrimination, or violation of the accepted University policies, shall be first reported to the Club Committee and then discussed with the club advisors. When the Club Committee or advisors are unable to help in finding a sensible resolution, the situation shall be immediately reported to the DCR and the Dean of Students Office, and a request for an official investigation shall be made.

ARTICLE XI - AMENDMENTS

SECTION 1: RATIFICATION

Any amendment of the constitution shall be proceeding as follow.

1. The constitution may be amended by a two-thirds vote of the Club Officers.
2. Any changes made to this constitution must be submitted to the Department of Campus Recreation and Dean of Students office within 10 days of acceptance within the club.

END OF THE ONSTITUTION OF O LE MISS BADMINTON CLUB
