

Butler Swim Club Constitution and Bylaws
04/20/08

Article I. (Club Name)

The official name of the university organization will be **Butler Swim Club**

Article II. (Objective, Aims, and Purpose of Organization)

A. The purpose of the Butler Swim Club is to provide a means for all students to have the chance to train, race, and promote swimming on the Butler Campus.

Article III. (Membership and Eligibility Criteria)

A. Membership is open to any Butler University student. Any faculty or alumni may participate in practice and competitions that are open to all ages. Only students will be eligible to be active members in the Club.

B. Dues will be set each year based off the negotiated price to participate with Indy SwimFit.

C. Must maintain a minimum GPA of 2.0 to be an active member in good standings

D. The Butler Swim Club organization will not discriminate based on race, age, disability, gender, national origin, sexual orientation, residence, or any other legally protected category as well as attempt to be accessible to all regardless of disability.

E. To be considered an **Active Member** in the club, which is required for eligibility to vote, members will be expected to pay the club dues.

Article IV. (Voting)

Club decisions that will involve spending of club funds will be voted upon by the club and passed only with a majority vote.

Article V. (Officers)

A. The Butler Swim Club shall have a President and three Vice Presidents all of whom are currently enrolled at Butler University. These officers comprise the Executive Board.

B. The term of office is effective upon the date of election to the next year's election.

C. All club members will be notified of the officer election two weeks prior to the date. Nominations including self-nomination are acceptable. Nominees are elected by majority vote by ballot. Executive board will be in charge of the voting process.

D. Any officer can be removed by a $\frac{2}{3}$ vote of members then by $\frac{1}{2}$ vote of executive board if is one of the Vice Presidents and a $\frac{3}{4}$ vote for president, in a situation like this the president is not permitted to cast a vote, unless he/she feels that the Executive Board member in question has been fulfilling his/her duties admirably.

E. Officer Elections will take place in the Spring semester for the following season.

Article VI. (Officer Duties)

A. Officer duties must comply with all stipulations set forth by the Butler University Student Organization Handbook.

B. Must be available by telephone or email and respond within reasonable time frame.

C. The **President** is the face and leader of the club. The president will have meetings with the Executive board bi-weekly at a minimum to go over any new business. The president shall keep in touch with all club members with a bi-weekly email keeping

- all members up-to-date with what is happening, letting them know what competitions are approaching and any other pertinent information.
- D. There shall be a **Vice President of Marketing** (Vice-President). VP is tasked with keeping attendance at all practices, keeping club records up-to-date, bringing any club concerns to the attention of the President. Also tasked with keeping the website up-to-date, developing and sustaining a club image on campus, and Keeping pictures of all events.
 - E. There shall be a **Vice President of Finance** (Treasurer). This VP will deal with the clubs financial issues, such as creating the yearly beginning budget and revisions. The VP of Finance will also be in-charge of fundraising efforts.
 - F. There shall be a **Vice President of Communication** (Secretary). The VP of Communication is to contact other schools and get the club on mailing lists for swim meets. The VP also is tasked with reaching out to students to get more involvement. The VP also is to get university permission when needed for special events.
 - G. Executive Board will be in charge of calling and running meetings.
 - H. Vice Presidents are to assist the President in the running of the club and will continue on in the absence of the president.
 - I. Though not a member of the Executive board, there also is the position of **SGA Representative and an alternate**. This position will be assigned at the start of the fall semester during first club meeting. The SGA Representative's task is going to every SGA Assembly and paying attention. The SGA Representative will meet with the president weekly with notes on any important issues that were discussed at assembly. The SGA Representative will attend Executive Board meetings but will not be able to vote during those meetings.
 - J. During Executive Board meetings the VP's and president will bring issues up to a vote. If there is a tie vote then the SGA Representative will get the tie-breaking vote.

Article VII. (Duties of the Advisor)

The responsibility of the advisor is to assist the executive board in the execution of tasks pertaining to the club; this includes, being available for advice. The advisor should be kept aware of team financial status as well as the appearance of the team in reference to the university.

Article VIII. (Member Removal)

Members are expected to act in a sportsmanlike manner. Actions unbecoming of a Butler Swim Club member will result in possible removal club pending inquiry by Executive Board. Any active member of the club must first bring a questionable action to the attention of the Executive Board. During the proceeding inquiry, the Executive Board must consult with the advisor for recommendations of consequences before removal of said questionable member.

Article IX. (Amendments)

The Articles in this constitution may be amended by a majority vote of executive board as well as the acceptance of the advisor for the betterment of the club.

Article X. (By-Laws)

- A. Additional By-Laws may be adopted at any meeting at any time by a $\frac{3}{4}$ vote of officers.
- B. The organization will keep all information in the website current and relevant.