This Constitution is the Approved and Official Constitution for:

Club Name: Running Club

From the Sports Council

Number of Pages: 4

Date Approved: 5/10/17

Club Officer

Position: Vice President

Name: Andrew T. Hecht

Signature: [Signature]

Date: 05/10/2017

Council Coordinator

Name: Jane Freestenn

Signature: [Signature]

Date: 5/10/17

Student Association Vice President

Name: Gina Nascen

Signature: [Signature]

Date: 5/10/17
UB Running Club Constitution

Article I. Name

The club shall be known as, University at Buffalo Cross Country, Track and Field Club.

Article II. Objective

A. The purpose of this club is to help provide an environment for University at Buffalo students to practice running in a healthy atmosphere and to learn the benefits of running.
B. To unite runners at the University at Buffalo who wish to compete against other universities.
C. The Club shall be broken into three sessions per year. Fall session, winter session and spring session.
   1. Fall running is targeted at Cross Country (distance).
   2. Winter and spring running is targets at Track and Field (distance, sprinting and field).

Article III. Qualifications of Membership

A. Any undergraduate student of the University at Buffalo may become a member of the club. This club honors the Student Association full participation policy of undergraduate students.
   1. Any person who is not a member of the undergraduate student body at the University at Buffalo but still wishes to attend general meetings is considered a non-voting member of the club. Non-voting members have all the same privileges as an active member, except they cannot vote in elections and cannot become officers.
B. Active Members
   1. An active member is defined as an individual who attends the majority general meetings, participates in club activities and runs on a regular basis.
   2. Officers must attend at least 3 practices a week even if he or she is not a competing member.
C. Voting Members
   1. Only full-time or part-time undergraduate University at Buffalo Students may be voting members of the club.
D. Competitive Members
   1. In order to be a competitive member the individual must attend 3 practices a week on average during the fall and spring sessions.
   2. The fall session begins when school begins and ends after NIRCA Nationals.
   3. The winter session begins after NIRCA Nationals and ends the week of spring break.
   4. The spring session begins after spring break.

Article IV. Officers

A. Only full-time undergraduate University at Buffalo students may be officers of the club. All officers must be in good academic standing according to the University at Buffalo to become and stay officers of this club.
B. President
1. Handles communications for club events.
2. Informs members of upcoming events.
3. Approves major club functions.
4. Shall set up practice times.
5. Sets courses for runs.
6. Presides over general meetings of club members.
7. Presides over eBoard Meetings.
8. Can add or take away duties from other officers as he or she sees fit.
9. Determine what races to attend and the details that are associated with the meet.

C. Vice President
1. To aid the president in his or her duties.
2. Set up table once a month to promote and keep the membership of the club up.
3. Ensure that club is properly publicized.
4. Ensure that the club stays active and current with SA activities and events.
5. When the President is not present or incapable of performing, the Vice President assumes the role of the President.
6. The Vice President shall organize a monthly social event for the club.
7. Research meets and races for all three sessions, reports to the President.
8. Keep track of active members of the club.
9. Take attendance of members that attend meetings, runs and events.
10. Maintain detailed records and required forms that have being submitted or missing from club members.
11. Remove inactive members from the membership list.

D. Treasurer
1. Manages money for the club.
2. Works with the Student Association on the matters of money, finance and the budget.
3. Decides on fundraising events and activities for the club.

E. Secretary
1. Maintain minutes from eBoard and General Club meetings.
2. Submit monthly SA track sheets.

F. Officer Events
1. Each officer is required to plan one event per semester.
2. These events are social, fundraising, recruitment, special runs and community service. Other events can be approved by the Vice President.
3. Must work with Vice President on events.

Article V. _Government

A. Meetings
1. Two General Club Meetings are required a semester. The time, place and other details of these meetings are determined by the President. The President will preside over these meetings and they will proceed as long as half of the active members are present.
2. Short meetings for regular club members can be held before regularly scheduled runs if there are announcements or other such business. Any officer designated by the President can preside over these meetings. The quorum for these meetings is simply any runner or active member who is present at practice at these times.

3. There shall be an officers meeting once a week. The day and time of the meeting shall be determined by current officers. The President will preside over these meetings and they will proceed as long as the two thirds of the officers are present. There will be no penalty for officers with valid excuses to be absent and they will be caught up and included in the discussion.

B. Uniforms
1. The Club provides uniform for all races.
2. Members must race in club tops.

C. Elections
1. Elections will be held the first week in April.
2. Anyone running for an eBoard position must be an undergraduate student of the University at Buffalo and in academic good standing. The requirement for good academic good standing is defined by the University at Buffalo.
3. Votes will be counted by a trusted club officer who is not running for a position in the election and who will keep the votes anonymous.
4. To be President you must be an active member of the club for at least a year.
5. Joint officers meeting will be held in April of the current officer and the newly elected officers.
6. Only undergraduates can vote in general election.
7. Officers can only hold one position on the eBoard at a time.
8. New officers decided by the election will take office immediately when the Spring semester concludes.

D. Impeachments/Removal Process
1. In order for an officer to be considered for impeachment he or she must be one or more of the following:
   A. Inactive in the club.
   B. Failing to perform duties.
   C. Acted in such a way that is detrimental to the UB Running Club.
   D. Inappropriate behavior as deemed by University at Buffalo.
2. A member or an officer must form a petition list with at least 50% of club members. 50% of active voting members and all other officers must vote in order for a removal to take place.
3. If an officer is removed at a time that is not appropriate to have an election the President or Vice-President can appoint a member of the club to that position.
4. If the officers are not able to agree on a candidate to nominate, an election will be held to choose between the candidates. The nominee receiving the most votes from active club members will be appointed to the position.
5. If impeachment has taken place in the club, the Sports Council Coordinator will be
notified as well as proper channels within the Student Association.

E. Vacancies and Resignations

1. An officer of the Running Club may choose to resign at any given time throughout the academic year for reasons including but not limited to: early graduation, study abroad, family issues, college transfer, etc.

2. If an officer plans on resigning it is strongly recommended that they provide the other officers with at least 2 weeks of prior notice.

3. In the case that an officer plans on resigning, the e-board will nominate a candidate to fill his or her position. The active club members will then vote on the new candidate as outlined in the election section.

4. If the officers are not able to agree on a candidate to nominate, an election will be held to choose between the candidates. The nominee receiving the most votes from active club members will be appointed to the position.

5. If there is an officer position that is left vacant after elections, the position may be filled by an active member of the club who volunteers. For them to be awarded this position, they must receive at least a 50% vote from active members in the club.

Article VII. _Amendments_

A. Officers and active club members can propose an amendment at a general body meeting.

B. Amendments to this Constitution and by-laws may not violate any Student Association, University at Buffalo, Student Mandatory Activity Fee Guidelines, New York State, or Federal rules, regulations or laws.

C. A majority of active club members must vote on the amendment at the next general meeting in order for an amendment to be added to the UB Running Club Constitution. If it is decided that the amendment must be reviewed and understood further at the first officer’s meeting, the officers can delay the vote until the following week’s meeting. While the officers can propose and advertise an amendment, the decision rests on a majority vote from active club members.

D. Once passed amendments and an updated Constitution must be turned into the Student Association Office and the Council Coordinator for review and approval.

E. If approval by the parties listed above is obtained, the general body of the club will be notified of the new amendments, and the amendment will be effective immediately.