This Constitution is the Approved and Official Constitution for:

Club Name: Pilots Association

From the Special Interest Council

Number of Pages: 6

Date Approved: __/____/____

Club Officer
Position: President
Name: Sajie Steward
Signature: ________________________________
Date: 5/11/18

Council Coordinator
Name: Alexis Ogure
Signature: ________________________________
Date: 5/1/18

Student Association Vice President
Name: Ben Harper
Signature: ________________________________
Date: 5/2/18
CLUB CONSTITUTION

University at Buffalo's Pilots Association
CONSTITUTION
Last Updated 03/31/2017

ARTICLE I: NAME
University at Buffalo's Pilots Association

ARTICLE II: PURPOSE
To bring fellow aviation enthusiasts together and share our passion regarding flight, but not to engage in any actual flights.

ARTICLE III: QUALIFICATION OF MEMBERSHIP

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.

A. Voting Member

• Only undergraduates of the University at Buffalo may be a voting member of the club.
• Members who attend at least 50% of club meetings, community service, fundraising and other events are qualified to vote.

B. Non-Voting Members

• Those who are graduates, alumni, outside institution advisor and/or faculty staff are not eligible to vote.

ARTICLE IV: OFFICERS

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.

A. President

• The President of the club is responsible for proposal, approval & denial, and execution of club events.
• Responsible for final decision making of decisions as long as it is for the greatest interest and better good of the club.

• Host club meetings.

• Host Officer meetings.

B. Vice President

• Assist the President in the execution of proposed events.

• In the absence of the President, will assume full responsibility of his/her position when and only when previously stated in a written and oral statement by the President and other Officers.

• Attend club meetings.

• Attend Officer meetings

C. Treasurer

• Maintain a club budget for necessary study and training equipment.

• Expose financial information to the rest of the officers when asked to do so.

• Attend Officer meetings.

• Attend Club meetings.

D. Secretary

• The secretary is to assist the President, Vice-President and Treasurer in their responsibilities stated previously when asked to do so.

• Attend Officer meetings.

• Attend Club meetings.

• Record in a written manner subjects spoken of in Officer meetings.

• Input in the decision-making of club affairs.
ARTICLE V: Government

A. Meetings

- There will be three types of meetings: Officer Meetings, Club Meetings, and Election Meetings.

- Officer rank from highest ranking to lowest is President, Vice President, Treasurer and Secretary.

- Meetings will always start with the highest ranking officer to the lowest ranking and must be in an open door fashion for club members to attend. Once the lowest ranking officer is finished with what need to be said, the floor will be open to the members of the club to express ideas, concerns, comments, and proposals.

- Frequency of meetings will be two hours, once a week and any extra meeting time will need a vote in order to take place.

B. Elections

- Officers of the current term may not vote for the upcoming term.

- Elections will be made the week after Spring break, exact date will be determined by a poll of voting-members and officers only.

- Elections will be held in the simplest fashion, where everyone is physically present in one room, and cast "ballots" (one name on one paper) into a box. Votes are to be counted by the current officers of the club.

- If a current officer of the club is running for a higher position, he or she may not be a part of the ballot count and must join his or her running-mates on the floor.

- An officer is allowed to run for the same position he/she currently has.

- An officer is allowed to run for a higher rank position.

- Candidates may be nominated for multiple positions only if the club approves this prior to the nomination period beginning.

- If a current officer is not re-running or running for a higher rank position, then he/she may join the rest of the club members in electing new officers.

- Newly elected officers will take office the week after commencement of the term in May.

- The election will preside in this order:
  a. President
  b. Vice President
c. Treasurer
d. Secretary

- The Candidate will be elected based on most votes received. Therefore, there will be no run-off votes.

C. Impeachment/Removal Process

1. Grounds for removal of an officer are as follows:
   - Officer is not complying with his/her duties.
   - Has violated Student Association (SA) policies
   - Has violated the rules and regulations set forth in the current University student rules and regulations.
   - Has violated a non-discriminatory regulation.
   - Disrespectful to other fellow club members.
   - Failure to uphold the provisions of this constitution and bylaws.

2. The procedure to call for removal are as follows:
   - The Club must notify their Council Coordinator as well as the Student Association Elections and Credential Chair.
   - An officer, other than the one being removed, will call a special meeting which will occur one week after the petition has been submitted.
   - At this meeting the charges against the offending officer will be presented, as well the offending officer will present their defense either in person or in writing.
   - At the same meeting, the voting membership with a two-thirds (2/3) majority vote shall decide the removal of the offending officer.
   - The next lowest ranking officer will decide if they will take the vacancy. If they refuse the position, another club member vote will take place to elect a replacement officer.
   - All documentation regarding the removal of the offending officer must be submitted to the Student Association for further review.

3. Officer Vacancy

- In the event of a vacant position of the President, the vice president must take the President position.
• The option will be given to the rest of the officers to move up one rank, or stay in their current rank position.

• A club vote must take place to fill in the new vacant officer position.

• A current officer may run for the multiple position, but must be approved by a club vote if challenged.

C. Flights

• University at Buffalo’s Pilots Association is not a flight school and shall not provide flight training of any kind. Participation in University at Buffalo’s Pilots Association is for social and entertainment purposes only. University at Buffalo’s Pilots Association shall not arrange for or participate in actual flights of any kind.

• Finances involving flight training will not be covered under the club.

• This club does not insure or cover any flight costs.

• This club is not responsible for any events that take place inside an aircraft, flight, flight school, or airport.

• Any person who is considered dangerous around aircraft, determined by the flight school, or has dangerous intentions for use of aircraft and simulators may not form part of this club and will be banned from any simulator.

D. Flight Simulation

This club will make most of its time and events spent in any simulators.

• Simulators will be used for flight training and Airline mock-flights and mock-trainings.

• A minimum of two people are required to operate the simulators unless qualified to do so alone, as well as one officer being present in the simulator room.

• Flight Simulators are to be used for aircraft control familiarization, maneuver practice and IFR training and is NOT for navigation use in the real world.

• Time in the simulator will NOT be eligible for logbook logging time.
E. Information Discussed

- Every pilot/aviation enthusiast is required to double check any information learned on their own or with their Certified Flight Instructor for accuracy.

F. Disclaimer

ANYTHING LEARNED, PRACTICED, SAID OR PROPOSED IN THIS CLUB SHALL NOT BE USED FOR ANY REAL FLIGHT(S), TRAINING OR NAVIGATION. NO MEMBER OF THIS CLUB SHALL ENCOURAGE ANY RECKLESS OR DANGEROUS BEHAVIOR.

A STUDENT ASSOCIATION APPROVED WAIVER WILL HAVE TO BE SIGNED

ANY PERSON WHO REFUSES TO SIGN THE WAIVER MAY NOT FORM PART OF THIS CLUB

ARTICLE VI: Amendments

- Amendments are proposed by an oral and written statement in club meetings. The written portion of the proposed amendment can be via email, or a printed letter to one of the officers.

- There must be a club vote in order for an amendment to take place.

- Three out of four officers must vote for the amendment in order for it to take place.

- Amendments can only take effect after S.A approves them.

- 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.

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