This Constitution is the Approved and Official Constitution for:

Club Name: Club Softball
From the Sports Council
Number of Pages: 5
Date Approved: 10/23/17

Club Officer
Position: President
Name: Kathryn Meyer
Signature: [Signature]
Date: 10/23/17

Council Coordinator
Name: Jane Truesdell
Signature: [Signature]
Date: 5/9/17

Student Association Vice President
Name: Gina Novoa
Signature: [Signature]
Date: 5/8/17
Article I. Name of Club

This Club will be known as UB Club Softball.

Article II. Purpose of Club
The purpose of this club is to give UB students the opportunity to play and learn about the sport of fast pitch softball. All interested athletes will learn the basics of fielding techniques (infield and outfield), batting techniques, as well as game situations. We encourage athletes to learn, compete, and have fun as they immerse themselves in a position to gain leadership skills as well as staying fit!

Article III. Qualification of Membership

Section 1:
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.

Section 2:
A. Voting Member
   1. Only undergraduate University at Buffalo Students may be voting member of the club.
   2. In order to become a voting member one must attend:
      i. 5 club meetings (games/practices)
      ii. 1 club event
      iii. 2 community service events

B. Non-Voting Member
   1. Any undergraduate University at Buffalo Student and faculty member may be non-voting members of the club.
   2. In order to become a non-voting member one must attend:
      i. Any combination of 5 club meetings, events, and/or community service events. One of the five events must be an SA event or community service

Article IV. Officers

Section 1:
Only full-time undergraduate University at Buffalo students in good academic standing may be officers of the club. All officers must be in academic good standing according to the University at Buffalo to become and stay officers of this club.

Section 2:
A. President
   1. Be the chief executive of the Club
2. Call as well as preside over meetings of the Club
3. Serve as the liaison between the Club and the SA administrative offices
4. Call special meetings of the Club
5. Take care that this constitution and the laws of the student body are faithfully executed
6. Perform any administrative power or duty not provided for in this constitution
7. Constant communication with the NCSA administration regarding game schedules
8. Notifying the treasurer of needed equipment/uniform orders

B. Vice President
1. Exercise presidential office upon absence
2. Assume presidential office upon vacancy
3. Make sure that all community service events are executed efficiently and effectively (making sure that all team members are aware of the event and all members are given an equal opportunity to participate)
4. Keep up with and complete all monthly track sheets that will be submitted to SA

C. Treasurer
1. Keep complete and accurate account of the Club’s funds
2. Put in requests for use of Club funds
3. Prepare the annual budget request packet with the President
4. Report to the President on all relevant financial matters
5. Make sure that all home game umpires are getting paid and that the home field location is paid for
6. Make sure that all travel expenses, including hotels and gas, are taken care of.
7. Set up deadline dates of practice fees

D. Secretary
1. Take minutes at Club meetings
2. Maintain complete and accurate records of all Club meetings
3. Report to the President
4. Inform NCSA of all updated game stats and records
5. Communicate with sports coordinator in regards to possible parks for home games in the Buffalo area

Article V. Government

Section 1: Meetings
1. There are three types of meetings:
   a. Games and practices
   b. Weekly E-board meetings
   c. Special Meetings
2. Games and Practices:
a. Inform members of upcoming events and changes in the club
b. Will occur at least 3 times a week (depending on practice location availability)

3. Weekly E-Board Meetings
   a. President, Vice President, Treasurer, Secretary will have a planned weekly meeting that will include but not limited to game scheduling, event planning process, community service opportunities, upcoming purchases and budget.
   b. Planning out the upcoming week practice schedule

4. Special Meetings
   a. Include but not limited to amendment changes, vacant officer positions, impeachment hearings, re-elections, and/or elections
   b. There will be a full team meeting at least once a month to speak on future game preparation and event planning

5. Quorum for special meetings must be fifty percent of voting membership
   a. Quorum must be met for all special meetings

Section 2: Elections
1. Only voting members of the Club may be allowed to nominate, run for office, and vote in the Club election.

2. Officer elections MUST take place before the last day of classes of the spring semester of that year.
   a. In the event an election has taken place after the last day of classes of the spring semester, the new officers will take over all e-board duties over the summer and continuing into the following year.
   b. A nomination period is to the discretion of the Club.

3. The election will preside in this order:
   a. President
   b. Vice President
   c. Secretary
   d. Treasurer
   e. The candidate will be elected based on most votes received. Therefore there will be no run-off votes.

4. The newly elected E-board will take office after the last day of classes of the spring semester of that year.

Section 3: Impeachment/Removal Process
1. Grounds for removal of an officer are as follows:
   a. Violation of the Undergraduate Student Association(SA) policies
   b. Violation of the rules and regulation set forth in the current University student rules and regulations
   c. Failure to perform the duties of the office as set forth in the constitution and bylaws of the Club
d. Failure to uphold the provisions of this constitution and bylaws

e. Any disrespect to club members, coaches, umpires, or opposing team members.

f. Violation of the NCSA rules and regulations

2. The procedure to call for removal are as follows:
   a. The Club must notify their Council Coordinator as well as the Student Association Elections and Credential Chair.
   b. A petition with at least twenty percent of the clubs voting membership signatures must be submitted to an executive board officer.
   c. The officer will call a special meeting which will occur one week after the petition has been submitted.
   d. 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.
   e. At the same meeting, the voting membership with a two-thirds (2/3) majority vote shall decide the removal of the offending officer.
   f. If the offending officer is removed the guidelines in this constitution under officer vacancy are to be followed.
   g. All documentation regarding the removal of the offending officer must be submit to the Student Association administration for further review.

Section 4: Resignation/Vacancy of Office

1. In the event an officer wishes to resign:
   a. The resigning officer must inform the current executive board
   b. The resigning officer must inform the Student Association administration so that officer information can be updated

2. In the event an officer position becomes vacant:
   b. If the President position becomes vacant, such vacancy shall be filled by the Vice-President.
   c. If the Vice-President, Treasurer, and/or Secretary position become vacant two options can be followed:
      i. A special election will be called. The special election will follow the exact guidelines of Section 2: Elections
      OR
      ii. The President may appoint the new officer with the approval of the voting membership.

      1. The nomination process will be as follows:
         a. The President appointment must be a voting member of the Club.
         b. The President will call a special meeting within a week of the
announcement of the appointment. Quorum must be met.
c. The appointed position must gain at least fifty percent of the voting membership's approval.
d. Upon approval the appointed position will be effective immediately.
e. Upon disapproval the guidelines for a special election will be followed.

Article VI. Amendments
A. Any voting member may propose an amendment to the Club Constitution.
B. An amendment can be voted on after one week it has been presented.
C. A two-thirds vote must be gained for the amendment to be passed
D. The amendment will put into effect during the beginning of the next academic semester.
E. 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.
F. Once passed amendments and an updated constitution must be turned into the Student Association Office and the Council Coordinator for review and approval.