This Constitution is the Approved and Official Constitution for:

Club Name: Kendo
From the Sports Council
Number of Pages: 4
Date Approved: 4/28/17

Club Officer
Position: President
Name: Wilson Wang
Signature: Wilson Wang
Date: 4/28/17

Council Coordinator
Name: Jane President
Signature: Jane President
Date: 4/28/17

Student Association Vice President
Name: Gina Nasca
Signature: Gina Nasca
Date: 4/28/17
UB Kendo Club Constitution

Article I. Name of Organization: UB Kendo Club

Article II. Purpose of Organization: The purpose of UB Kendo Club is to provide students with the opportunity to learn, practice and compete in kendo, thereby increasing the popularity of the sport. Opportunities to test and participate in tournaments will also be provided.

Article III. Qualification of Membership

A. Membership
   a. Any Undergraduate students may be a member of the club. This club honors the Student Association full participation policy of undergraduate students.
   b. Any Graduate students may be a member of the club.
   c. Anyone in the local area or residents of the Buffalo area may be a member of the club only if recognized be the instructor or eboard.

B. Voting Member
   a. Undergraduate – Only full time or part time students may be a voting member of this club.
   b. Attended club meetings for at least 1 month.

C. Non-Voting Member
   a. Graduate/Non-undergraduate.
   b. Any other interested member who does not meet criteria A.

D. All members must meet the following criteria:
   a. Turn in waiver form every semester (or as required by the SA).
   b. If bogu member, or has been active member in club for more than six months, need to join AUSKF (for testing/tournament/insurance purposes) in order to spar.

Article IV. Officers

A. Qualification
   a. Must be a full time Undergraduate at the University at Buffalo may be an officer 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.

B. President
   a. Be the chief executive of the club
   b. Oversee club activities such as practices and events
   c. Serves as the liaison between club and SA administrative offices
   d. Call special meeting of the club
   e. Take care that this constitution and laws of the student body are faithfully executed
f. Preform any administrative power or duty not provided for in this constitution

C. Vice President
   a. Responsible for assisting president, develop relationship with other university kendo clubs (Harvard, Colgate, U of T, RIT, U of R, etc.) recruiting new students, coordinating club events (tournaments, dinners, parties) and oversee the secretary’s position.
   b. Exercise presidential office upon absence
   c. Assume presidential office upon vacancy

D. Secretary
   a. Responsible for club minutes (taken at officer meetings only), club filings, tournament waiver forms, promotional flyers, website updating, member waiver forms, club handbook and club email list.
      i. All material on club website must be approved by both secretary and president to ensure its appropriateness.

E. Treasurer
   a. Responsible for club bookkeeping, applications for use of club funds.
   b. Prepare annual budget request packet with president
   c. Report to president for all financial matters

F. Tournament Manager
   a. Responsible for organizing tournament documentation and other tournament related responsibilities.

Note: While designated tasks described below are assigned to a specific officer, all officers should cooperate together to fulfill SA requirements and promote club activities throughout student campus.

Article V. Government

A. Meetings
   a. Types of meetings
      i. Kendo practice (general meetings)
      ii. Officer meetings
   b. How meetings will be run
      i. Kendo practice will be run by Sensei, or by Senpai if Sensei is not present. Practice agenda will be determined beforehand by Sensei or Sempai, but will consistently involve the following elements:
         1. Warm-up (stretching, coordinated swings)
         2. Opening ceremony (meditation, bow to Sensei)
         3. Non-bogu session (striking/blocking without armor, kata)
         4. Bogu session (striking with armor, waza exercises, kirikaeshi, keiko)
            a. Non-bogu members will be seated and observe bogu session.
         5. Closing ceremony (Bogu removal, meditation, bow to Sensei)
         6. Closing remarks and Announcements
      ii. Officer meetings will be run by President, or Vice President if President is not present. Agenda will be to discuss SA responsibilities (community service, fundraising, SA participation meetings), planning for upcoming testing/tournaments, organizing tournaments/visits with other universities.
c. Frequency of Meetings
   i. Kendo practice (general meetings) will be held twice a week. Practice will last approximately 1.5 to 2 hours.
   ii. Officer meetings will be held once a week. Minutes will be taken and distributed to all officers.

d. Quorum for meetings
   i. Kendo practice: at least three members present, including Sensei, Senpai, or high-ranking student.
   ii. Officer meeting: at least two officers must be present.

B. Elections
   a. Elections will be held every year during spring semester, before May 1st.
   b. All voting members will meet after practice on appointed day. All members interested in holding office will self-nominate, whereupon members will vote via open ballot. A request for closet ballot will be granted upon request.
   c. Anyone running for executive board position must be an undergraduate student of the University at Buffalo and in academic good standing. The requirement for academic good standing is defined by the University at Buffalo. Should not be on probation for more than 2 semesters.
   d. Newly elected officers will take office after the termination of the current semester.

C. Impeachment/Removal Process
   a. If an officer misses more than three officer meetings per semester, he/she may be called for removal. Officers found to be negligent in their duties or acting in ways inappropriate or harmful to the function and mission of the club may also be removed. Officers should attend kendo practice regularly.
   b. Any member may attend an officer meeting and call for officer removal. Member proposing impeachment must also offer a candidate with at least half of the voting members' approval. If the member proposing impeachment wishes to remain anonymous, he/she should individually contact one of the officers who is not involved in the impeachment request, who will then consult other officers who are not involved in the impeachment request. If the request involves all officers, it should be made to the Sempai. If this request is determined to be valid by those officers not in question (or by Sempai, if all officers are up for impeachment), officers will notify officer in question and announce the request at the next kendo practice.
   c. Officer removal can only be obtained by a ¾ vote from all voting club members. Held at the end of the kendo practice immediately following the request for removal.

D. Resignation/Vacancy of Office
   a. If an officer leaves the club during the summer session, the new E-Board will elect an intermittent officer until elections can be held for the spot during Fall semester.
   b. All other eboard members must be informed as well as the instructor.
   c. After election has taken place, a Club Update form should be filled with new officer.

Article VI. Amendments

A. Any member may propose amendments at an officer meeting.
B. Officers must present proposed amendment to the club within the next two kendo practices, whereupon all voting members present may vote for the amendment.
C. At least half of the voting members must vote in favor of an amendment for it to take effect.
D. Amendment will take effect after the SA approves at the next kendo practice.
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 council coordinator for review and approval.