MxCC Martial Arts Club By-Laws

**Section 1- Officer Duties**

Officers must be students at Middlesex Community College. The Officers Cabinet will consist of following: the President, Vice President, Secretary, and Treasurer. A single person may hold and perform the duties of two offices. Only active members may run for office. At least one officer must represent the club at student senate meetings.

**President**- He or She shall be the executive officer of the club. He or She shall preside over every meeting and arrange them, be an active member of the club, call to order and recess meetings, maintaining the club's constitution, and liaison between the club and the club advisors or college officials.

**Vice-President**- He or She shall fulfill the duties of the President when He or She is unavailable, organize events, oversee any committees the club president created, help promote the club, and liaison between the club and the club advisors or college officials.

**Treasurer-** He or She shall draft and manage the budget of the club that will be approved by club officers and fill out any necessary paperwork for student senate revolving around the budget. He or She will coordinate with the club’s martial arts instructors to make sure that each semester they have the necessary equipment that is within the clubs budget.

**Secretary-** He or She will keep a list of members at every meeting. They will contact members about club events, maintain the clubs social media accounts, keep a weekly list of current equipment, promote the club, count the votes from an election, and help revise the club’s constitution and by-laws annually as needed.

**Section 2- Quorum**

The club will need the President and/or the Vice President, Secretary, and at least one martial arts coach to conduct a club meeting. The Treasurer must be present to finalize any club purchase.

**Section 3- Membership**

Active Members- These members are members who actively participate in club meetings and training sessions. To reach and maintain this status you must come to at least half of the clubs training session. Benefits are as follows: may run for club office, be first picks for any events or tournaments, and will be considered first by the president for being put on any committees.

Regular Members- These members participate in training and may or may not attend club meeting.

Instructors/Martial Arts representative- These members are active members, but teach the club their respective martial art.

Instructor Requirement- the prospective member must provide a letter or certification from their head instructor certifying them to be able to teach or have one of their instructors actively participate in the club. Also the instructor will be the representative for their martial art during club meetings. Lastly, during club events or ceremonies instructors must wear the traditional uniform of their martial art.

**Section 4- Rules of Order**

Club Meeting:

* The Club meeting will be called to order and recessed by the President of the club (or Vice President if the president is unavailable).
* The club Secretary will write a list or pass out a sign in sheet for attending members
* The purpose of the club meeting will be, but not limited to, the following: finalizing budgets, elections, organizing club events, pre planning workouts, discussing any schedule changes, creating and electing members for a committee, and club member concerns.
* If there is no need for a club meeting that week, a normal training session will take its place

Section 5- Elections

* Elections will be held annually at the end of each school year during the summer session
* Only Active Members may run for office
* If an officer is impeached by either the president or a 2/3 club vote due to failing to perform their duties, then the order of succession shall go as follows: Vice President-President and Treasurer-Vice President or Secretary-Vice President and the new officials will finish the impeached or resigned officials term. If club officer does not want to move up, then the new officer shall be elected via a special election.
* Candidates must be nominated and seconded by a present club member to run for office
* Candidates may nominate themselves
* For time’s sake no more than four candidates may run for one office (first come first served on the basis for nominations).
* Candidates will be allowed 2 min speeches if desired to explain why they are suited for the position.
* Non-Martial Arts Instructors may hold any desired office
* At least one club advisor must be present during elections
* One must have the majority of votes to win an election

Amendments

Amending By-Laws- Amendments may be created by any club member, but must be seconded by another club member and cannot contradict the club constitution. With club majority vote, the amendment will proceeded to be either signed or vetoed by the president. If vetoed, the club may revote on the amendment and if they gain a 2/3 majority vote the president’s veto will be override.

Amending the Constitution- Amendments may only be created by club officers or active members. A 2/3 majority is required to amend the Constitution. If passed, it will go to the president to be either signed or vetoed. If vetoed the remaining club officers and martial arts instructors will vote on the amendment and if a 2/3 majority is reached the president’s veto shall be overriden.