

**Constitution of the Columbia University
Shotokan Karate Club
Revised on October 13, 2007**

Preamble

The Shotokan Karate Club Sport at Columbia, hereafter referred to as SKC, is herein created to allow students, faculty, staff, and other affiliates of Columbia University, to practice karate as a martial art, at its highest level.

Article I Name of Club Sport

The name of the clubs shall be Columbia University Shotokan Karate, hereinafter referred to as SKC.

Article II Purpose

Section 1. The purpose of the club is to allow its members to practice karate as a martial art, at its highest level.

Section 2. The goal of the club is to provide participants with the opportunity to gain, through the practice of karate, numerous and unique benefits. These benefits include but not limited to physical and mental conditioning, self defense, confidence, focus, mind-body coordination, and the opportunity, through the learning of an ancient art, to experience some aspects of eastern culture. In addition, club officers have the opportunity gain valuable management and leadership experience through the efficient and creative administration of the club.

Article III. Membership

Section1. Eligibility

The general body of members will be comprised of students, faculty, staff, and other affiliates of Columbia University. There will be no arbitrary exclusion from membership on the basis of sex, sexual orientation, race, religion, or disability.

Section 2. Active Membership

Members are expected to attend practices on a regular basis and pay their semester dues in a timely fashion. All members must notify the club president of any health problem that they have, or even suspect that they might have. The club president will not allow anybody to practice if, due to health condition, they pose any risk to either themselves or other members. Membership will be revoked following any use of intentional, inappropriate, physical force, or refusing to follow the instructor's order during practice.

Section 3. Privileges

All members have the privilege to participate in all club practices, regardless of their level of progress, as long as they do not violate any of the conditions listed in section 2. Senior members of the club assist and support the junior members.

Article IV. Officers

The officers of the club will be four undergraduate students with the following titles: a President, Vice-President, Treasurer, and Secretary.

Section 1 . Duties of Office

- A. **President:** The club president is in charge of the overall running of the club and the curriculum of practice, as well as coordinating the activities of the other officers. The president will be the club representative at the Club Sports Council.
- B. **Vice-President:** Will assist the president as needed.
- C. **Treasurer:** In charge of collecting dues, preparing the budget, and dealing with all financial issues of the club.
- D. **Secretary:** In charge of maintaining membership log, collecting waivers, and help the president in scheduling and running meetings and elections.

Section 2. Eligibility

All undergraduate students who are members in good standing in the club are eligible to serve as officers.

Section 3. Elections

Election of the board shall be held annually in the second school week in September. New officers shall take office at the first Monday in October. All club members are eligible to participate in the election.

Section 4. Term of Office

An office is held for one academic year. If for any reason, an elected officer of the Board cannot complete his/her term in office, a new election to fill such a vacancy will be held.

Article V. Committees

The SKC does not have any standing committees. If required, the club president will set up an ad hoc committee for specific events.

Article VI. Meetings

Section 1. Executive Board: The club board will meet at least once a month, in the first week of the month, to attend to the administrative business of the club.

Section 2. General Meetings: The club will have a general membership meeting at least three times each academic year: one early in the Fall Semester, one at the beginning of the Spring Semester and one near the end of the Spring Semester.

Section 3. Special Meetings: The club president will call a special emergency meeting when either he/she finds that such a meeting is needed, or following the request of other club officers. Club members will be notified of such a meeting by an e-mail message that will be sent by the president or by any other officers following the request of the club president.

Article VII. Affiliations

Section 1 . National Governing Body

The SKC does not have any membership in any NGB.

Section 2. Leagues or Consortiums

SKC is affiliated with Shotokan Karate of America (SKA), the oldest karate organization in the United States, a non-profit, non-commercial organization with more than 100 clubs around North America as well as affiliates in thirteen countries around the world. SKA is headed by Master Tsutomu Ohshima, a direct student of Master Funakoshi, the founder of Shotokan Karate.

Article VIII. Coaching / Instruction

Section 1 . Goals

The essence of karate practice is practice itself through the repetition of various techniques (“Kihon”), the performance of “Kata”, and various forms of engagement, “Kumite”. Therefore, the club follows the traditional form of instruction or coaching where the senior club member present leads practice by performing all techniques to be followed by junior members.

Section 2. Consultant

Following the recommendation of senior club members, the club president will have the authority of soliciting the services of a “Recreational Sports Consultant” to visit club practices on occasional or regular basis, and use the club funds to pay the consultant. The president will consult the board before making such a decision. The objective of soliciting a Consultant is to give club members the opportunity to practice, from time to time, under the leadership of exceptionally high ranked karate masters. Therefore, such a solicitation will be limited to individuals who are exceptionally highly qualified karate practitioners with extensive teaching experience.

Article IX. Club Funds

Section 1 . Dues

Current membership dues are \$65 per semester, to be collected in the first couple of weeks of each semester. If new members join the club in the middle of the semester they will pay their dues within the first two weeks of their membership. Dues are to be paid in cash or with a check and it is the responsibility of the club treasurer to transfer the dues to the Club Sports office in a timely fashion.

Section 2. Sponsorships

SKC does not have any procedure or plans for sponsorship income.

Section 3. Gifts

SKC does not have any procedure for soliciting and receiving cash donations

Section 4. Expenditures

All expenditures within the club budget will be decided and approved by the club president and administered by the club treasurer. The club treasurer will ensure that funds are available before any spending takes place. The general planning of the budget will be approved by a majority vote of the Board of Officers.

Club expenditures will be limited to activities and equipments that benefit all club members in

their pursue of karate practice, to enhance the quality of practice, its safety, and the social bonding among all club members.

Article X. Amendments

The sections below describe the procedure for making any amendment and ratification to the club's constitution.

The Club's Constitutions should be revised to reflect any changes in the policies and procedures of the Club Sports program as a whole. Even if no amendments are made, the club will review its Constitution every two years. The club president will e-mail a copy of the constitution to all club members, ask for comments and suggestion and present them to the full Board.

Section 1 . Procedure for Amendment

Amendments to the constitution can be made by any club member, who has practiced regularly with SKC for more than a year.

The proposal for an amendment should be submitted in writing, in three copies, to each member of the Board.

Section 2. Ratification

A general meeting of the club will be called within a month after submission.

A two third majority of all members will be required for the adoption of any amendment.

Once a club has formally amended its Constitution and/or By-laws, the amended Constitution must be submitted to the Club Sports Governing Board for approval

Article XI. Bylaws

- a. The objective of all regular meetings will be to practice Karate. Unless otherwise specified, the highest rank member will lead the practice.
- b. Members are expected to attend practices on a regular basis and inform the instructor or the club president if the cannot attend practices.
- c. Members are expected to complete each practice unless such a completion poses a health risk either to them or to other members.