

## **Constitution of the Kuksundo Club at Indiana University (KSDC)**

Adopted: September 19, 2017

### **Preamble**

The name of this organization shall be the Kuksundo Club at Indiana University

The purpose of the Kuksundo Club at Indiana University is to learn and practice Kuksundo, a Korean art primarily involving stretching and meditative breathing. The purpose of this organization is exclusively educational within the meaning of section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

### **Article I: Membership**

Membership shall be open to students and faculty at Indiana University and other interested parties, upon payment of dues to be determined by the executive committee (based on membership for one academic year). Such persons shall have voting rights within the Club and shall receive notification of all of the Club's activities.

Participation in the organization must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status. [section I.D.3(c).]

### **Article II: University Compliance**

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

### **Article III: Executive Officers**

The Officers of the Club shall be a President and a Treasurer that are democratically elected by the Club members in the annual elections. They shall serve for a period of twelve months, which shall begin immediately following the regular annual election. Elections will be held in the fall in order to consider newly admitted students. These members will receive automatic nomination for the election process the following academic year. Provisions for the election are set forth in article VII. Only members enrolled as students at IU are eligible to serve as officers. No elected officer shall receive remuneration for their duties as officer, nor shall officers be available for any benefits or grants offered by the Club. No individual may hold more than one officer position. Officers are responsible for all club operations.

Specific duties for the Officers shall be described in the Officer Job Description document. This document shall be publicized to the membership prior to elections. This document may be revised as needed by the Club members, but shall supplement these bylaws by delimiting the specific duties of individual offices.

- The President shall preside at all Club Meetings, shall coordinate the activities of the Club, and shall represent the Club before any organization inside or outside of Indiana University.
- The Treasurer shall be responsible for collecting membership dues, receiving and disbursing Club funds according to Student Organization Accounts regulations, applying for funding and seeking fund raising opportunities, and making regular financial reports to the membership. As of 2016, the treasurer will be responsible for the management of all paper financial records in an effort to digitize and archive existing files.

#### **Article IV: Advisor**

The membership shall be consulted at an open meeting when it becomes necessary to choose a new advisor for the Club. As of 2016, there shall be one general advisor, and in the event of lack of Club colloquia and/or conference, an additional advisor will be appointed to aid in the organization of said events.

#### **Article V: Meetings**

##### Section 1: Meetings of the Club Members

The Board shall hold regular meetings to conduct the Club's business (no fewer than 3 meetings per Fall or Spring semester. Meetings are open to all members of the Club and shall be announced in advance of the time and date. At meetings of the Club, only members of the Club shall have voting rights, but members may contribute to the discussion of the topics at hand before the members vote. In case of questions concerning the proper conduct of meetings, Roberts Rules of Order (revised) shall be adhered to.

Special meetings shall be scheduled by the Club under the following conditions:

1. Petition by 5 Club Members.
2. Need (see preamble) recognized by the Board.
3. As specified by Article XI, section 6.

At all open meetings a quorum shall be 5. In case of question concerning the proper conduct of meetings, *Roberts Rules of Order* (revised) shall be adhered to. Questions at meetings shall be decided by a simple majority except in the case of Constitutional Amendments.

#### **Article VI. Elections**

The election of the Club Officers shall be held Fall semester. Nominations shall be made at an open meeting and/or by anonymous ballot (physical or virtual) available to all members. Ballots shall be collected, and counted by individuals designated by the Club who are not themselves on the Ballot. Any Officer vacancy shall be filled as soon as possible by a method deemed appropriate by the Club members All club business over the Summer (including re-registering the Club and holding elections in the Fall) will be handled by the previous year's Club President

and Treasurer. If the President and/or Treasurer is unable to handle business over the summer, a special election shall be held before the end of the Fall semester.

### **Article VII: Non-Hazing**

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

### **Article VIII: Dues and Budgets**

Decisions on minor expenditures (under \$50) will be handled by the Club president and Treasurer. Decisions on major expenditures (over \$50) shall originate with the Club members and shall require a 2/3 majority vote by club members to allow the expense.

### **Article IX: Finances**

The Club Treasurer shall be in charge of the club's finances. Expenses will be determined according to Article VIII.

### **Article X: Personal Gain**

This organization shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.

### **Article XI: Amendments**

Amendment to the Constitution may take place only at meetings for which there has been prior announcement concerning the proposed amendment, or by anonymous ballot (physical or virtual) sent to all members.

### **Article XII: Ratification**

Adoption of an amendment shall be by 2/3 affirmative vote of those members present and voting at an open meeting or ballot.

### **Article XIII: Grievance Procedure**

1. Any member of the Kuksundo Club at Indiana University may request the formation of a committee to review a decision of the Officers by submitting a letter stating their grievance to the Officers within a reasonable amount of time after the decision in question is made.

2. Upon receipt of such a letter, the Club members shall initiate the formation of a review committee.
3. The review committee will have three members, selected from the voting membership of the Kuksundo Club at Indiana University. One member shall be chosen by the Officers, by unanimous vote with no abstentions. One member shall be chosen by the person or persons filing the grievance. The two people thus chosen shall choose the third member of the review committee.
4. The review committee shall decide whether the complaint has substance and whether further action is required.
5. If the review committee decides that no further action is required, then the decision of the Officers stands.
6. If the review committee decides that further action is required, it shall recommend to the Officers that they revise their decision. If such revision is not forthcoming, it shall call a meeting of the full voting membership.
7. At the open meeting the parties shall explain and justify their positions and members present shall vote on what action to take.

#### **Article XIV: Dissolution**

Upon the dissolution of the Club, the Members shall, after paying or making provision for the payment of all the liabilities of the Club, dispose of all of the assets of the Club to an organization or organizations organized and operated exclusively for educational or scientific purposes as shall at the time be qualified as an exempt organization or organizations under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law), as the members shall determine. Any such assets not so disposed of shall, upon final dissolution, escheat to the State of Indiana, for exclusively public purposes.

#### **Article XV: Safety**

- Kuksundo Club members and participants are not encouraged to participate beyond their physical abilities and all Kuksundo club practices shall be directed by a trained individual.
- All Kuksundo club members and activity participants shall sign a liability waiver, which will be kept on record by the Treasurer.
- In case of an emergency the instructor will make the decision to call 911.
- The Club Treasurer shall keep emergency contacts on file for all club members available to the instructor. In the event that a club member is unconscious or unable to use the phone, the instructor will call the emergency contact after calling 911.