

# **MIT Table Tennis Club Constitution**

## **Article I: Name**

The official name of the organization as listed with the ASA is the Table Tennis Team, M. The organization will also be known as the MIT Table Tennis Club.

## **Article II: Purpose and Goal**

The purpose behind the functioning of the organization is threefold:

- I. To create an environment which encourages playing the sport of Table Tennis recreationally
- II. To promote Table Tennis among the MIT community.
- III. To train the MIT Coed and Women's team to participate at the intercollegiate level

## **Article III: Membership**

### **I. Club members**

- I. Interested members of the MIT community who wish to be involved with the organization
- II. Table Tennis enthusiasts who have full access to the Z-Center facilities and are permitted to participate in MIT ASA activities.

## **II. Associate members**

- I. Members wishing to be involved with the club but not attend regular practice sessions can apply to be on the club mailing list as associate members

## **Article IV: Meetings**

- I. Club practices sessions will occur at least twice a week during the regular semester.
- II. Team practice session will take place at least once every week during the regular semester.
- III. Saturday Tournaments will be held at least six times during the course of a semester.
- IV. All sessions must have an official club officer present at them.

## **Article V: Officers and Duties**

### **I. Student Officers**

#### **I. President**

- I. Attend to miscellaneous concerns voiced by club members
- II. Request CSC funding annually
- III. Manage club finances and approve of all transactions
- IV. Maintain the club website and post updates
- V. Discuss and pass club budget with the Treasurer at the beginning of each semester
- VI. Discuss and finalize compensation with the coaches
- VII. Ensure card access for the Club officers

- VIII. Appoint a treasurer and vice president
- IX. Train the vice president to succeed him/her as president.
- X. Reserve location for practice sessions and tournaments
- XI. Organize and run the bi-annual MIT Tournament.
- XII. Order prizes for the tournaments
- XIII. Buy new equipment when necessary
- XIV. Hold monthly meetings with the VP and Treasurer to discuss new ideas and initiatives.
- XV. Attend General Body Meetings
- XVI. Organize and host publicity booths

## **II. Vice President**

- I. Conduct the Saturday Tournaments – Keep an excel sheet record of each tournament result so as to decide the series champion at the end of the semester.
- II. Appoint and train an active club member to succeed him/her as Vice president.
- III. Order Saturday Tournament trophies and prizes
- IV. Maintain an active club roster (An excel sheet with names, class, emails, numbers (if possible) and Rating Central Ranks of all the current club members)
- V. Remove inactive members from roster
- VI. Ensure that members sign the waiver forms (Keep a record of who has signed and who hasn't)
- VII. Help the President run the MIT Open Tournaments

## **III. Treasurer**

- I. Keep an accurate balance of both accounts.
- II. Ensure the overall balance does not fall below \$800.

- III. Sign contracts with coaches at the beginning of the year (after discussing compensation with president)
- IV. Pay the club staff (coaches, instructors) on time
- V. Reimburse Club officers for club expenses
- VI. Ensure the CSC funds are spent by the end of the year
- VII. Propose rate and fee changes for tournaments (based on budget)
- VIII. Propose annual budget
- IX. Help the President run the MIT Open Tournaments.
- X. If applicable, train the next treasurer.

## **II. Coaches**

### **I. Club Coach**

- I. Attend practice sessions regularly on the allotted day
- II. Host Saturday Tournaments (if applicable)
- III. Help the VP organize and run the Saturday tournaments
- IV. Ensure that there is adequate equipment available to the club (in conjunction with the president)

### **II. Team Coach**

- I. Conduct try-outs at the beginning of the semester to finalize the team roster
- II. Maintain a Co-Ed and a Women's Team with healthy rosters.
- III. Conduct at least 2 hours of practice sessions dedicated to the team every week.
- IV. Ensure the team members sign the NCTTA Intercollegiate Athletics Eligibility Form before the first meet of the season
- V. Order and distribute the Team Uniform

- VI. Accompany the team to Tournaments and perform necessary preparations.
- VII. Maintain and update the 'Team News' section of the club website.
- VIII. Maintain an accurate roster of all current team members and rankings.

## **Article VI: Officer Selections**

### **I. President**

- I. The vice president will take over as president following the completion of his/her term as VP.
- II. If necessary, the current president will nominate an active club member to succeed him/her.

### **II. Vice President**

- I. The vice president will nominate and train an active club member to succeed him. The nomination must take place during the second part of the officer's term (usually the spring semester).

### **III. Treasurer**

- I. The treasurer will be nominated during the previous spring semester by the incoming president.

### **IV. Club Coach**

- I. Nominated by the president at the beginning of the academic year

## **V. Team Coach**

- I. Nominated by the president at the beginning of the academic year

## **Article VII: Officer Term Durations**

### **I. President**

- I. The president will begin his/her term at the start of the academic year and hold the post until the beginning of the next year (including the intermediate summer period)
- II. No president might hold term for more than a year consecutively unless extenuating circumstances prevent the succession of a new president.
- III. If extenuating circumstances prevent the succession of a new president, the president may take on an extended term only with the unanimous support of all the student officers.

### **II. Vice President**

- I. The vice president will begin his/her term at the start of the academic year and hold the post until the beginning of the next year (including the intermediate summer period)
- II. No vice president might hold term for more than a year and must nominate and train another club member to succeed him/her.
- III. If extenuating circumstances prevent the succession of a new vice president, the vice president may take on an extended term only with the unanimous support of all the student officers.

### **III. Treasurer**

- I. The treasurer will begin his/her term at the start of the academic year and hold the post until the beginning of the next year (including the intermediate summer period)
- II. The treasurer may hold up to 4 consecutive terms with the unanimous support of all the student officers.

### **IV. Club Coach**

- I. The club coach will begin his/her term at the start of the academic year and hold the post until the beginning of the next year (including the intermediate summer period)
- II. The club coach may hold an indefinite number of consecutive terms with the unanimous support of all the student officers.

### **V. Team Coach**

- I. The team coach will begin his/her term at the start of the academic year and hold the post until the beginning of the next year (including the intermediate summer period)
- II. The team coach may hold an indefinite number of consecutive terms with the unanimous support of all the student officers.

## **Article VIII: Removal/Replacement of Officers**

- I. Officers can be prematurely removed from their position if they receive a unanimous vote of no confidence from the student officers (excluding themselves).
- II. Officers can retire from their position prematurely with the approval of the student officers if a suitable replacement is found to occupy the position.

## **Article IX: Constitution Additions or Deletions**

- I. All changes to the constitution must be unanimously approved by all the student officers

## **Article X: Tournaments**

- I. The MIT Table Tennis Club must conduct an open tournament once every semester unless extenuating circumstances prevent it.
- II. The purpose of the tournament is to publicize the name of the organization and promote the sport of Table Tennis among the community.
- III. The tournament also serves as the main source of income for the club and must be treated as such.

## **Article XI: ASA Governance Clause**

The MIT Table Tennis Club agrees to abide by the rules and regulations of the Association of Student Activities, and its executive board. This constitution, amendments to it, and the by-laws of this organization shall be subject to review by the ASA Executive Board to insure that they are in accordance with the aforementioned rules and regulations.

**Draft Date: 31/1/2012**

**Drafted by**

**Sidhant Pai**

Club President 2011-2012

MIT Class of 2014

**Approved by**

**Alvin Jeon**

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