

**Bylaws of
University of Chicago Archery
Version 2014.001
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Article I: Name

The name of this organization shall be: The University of Chicago Archery. The organization shall be divided into two parts: The University of Chicago Archery Club and The University of Chicago Archery Team.

Article II: Mission Statement

The purpose of University of Chicago Archery is to provide a safe environment for people to learn and practice archery and competitive archery. More specifically, The University of Chicago Archery Club shall provide an environment for people to learn and practice their skills in archery. The University of Chicago Archery Team shall provide an environment for members to learn and practice their archery skills at a competitive level, with collegiate and regional competitions.

Article III: Field of Membership

Section 1: Types of Membership.

1. Standard Membership: The University of Chicago Archery Club
2. Team Membership: The University of Chicago Archery Team

Section 2: Membership Eligibility Requirements.

1. Club members
 - a. Club membership is open to, but is not limited to, the following groups
 - i. interested University of Chicago students
 - ii. interested University of Chicago faculty/staff
 - iii. interested non-registered University of Chicago students (such as those on a leave of absence)
 - iv. interested official University of Chicago affiliates (such as alumni, and student life partners/spouses)
 - b. Club members shall maintain good standing with the organization by:
 - i. paying quarterly dues in a timely manner
 - ii. signing a liability waiver
2. Team members
 - a. Team members may include, but is not limited to, the following groups:
 - i. interested University of Chicago students
 - ii. interested University of Chicago faculty/staff
 - iii. interested non-registered University of Chicago students (such as those on a leave of absence)
 - iv. interested official University of Chicago affiliates (such as alumni, and student life partners/spouses)
 - b. Team membership is granted by the archery board, who will decide the allowed number of team members based on space and equipment constraints.
 - c. The archery board may choose to have try-outs as often as once per quarter to decide membership. Results of try-outs may be based on, but are not limited to, archery skill, dedication, and group dynamics.

- d. All team members must pay mandatory dues unless the president waives their dues because of financial burdens or similar circumstances.
 - e. Team membership includes membership to the University of Chicago Archery Club, and the team members are free to participate in any archery club practice.
3. Revoking membership
- a. Membership of any club or team member may be revoked for the following reasons
 - i. Discrimination: If a member discriminates against another member or officer because of race, gender, and/or sexual orientation
 - ii. Repeated instances of unsafe behavior
 - iii. Failure to pay dues in a timely manner
 - iv. Ineligibility to participate
 - b. Only the president may revoke membership
 - i. Revocation of membership may be challenged by the member
 - 1. In this case, the archery board will take a vote on the decision
 - 2. At least 75% of the board must agree with the presidents decision to confirm the revocation.

Article IV: Officers

Section 1: Requirements of Office

- 1. All elected officers must be current members of the University of Chicago Archery Club
- 2. All elected officers must be University of Chicago students
- 3. The president must have previously served as a member of the archery board

Section 2: The Archery Board

- 1. The archery board shall consist of:
 - a. President
 - b. Team Captains (2)
 - c. Club Officers (2 or more, as defined by the president)

Section 3: Elected Officers

- 1. The president shall:
 - a. fill in for any officer that cannot perform his or her duty
 - b. organize club and team practices
 - c. organize the hiring of a coach for the archery team
 - d. complete tasks necessary for the proper functioning of both the club and team
 - e. serve as the main contact for the University of Chicago Department of Physical Education and Athletics
 - f. serve as the main contact for the Office of the Reynolds Club and Student Activities
 - g. decide the distribution of duties to the other officers
- 2. The team captains shall (between the two of them):
 - a. keep track of funds and the collection of dues.
 - b. organize tournament trips, including, but not limited to, registration, travel arrangements, lodging arrangements.
 - c. assist in instruction of new archery club and team members.
 - d. assist other archery board members in performing various duties as needed.

3. The club officers shall:
 - a. rangemaster archery club practice each week.
 - b. ensure that all participating archers have signed waivers.
 - c. teach proper safety technique to all archers.
 - d. instruct new club members as an introduction to archery.
 - e. assist other archery board members in performing various duties as needed.

Section 4: Terms of Office

1. All officers have a one year term beginning at the start of the academic fall quarter unless otherwise requested by the president.

Section 5: Provisions for the Selection and Replacement of Officers

1. All elections shall be conducted in the manner outlined in Article VI.
2. In order to be considered for nomination, interested members shall:
 - a. be a member of the University of Chicago Archery Club
 - b. be a University of Chicago student
3. The elected members shall:
 - a. become known as a respective officer-elect (President-elect, Vice President-elect, etc.).
 - b. shadow the current officer to learn the respective duties and make connections with the appropriate parties necessary to fulfill the duties of office as outlined in Section 2.
 - c. inherit the full duties of office at the beginning of the next academic year unless otherwise requested by the president.
4. In the event of a re-election to a second term, the elected officer shall forego the procedures outlined in Section 5.3 and retain the full title and responsibilities of office through the following academic year.

Section 6: Provisions for Removal of Officers

1. Officers shall voluntarily inform the archery board in the event that they are no longer able to meet the requirements of office as elaborated in these Bylaws.
 - a. A replacement officer shall be elected according to procedures outlined in Article VI.
2. In the event that it is deemed that an officer should be involuntarily removed from office, the following impeachment procedures shall apply:
 - a. Impeachment shall apply to all elected positions.
 - b. The grounds for impeachment shall be:
 - i. conduct unbecoming of a member of the UofC community
 - ii. misuse of archery funds
 - iii. failure to perform duties as outlined in these Bylaws.
 - c. Proceedings may be brought by a notification of the archery board.
 - d. Archery club members may voice concern by petitioning an archery team member
 - e. A $\frac{3}{4}$ vote of the entire archery team membership, excluding the officer in question, shall result in immediate removal from office.
 - f. In the event of an impeachment, a replacement officer shall be elected according to the procedures outlined in Article VI.

Article V: Archery Practice

Section 1: Frequency and Format

1. The University of Chicago Archery Club shall meet twice a week 1st week through 9th week of each quarter, or as scheduling allows.
2. The University of Chicago Archery Team shall meet once a week 1st week through 9th week of each quarter, or as scheduling allows.
 - a. If there are adequate funds, the archery team will employ a coach to instruct during team practice.
3. The archery board may change the frequency and scheduling of practice as needed.

Section 2: Attendance

1. Club members are eligible to participate freely in any archery club practice.
2. Team members are expected to attend each team practice and must explain their situation to the president or a team captain if they need to miss a practice.

Article VI: Elections

Section 1: Election Procedures

1. Nominations
 - a. All archery club members in good standing are eligible for the office of Club Officer.
 - b. All archery team members in good standing are eligible for any office.
 - c. The president shall set the deadline for nomination of candidates for elected offices no later than one week prior to elections.
 - d. All members shall self-nominate themselves for office.
2. Officer Elections
 - a. The president will select the date of annual elections, which must take place between 3rd and 8th week of spring quarter of the academic year.
 - b. Annual elections must take place immediately following a regularly scheduled archery team practice.
 - c. Officers will be elected by a majority vote of the archery team members on secret ballots.
 - d. All nominated members have the right to make a speech of up to 5 minutes for president, and up to 3 minutes for all other offices, regardless of the number of candidates nominated for each office. An equal amount of time will follow the speech for the archery team to ask the candidates questions.
 - e. Deliberations may be called for after all candidates for a position have spoken and answered questions with the following format:
 - i. Deliberations will be held in an open forum of discussion moderated by the president and are not to last more than 5 minutes per deliberation.
 - ii. After time has ran out for a deliberation another call for deliberations may be made, with a maximum of 3 deliberations per position. After 3 deliberations, voting must begin.
3. Voting Procedure:
 - a. If only one member has been nominated to an office, that member shall be elected by default.

- b. If multiple members have been nominated, an instant-runoff vote shall be held, as follows:
 - i. Each archery team member shall write down the name of their candidate of choice, or "abstain".
 - ii. The president shall sort the ballots according to the top choice, discarding abstentions.
 - iii. If there is a candidate with more than 50% of the ballots not discarded, that candidate shall receive the office.
 - iv. Otherwise, the candidate with the fewest ballots shall be eliminated.
 - v. Steps 1-4 shall be repeated as necessary until step 3 yields a clear winner.
 - vi. Ambiguously ranked ballots shall be discarded if the ambiguity ever becomes pertinent to a counting decision.
 - vii. In the event of ties in Section 1.c.ii above, all members of the current archery board shall vote to break the tie. Abstentions shall not be permitted.
4. Proxy votes
 - a. In the event that an archery team member is unable to attend the election meeting in whole or in part, that member may submit a list of their candidates of choice for the respective positions to the president no less than 2 hours before the election meeting.
5. Proxy speeches
 - a. In the event that a member nominated for office is unable to attend the election meeting in whole or in part, that member shall petition the archery board to have a written copy of the member's speech read at the election meeting.

Article VII: Handling of Funds

Section 1: Location of Funds

1. All funds collected will be deposited in University of Chicago Archery's ORCSA account.

Section 2: Management of Finances

1. The team captains shall be the primary officers designated to handle the group's finances and the reimbursement of members for budgeted expenditures.
2. Funds may only be used toward expenditures approved by the president.

Section 3: Collection of Dues

1. In the event of insufficient external funds to maintain the group's function, the archery board may vote to levy dues from club and team members.
2. Club and team members have until their 5th practice of the quarter to pay their dues
 - a. Club and team members with financial difficulties may have their dues waived by the president
 - b. Failure to pay dues shall result in the revocation of membership

Article VIII: Amendments

Section 1: Procedure for advance notice of amendments

1. Any member in good standing shall have the right to present an amendment to these Bylaws by notifying the archery board.
2. Amendments shall be made to these Bylaws when approved by more than 75% of the archery board.

Section 2: Ratification

1. These Bylaws shall be in force when approved by 75% of the archery board.

Article IX: Elastic Clause

Section 1: Definition

1. Any scenario not covered by previous rules shall be voted on by the archery board and decided by majority rule.
2. These bylaws may be overridden at any time by a $\frac{3}{4}$ majority vote of the archery board.