
GOVERNANCE OF THE COOPER UNION TABLE TENNIS CLUB

1st Ed.

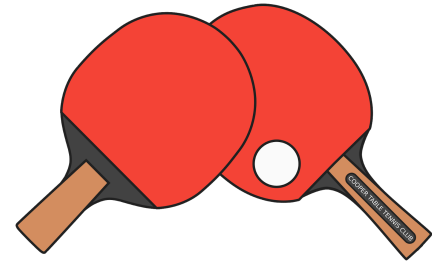
Last modified: October 1st, 2019

Drafted by the 2019 Table Tennis Club Officers:

Director of Student Outreach: Jonathan Lam

Secretary: Daniel Kim

President: Andrew Njeim



Model adapted from the Cooper Union Engineering Student Council Constitution

ARTICLE I - NAME, PURPOSE AND AUTHORITY

SECTION 1: NAME

- a. The official name of this club, representing the students of the The Cooper Union for the Advancement of Science and Art, shall be The Table Tennis Club. Furthermore, let it be known that the name, The Ping Pong Club, is an unambiguous and correct synonym to The Table Tennis Club.

SECTION 2: PURPOSE

- a. The Table Tennis Club encourages the physical and mental well-being of students at The Cooper Union through the sport of table tennis. The Club allows students of all skill levels to play in a casual environment designed for enjoyment, skill improvement, socialization, and physical embetterment, by connecting students with the resources and opponents to learn about, practice, and develop an appreciation for the sport of table tennis.
- b. The Table Tennis Club will provide an environment suitable for the participation in this sport, by hosting tournaments and regular practices, and by notifying its members of relevant table tennis-related events external to the club.

SECTION 3: AUTHORITY

- a. The Table Tennis Club is recognized as the representative body of the Students of The Cooper Union, by the Joint Activities Council of The Cooper Union for the Advancement of Science and Art.
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ARTICLE II - MEMBERSHIP AND ORGANIZATION

SECTION 1: ELECTION OF OFFICERS

- a. The Table Tennis Club leadership comprises three officers: Director of Student Outreach, Secretary, and President.
- b. Elections for the three officers for the subsequent two semesters are to be held in the spring semester of each year. Vacancies opened by graduation of officers may be filled by other officers, at their own discretion. Otherwise, positions will be filled with a plurality vote, such that all vacant spots in the leadership are filled. Their roles are considered equally important and the decision of the responsibilities each leader assumes is to be determined between themselves within a week of the election.
- c. Positions vacated through resignation or dismissal will be filled by a simple plurality vote at a reasonable time, such as the next regular meeting or tournament.

SECTION 2: MEMBERSHIP

- a. Membership shall be open to all Students of The Cooper Union for the Advancement of Science and Art, and will comply with federal laws prohibiting discrimination on the basis of race, sex, handicap, age, sexual orientation, or political or religious affiliation. Compliance with these laws means that membership, benefits, and the election of officers will not be made on the basis of these factors.
- b. Other members of the college community (defined as current faculty, staff, administrators and alumni) may attend the Organization's meetings and activities but may not conduct business on behalf of the Organization, vote, hold positions of responsibility including but not limited to elected, appointed, or volunteer positions or be involved in the finances of the organization.
- c. Membership in the Organization shall be determined by the registration in JAC, which may be completed during Fall Festival or on the JAC website
- d. All Members shall have equal rights and privileges with respect to membership, holding an office, and participating in the election of the Officers of the Organization.

ARTICLE III - DUTIES AND RESPONSIBILITIES OF TABLE TENNIS CLUB OFFICERS

SECTION 1: DIRECTOR OF STUDENT OUTREACH

- a. The Director of Student Outreach will be selected by the process described for the election of officers.
- b. The duties of the Director of Student Outreach include:
 - o Creating and distributing the relevant advertising media to raise awareness about the Club and its events in accordance to JAC rules,

- including, but not limited to, the media of posters, flyers, electronic visual content, and verbal announcements, where appropriate.
- Managing connections and events with other student clubs, students, and recreational bodies involved with The Cooper Union.
- Organizing the weekly meetings and encouraging participation.
- Filling in for the duties of the other two officers, if there is an officer vacancy, or an officer is otherwise unavailable to perform his duty for whatever reason.

SECTION 2: SECRETARY

- a. The Secretary will be selected by the process described for the election of officers.
- b. The duties of the secretary will include:
 - Recording the minutes of council meetings, and disseminating them in an appropriate format to the other officers for future review.
 - Keeping a close record of all team finances, including drafting and submitting the semesterly funding request, attending the appeals process if necessary, overseeing the submission of receipts for reimbursements, and seeing that the original budget request is respected.
 - Keeping a close record of equipment before and after regular meetings, tournaments, and other events, and immediately reporting any anomalies with respect to broken or missing equipment. If the Secretary is not present for an event, he or she must delegate this responsibility to another trusted member of the Club.
 - Filling in for the duties of the other two officers, if there is an officer vacancy, or an officer is otherwise unavailable to perform his duty for whatever reason.

SECTION 3: PRESIDENT

- a. The President will be selected by the process described for the election of officers.
- b. The duties of the President will include:
 - Leading the club's social events, providing services such as emceeing and overseeing student coaching.
 - Managing outreach to external table tennis affiliations, such as recreational or professional table tennis clubs, and reporting to official school management, such as the Joint Activities Council.
 - Filling in for the duties of the other two officers, if there is an officer vacancy, or an officer is otherwise unavailable to perform his duty for whatever reason.

ARTICLE VII - RATIFICATION AND AMENDMENTS

SECTION 1: RATIFICATION

- a. This document, upon approval by all three incumbent officers of the Table Tennis Club, shall be ratified as the Governance of the Cooper Union Table Tennis Club.

SECTION 2: AMENDMENTS

- a. Amendments may be made to any portion of the Table Tennis Club Governance by the approval of two incumbent officers.

ARTICLE VIII - PRECEDENCE

SECTION 1: PRECEDENCE

- a. This Governance, upon ratification, shall supersede all previous Table Tennis Club constitutions or governances.