

## **SU GOLF CLUB CONSTITUTION AND BY-LAWS**

### **ARTICLE I (Name)**

The name of this organization shall be the Syracuse University (SU) Golf Club. It shall be referred to as the Golf Club hereafter in this constitution and by-laws.

### **ARTICLE II (Purpose and Objectives)**

The objective of this organization shall be to encourage golf at SU, giving people an opportunity to play and learn about the game. There will also be a competitive section that will partake in competitions with other higher education institutions.

### **Article III (Membership)**

#### **Section 1: Membership**

1. Membership is open to students, faculty and staff at SUNY college of Environmental Science and Forestry and Syracuse University.
2. The Golf Club shall not discriminate or promote any form of discrimination on the basis of race, gender, religion, national origin, age, handicap, gender preference, marital or veteran's status in any program, activity or service.

#### **Section 2: Active Membership**

1. An active member is one who has attended at least one Golf Club activity per month and
2. Whose name appears on the membership roster

#### **Section 3: Qualifications for Officer Nominees**

1. Must be an active member in good standing.
2. Must be full-time graduate or undergraduate student enrolled at Syracuse University or SUNY College of Environmental Science and Forestry.
3. Officer candidates shall have a cumulative grade-point average of at least 3.0 and must not be on academic probation the end of the semester proceeding the election.

#### **Section 4: Voting**

1. Only active members are eligible to vote

### **ARTICLE IV (Voting)**

### **Section 1: Special Meetings**

1. Special meetings may be called by the executive officers or the Club Advisor or shall be called on the written request of ten (10) members of the Club. Except in cases of emergency at least five (5) days' notice shall be given.

### **Section 2: Quorum**

1. At least 3 Club Officers in attendance makes up a quorum.

### **ARTICLE V (Amendments)**

1. This constitution may be amended at any regular meeting of the Golf Club by two-thirds (2/3) vote of active members.
2. Any active member may submit an amendment.

### **SU GOLF CLUB BY-LAWS**

#### **ARTICLE I (Executive officers' responsibilities)**

The officers of the Golf Club shall consist of a president, vice-president, secretary, treasurer, and a captain. These officers shall perform the duties prescribed by the by-laws and by parliamentary authority by the Golf Club.

#### **Section 1: President**

The president shall:

1. Preside at regular and special meetings.
2. Establish the Golf Club's goals and an annual activity program in co-operation with the review board.
3. Initiate the preparation of an annual report and an annual budget for the upcoming year for the approval by the review board. The president must also have the annual report and budget submitted to Student Affairs prior to final examinations.
4. Approve correspondence and publicity notices.
5. Create, appoint and discharge all Golf Club committees including designating their chairpersons, except the review board as provided by the By-Laws.
6. Serve as the principle spokesperson for the Golf Club in front of the Student Government Association, Graduate Student Organization and Student Affairs.
7. Call meetings and special meetings.
8. Carry out any other duties assigned by the executive board and review board.

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9. Sit and chair the executive board.
10. Communicate official Club matters with the home course.
11. Organize tournament details with participating teams.
12. If necessary serve as interim captain.

## **Section 2: Vice President**

The vice president shall:

1. In the absence of the president, the vice-president shall assume the duties of the president.
2. Promote student participation in the Golf Club.
3. Plan and co-ordinate Golf Club activities and prepare publicity releases related to the Club.
4. Inform incoming club members of the purpose, activities and meeting schedule of the Golf Club.
5. Assist the president in the guidance and co-ordination of committee activities .
6. Assist the president in the recruiting of active student participation in the development and implementation of an annual program .
7. Carry out any other duties assigned by the president, executive board or review board.

## **Section 3: Treasurer**

The treasurer shall:

1. Receive and disburse Golf Club funds.
2. Present event receipts to the Club Sports office for reimbursement if applicable.
3. Assist the president in preparing an annual budget for review and approval by the membership that reflects the Club's activities.
4. Maintain an account that shall be open to inspection by the officers, the review board and the club advisor.
5. Prepare periodic financial reports reflecting year-to-date Golf Club finances

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6. Carryout any other duties assigned by the president, executive board, review board or club advisor.

#### **Section 4: Secretary**

The secretary shall:

1. Sit on the review board.
2. Receive nominations for elections and help with elections or club officers.
3. Carry out any other duties assigned by the president, executive board or review board.
4. Submit equipment requests to the treasurer for purchase
5. Maintain order at club meetings and events under the direction of the president or the president's surrogate.
7. Maintain the club listserv (SUGOLF) and its subscription list.
2. Maintain the club web site, and keep the site's contents current.
3. Obtain proper disk quotas and similar such resources from appropriate computing departments within the university, or third-party Internet Service Providers (ISPs).

#### **Section 5: Captain**

The Captain shall:

1. Organize and manage a team for competitive play.
2. Serve as club representative for all intercollegiate tournaments.

### **ARTICLE II (Elections/Nominations/Vacancies)**

#### **Section 1: Nominations**

1. Any student that is an active member in good standing of the Golf Club may nominate himself or another member in good standing in the Club.
2. Nominations must be submitted at least one (1) week before elections in March.

#### **Section 2: Elections**

1. The officers shall be elected by majority vote to serve for one year.

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2. The election shall be held in March and the new officers shall start their terms in April.

### **Section 3: Vacancies**

1. There will be a special election to elect a qualified member to serve the unexpired term of any vacant office except for the president in which case the vice-president becomes president.

### **ARTICLE III (Impeachment of Officers)**

1. An elected officer of the Golf Club may be removed from office by the review board due to non-performance of duties as specified in the By-Laws. Officers must remain in good academic and disciplinary standing with the university.

#### **Section 1: Impeachment**

1. A petition stating the charges against an officer and signed by at least one-half (1/2) of the active membership of the Golf Club shall be required to bring charges against an officer of the Golf Club.

2. Charges made against an officer and statements made in her/his defense will be brought before the review board.

3. A vote to impeach the officer shall be held two weeks following submission of the petition described in Section 1 of this article. A two-thirds (2/3) vote with at least one-half (1/2) of the total active membership voting shall be required for impeachment of an officer.

4. If the required one-half (1/2) of the Golf Club does not vote a committee of officers excluding the charged officers shall convene and decide which of the following actions to take:

A. A re-vote on the referendum.

B. A vote by the executive board to impeach the officer. A two-thirds (2/3) vote will be necessary for this action.

C. Dismissal of the charges.

#### **Section 2: Enforced Resignation**

1. Any Golf Club officer who fails to maintain a 3.0 GPA (cumulative or semester) or is placed on academic probation must resign her/his office.

2. Any Golf Club officer who fails to meet the attendance requirements without the permission of the president.

3. No active membership may be dismissed by a majority vote

## **ARTICLE IV (Requirements Authorized/Recognized Organization)**

### **Section 1: Actions for Authorization and Recognition**

1. Annual report shall be submitted to SGA, via the Club Sports office, with the budget prior to the deadline.

### **Section 2: As a Recognized Organization the Golf Club Must:**

1. Be authorized annually. Continued authorization will be subject to the following requirements:
2. Amendments or changes to the constitution shall be properly filed and recorded with SGA and Club Sports.
3. The financial records shall be accurately maintained and current and are subject to review by the council.
4. Fiscal reports shall include documentation of all current accounts as well as a proposed budget for the upcoming year.
5. Activity reports shall include a review of all events the organization sponsored throughout the year.
6. Included By-Laws shall be specific and clear delineation of the management of funds.

### **Section 3: Regulations Governing Student Fee Sponsored Activities**

1. All sponsored activities shall be open to the entire student, staff and faculty population.
2. When hosting SGA sponsored events the Golf Club shall advertise said activities campus-wide at least five (5) days in prior.
3. Conduct at said activities, which could be interpreted as offensive and/or inappropriate, shall not be condoned.

### **Section 4: Administrative Responsibilities**

The club must:

1. Conduct elections prior to 1 April.
2. All officers must maintain a cumulative or semester GPA of at least 3.0.
3. Submit to Club Sports each year by the date specified:

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A. A roster of officers including accurate addresses and phone numbers. This information shall be updated as necessary.

B. An itemized inventory and condition report of all equipment owned or purchased using SGA funds exceeding U.S. \$10.00 in value.

C. A proposed itemized budget for the upcoming year.

D. Name, title and phone number of faculty/staff advisor.

### **Section 5: Approved Status Jeopardy**

1. Approved status may be revoked should the Golf Club not adhere to the regulations set forth in the College Constitution.

2. Approved status may be revoked if the Golf Club's practices violate any anti-discrimination policies set forth by the SGA or the college.

3. Approved status may be revoked if the Golf Club's officers or members violate the Code of Student Conduct during an organization-sponsored activity.

### **Section 6: Golf Club Budget Amendments**

1. The proposed annual budget shall be submitted to Club Sports between Spring Break and the last day of classes. A copy will be forwarded to SGA.

2. Budget amendments shall be reported to Club Sports within one week of their approval.

3. Books shall be kept up to date and open to the college for counsel.

### **ARTICLE V: Reckless Endangerment**

Any action or situation that recklessly or intentionally endangers mental or physical health of any member or any other person and/or property.

What constitutes reckless endangerment:

#### **Section 1: UNSAFE ACTIONS ON THE GOLF COURSE**

1. Failure to follow course rules or ignoring the range officer or other action deemed inappropriate. Action to be taken is dependent on the severity of the infraction. Warning to immediate dismissal from the Club will result.

#### **Section 2: Alcohol and or Drug Use**

1. Absolutely no alcohol or drug may be consumed during a match or practice session.

2. The action to be taken is immediate dismissal from the Club.

### **Section 3: Etiquette**

1. The common rules of golf etiquette will be observed according to the USGA and local club rules (Appendix 1).
2. During club events or practice sessions ALL cellular phones and pagers shall be turned off or a \$5 fine shall be assessed to the owner. Two offenses in one year shall result in disciplinary action by the executive or review board.

### **ARTICLE VI (Club Advisor)**

1. The club advisor shall assist and guide Golf Club officers, attend meetings and approved activities.
2. The club advisor must be a current member of the faculty or administration at Syracuse University or SUNY ESF.
3. If the current advisor decides to leave a new club advisor shall be selected by the executive board and be approved active
4. Approved status may be revoked if the Golf Club's practices violate any anti-discrimination policies set forth by the SGA or the college.
5. Approved status may be revoked if the Golf Club's officers or members violate the Code of Student Conduct during an organization-sponsored activity.

### **ARTICLE VII (By-Law Amendments)**

Submitting an amendment in writing to the review board may amend these By-Laws and the constitution. If approved by the review board it will be presented to the members by a majority vote of the active members.

### **ARTICLE VIII (Committees)**

#### **Section 1: Committees**

1. All committees shall evolve from the executive board and shall from time to time carry out work to show a sign of life.

#### **Section 2: Review Board**

1. The review board shall consist of three (3) people: the club advisor, the secretary, and a third person.

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- A) This board shall determine charges and punishment for gross misconduct.
- B) This board shall also consider charges and respond to officers charged with nonperformance of duties.
- C) This board shall review the constitutionality and any amendments to the constitution and whether they lie in the realm of the Club's function.
- D) The third person on the review board will be appointed from the general active membership by the executive board.

**Section 3: Executive Board**

1. The executive board will consist of the president as the chair. It will also consist of the vice-president, the secretary, the treasurer, and the captain and faculty advisor.

## Appendix 1 Etiquette

### Courtesy on the Course

#### Safety

Prior to playing a *stroke* or making a practice swing, the player should ensure that no one is standing close by or in a position to be hit by the club, the ball or any stones, pebbles, twigs or the like that may be moved by the *stroke* or swing.

#### Consideration for Other Players

The player who has the *honor* should be allowed to play before his opponent or *fellow-competitor* tees his ball.

No one should move, talk or stand close to or directly behind the ball or the *hole* when a player is *addressing the ball* or making a *stroke*.

No player should play until the players in front are out of range.

#### Pace of Play

In the interest of all, players should play without delay.

If a player believes his ball may be *lost* outside a *water hazard* or *out of bounds*, to save time, he should play a *provisional ball*.

Players searching for a ball should signal the players behind them to pass as soon as it becomes apparent that the ball will not easily be found. They should not search for five minutes before doing so. They should not continue play until the players following them have passed and are out of range.

When the play of a hole has been completed, players should immediately leave the *putting green*.

If a match fails to keep its place on the *course* and loses more than one clear hole on the players in front, it should invite the match following to pass.

### Priority on the Course

In the absence of special rules, two-ball *matches* should have precedence over and be entitled to pass any three- or four-ball *match*, which should invite them through.

A single player has no standing and should give way to a *match* of any kind.

Any *match* playing a whole round is entitled to pass a *match* playing a shorter round.

## Care of the Course

### Holes in Bunkers

Before leaving a *bunker*, a player should carefully fill up and smooth over all holes and footprints made by him.

### Repair Divots, Ball-Marks and Damage by Spikes

A player should ensure that any divot hole made by him and any damage to the *putting green* made by a ball is carefully repaired. **On completion of the hole** by all players in the group, damage to the *putting green* caused by golf shoe spikes should be repaired.

### Damage to Greens — Flagsticks, Bags, etc.

Players should ensure that, when putting down bags or the *flagstick*, no damage is done to the *putting green* and that neither they nor their *caddies* damage the *hole* by standing close to it, in handling the *flagstick* or in removing the ball from the *hole*. The *flagstick* should be properly replaced in the *hole* before the players leave the *putting green*. Players should not damage the *putting green* by leaning on their putters, particularly when removing the ball from the *hole*.

### Golf Carts

Local notices regulating the movement of golf carts should be strictly observed.

### Damage Through Practice Swings

In taking practice swings, players should avoid causing damage to the *course*, particularly the tees, by removing divots.