The Rice University Sport Business Alliance Constitution

February 16, 2010

Article I. Name

The name of this organization shall be the “Rice University Sport Business Alliance” or “RUSBA.”

Article II. Mission Statement

The Rice University Sport Business Alliance is a student-run organization whose mission is to create awareness and valuable opportunities for students of the Sport Management Program at Rice University.

We will sponsor various educational programs by partnering with organization in the sport industry, and by engaging Sport Management students in events pertaining to sport business professional development.

Article III. Purpose

The Purpose of this organization shall be to:

1. Establish relationships with members of the sport industry.
2. Plan and execute events that result in school wide recognition.
3. Create a group of students to act as advisors to students enrolled in Sport Management classes.
4. Act as a performance incentive for those students currently enrolled in Sport Management classes.
5. Exhibit leadership in campus-wide activities.

Article IV. Primacy of the Student Association
This organization will recognize the primacy of the Student Association Executive Committee, the Student Association Senate, and ultimately, the Student Association.

This organization will follow the Student Association Constitution and By-Laws, and any associated rules and regulations.

This constitution is subordinate to the Student Association Constitution and By-Laws.

**Article V. Members**

There shall be three classes of members: student members, faculty members, and honorary industry members. To become a member, a signed member information form must be submitted and dues must be paid to the Vice President.

1. All current Sport Management Majors of Rice University shall be eligible for student membership.
2. By a majority vote, honorary industry memberships may be granted. Honorary members shall have none of the obligations of membership, but shall be entitled to all of the privileges of membership except voting, making motions, and holding office.
3. Sport Management Faculty may serve as Honorary Faculty members. Honorary Faculty members shall have none of the obligations of membership, but shall be entitled to all the privileges of membership except voting, making motions, and holding office. The Faculty Advisor for RUSBA may be chosen from existing Sport Management Faculty, but does not need to be a Sport Management Faculty member.

**Article VI. Dues**

All members must pay annual dues on or before October 1 of each year. A member who has not paid dues by November 1 shall be automatically dropped from membership in this organization. The minimum annual dues will be $100. The annual dues shall be set at a regular meeting no earlier than September 1 and no later than October 1.

New members shall pay pro-rated dues based on the number of whole months remaining in the semester until dues are next due. The dues will cover months beginning with August and ending in April. These prorated dues will aid final events of the semester or for materials deemed necessary for all active members.
Scholarships are available for active members of RUSBA. The Vice President will oversee the scholarship process with final approval from the President. Active members seeking scholarship must be in good standing with the University as described by the University Handbook.

The dues for student members and honorary industry members may be different.

**Article VII. Officers**

The officers of this organization shall be a President, and a Vice President. The officers shall perform the duties listed in this constitution and amendments adopted by this organization.

Officers shall be elected from the student members. Elected officers will serve as “officer-elect” under the current officer until the end of the Spring semester. Official duties will commence for the “officer-elect” immediately after commencement. Elections shall be held at a regular meeting at least once per year by the seventh week of classes in the Spring semester.

No member may hold more than one office at a time. No member may be elected to the same office more than twice in a row.

Elected officials are tasked with planning during the summer months of the academic year to ensure an expeditious start to the prospective academic year.

**Article VIII. Duties of the Officers**

1. The powers of the Chief Executive shall be vested in a President who shall:
   a. Establish the executive agenda to lead the RUSBA group towards further fulfillment of its mission.
   b. Oversee all meetings and activities of the organization, except at such time as he or she may delegate this function to the Vice President.
   c. Chair all meetings of the membership and of the Executive Committee.
   d. Ensure that the organization abides by the rules and regulations of the Student Association.
   e. Be the official representative of “RUSBA” except at such times as he or she may delegate this function to the Vice President.
   f. Aide the Vice President in forming a budget for “RUSBA” group events.
   g. Perform or cause to be performed the duties of the Vice President in the event of his or her temporary absence or disability.
   h. Management of subcommittees and their respective duties.
The President shall have all of the privileges of a full voting member of the RUSBA group, but shall only vote to break ties.

No more than one person shall hold the office of the President.

2. The duty of the Vice President shall be to:
   a. Perform the duties of the President in the temporary absence or incapacity of the President.
   b. Assist the President in the execution of his or her duties.
   c. Take charge of on-campus programming and external projects that are minor to the two major events “RUSBA” will execute each semester. These programming duties may be O-Week programming, on-campus socials, etc.
   d. Submit all required forms to the Student Association Senate and the Office of Student Activities whenever they are required.
   e. Maintain the financial records of “RUSBA,” including records of all receipts and disbursements for the year including the current term and for the two preceding years.
   f. Accept payment of dues from members and update the membership list to reflect said payment.
   g. Record minutes of all official meetings of the general session and the Executive body of “RUSBA.”
   h. ) Oversee the scheduling of activities on the RUSBA website and other media avenues.

The Vice President shall have all of the privileges of a full voting member of the “RUSBA” group.

No more than one person shall hold the office of the Vice-President.

Vacancies and Successions

i. If the office of the President falls vacant after the President has been duly installed, the Vice President shall immediately assume the office.
ii. If, for any reason, the President-elect is permanently unable to assume the Office of the Presidency, the Vice President Elect shall be installed as President at the inauguration for the full term.
iii. If the Vice president assumes the duties of the President and more than one person holds the office, there shall be an immediate special election to determine which of the individuals may assume the office of the President.
iv. If any other Executive office falls vacant either before or after that officer has been duly installed, the Legislature shall by majority vote elect a successor to the position.

Article IX. Meetings

Regular meetings of this organization shall be held at a time and place that is convenient for the membership. The membership may, at its discretion, change the time or place of meeting. Regular meetings shall be held at least bi-monthly. A reminder shall be given between 36 and 48 hours in advance of each regular meeting.

Special meetings may be called by the President, or at the request of the Vice President with Presidential approval. The purpose of the meeting shall be stated when the President calls the meeting. At least 48 hours notice must be given for special meetings. Faculty members must also adhere to the provisions for “calls to special meetings: if the student membership requests their audience.

30% of the student members shall constitute a quorum.

The members of the Executive Committee are expected to attend all meetings. Failure to attend sequential meetings warrants review of office by the President, Vice President, or Faculty Advisor. Summary judgment of the review will be submitted in written form to the rest of the Executive Committee prior to the judgment hearing of said individual. In the occurrence of an Executive Committee impeachment, the impeached individual may retain member status unless otherwise mandated via summary judgment. The Vice President will then commence a special election and call for nominations for the greater membership. Within a special session of no more than seven (7) days of vacancy, the nominee(s) will be given an audience to make public their intentions of the position. Active members will vote and extend position within this special session. Upon acceptance, the newly elected official will commence the office duties.

Article X. The Executive Committee

The officers shall constitute the Executive Committee.

The Executive Committee shall have general supervision of the affairs of the organization between its regular meetings, make recommendations to the membership, and perform other duties listed in this constitution, the Executive Committee shall be
subject to the orders of this organization and none of its acts shall conflict with action taken by this organization.

The Executive Committee shall be elected by the seventh week of the Spring Semester. Nominations are due to the Faculty Advisor 24 hours prior to the voting meeting. Executive committee-elect members must be decided upon by the end of the seventh week of the Spring Semester.

**Article XI. Budget**

The RUSBA budget must be presented monthly. All general members may inquire about the budget after the presentation to ensure appropriation of funds. Additionally, the budget shall be completed for the upcoming year by the last general meeting of the Spring Semester. To ensure that each RUSBA group moving forward has an adequate amount of resources, at least 5% of the academic year’s budget must roll over into the following academic year.

The Executive Committee shall be authorizes to spend this organization’s funds.

**Article XII. Compensation**

The RUSBA group will continue to produce the Annual Speaker Series and Spring Event that is intended to bring recognition to the Sport Management Program and Rice University. To ensure these events occur within each semester, the RUSBA group will be provided with a $2,000.00 stipend from the Sport Management Program budget. To ensure the money goes to the aforementioned events, the RUSBA group will refund, or provide a pro-rated refund, to the Sport Management Program.

The membership of RUSBA will be compromised of outstanding students who are able to offer counsel to the Event & Facility Management (SMGT 366) and Sales & Revenue Generation (SMGT 360) classes. RUSBA members shall be provided first opportunity to act as teaching assistants (TAs) in each of the aforementioned classes. The RUSBA members will be actively involved in each of these classes to mentor students and provide their experiential knowledge to help each of these classes achieve their class goals. These services provided will be rewarded with 35% of the revenue generated per class project. These funds will go directly to RUSBA events that enhance the image of the Rice Sport Management Program. Additionally, the RUSBA group will provide its experiential service to other Non-rice University Sport Management industry groups in facilitating their attempts to generate revenue and execution
of events. The RUSBA group will follow Sport Management Program protocol in this instance and charge a 35% fee for their service.

**Article XIII. The Faculty/Staff Advisor**

The Faculty/Staff Advisor shall be selected through an open-application process and does not need to be a member of the Sport Management Faculty. The Faculty/Staff Advisor must be a faculty or staff member of Rice University. The President of RUSBA shall conduct a search for this Faculty/Staff Advisor in a timely manner. At the end of the search, the Executive Committee shall present the general student membership a nomination for vote. A ¾ vote must be achieved in order for the nominated faculty or staff member to become Faculty/Staff Advisor of RUSBA. The existing Faculty/Staff Advisor, at the request of the President, may aid in the search process and shall serve until a replacement is selected.

**Article XIV. Applications and Selections**

New member applications will be open to all Sport Management students during the Spring Semester via the Sport Management Program website. All applications will be pre-screened by the Executive Committee. Based on the number of applications received by the Faculty Advisor, the Faculty Advisor will provide the current President and Executive Committee-Elect with a range of applications the group will be able to select. Applicants chosen by the President and EC-Elect will be formally invited to a selections event. The selections event is an opportunity for the rest of the general membership to interact with the pooled applicants prior to the voting meeting. The voting meeting must occur within one week of the selections event.

All active members are able to vote, but must be present at the voting meeting to cast votes. Members who do not attend the voting meeting will not be able to cast votes via proxy. Each active member will be provided with seven numbers to comprise 28 total points and may rank selected candidates from 1 to 7, or provide one candidate all of his or her voting numbers. The member is at liberty to use his or her numbers as he or she pleases as long as the active member does not exceed the allotted 28 voting points. During the voting meeting, each active member has the opportunity to speak about each potential candidate so as long as the last remarks made are positive. New members selected from the voting meeting must be notified by mail the day after the voting meeting. Within one week of notification, all active members and new active members will have a welcome meeting together.
Article XV. Parliamentary Authority

The rules contained in the current edition of Robert’s Rule of Order Newly Revised shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with this constitution and any special rules of order this organization may adopt.

Article XVI. Titles and Section Headings

The article and section headings contained in this constitution shall not be deemed to govern, limit, modify, or in any manner, affect the scope, meaning, or intent of the provisions of this constitution.

Article XVII. Constitutional Amendments

Proposed amendments to this constitution should be reviewed by the Executive Committee in conjunction with the Faculty Advisor. Prior to amending, the Executive Committee must present the intent to amend to the general student membership. Process to amend can only begin as a result of ¾ vote within the student membership. To preserve consistency and clarity within the amendment, final approval of the amendment must be attained through ¾ vote from student membership.

Parliamentarian proposed amendments to this constitution should be reviewed by the Student Association Parliamentarian. Amendments to the organization’s constitution can only be adopted by a ¾ vote with prior notice having been given at the previous meeting. Before going into effect, the amendment must be approved by the Student Association Parliamentarian and ratified by the Student Association Senate. The Date of Last Revision on the title page of this constitution shall be updated to reflect the date of the Senate’s ratification.