

Constitution for KSU Animation and Game Design Club

ARTICLE I: Name

Section 1: The name of this organization shall be KSU Animation and Game Design Club, hereinafter referred to as the “club.”

ARTICLE II: Purpose

Section 1: The purpose of the club shall be to learn and utilize emerging technology used in the video game industry as well as the animation industry. The club will focus on game design, animation, and work to build personal and team based portfolio work..

Section 2: The club shall coordinate and promote activities, programs and fund-raising events which are of support to the goals of the organization.

ARTICLE III: Membership

Section 1: Membership in the club at Kent State University shall be open to any and all students, faculty, staff, and non affiliated member of Kent State University. Membership will be determined by the payment of the membership fee. The membership fee will be determined during officer election at the beginning of the Fall Semester.

Section 2: It shall be stated as part of the policy of the club at Kent State University that there shall be no form or type of discrimination in the club, whether it be due to one’s race, color, religion, gender, sexual orientation, national origin, ancestry, age, handicap, or veteran’s status.

Section 3: With active membership in the club comes full floor and voting privileges on any and all items of club business, including resolutions, items of legislation, bylaws, and elections.

Section 4: Members should show respect for other club members by adopting these standards for example, maintaining personal hygiene, respecting appropriate creative freedom, and preventing bullying.

ARTICLE IV: Termination of Membership

Section 1: Reasons for termination of membership include but are not limited to discrimination in the club, whether it be due to one’s race, color, religion, gender, sexual orientation, national origin, ancestry, age, handicap, or veteran’s status. Also harassment, and or sexual harassment of any kind will not be tolerated.

Section 2: Written charges by a member are to be presented to the Executive Committee who will notify the member in question with sufficient opportunity given for the member to answer charges at a meeting of the membership. Voting for removal from

membership is to be done by secret ballot within one week of the meeting. The member in question must be notified immediately of the outcome of the vote.

ARTICLE V: Officers

Section 1: The officers shall consist of a president, vice president, lead programmer, lead artist, and lead animator, thus forming the Executive Committee.

Section 2: The Executive Committee shall have the power to establish and maintain operation procedures of the club, call meetings, and answer for all actions of the active members.

Section 3: The Lead officer positions (Lead Animator, Lead Artist, and Lead Programmer) have a responsibility to keep up-to-date with all obstacles and challenges that groups face related to the position they hold. I.e. A team is facing challenges animating for their game, the lead animator shall help overcome those challenges by providing resources.

Section 4: The President shall have the power to establish and maintain operation procedures of the Animation and Game Design Club, call meetings, and answer for all actions of the other officers. The president shall be able to vote in all decisions affecting the Animation and Game Design Club.

Other duties include:

- The President is responsible for keeping track of attendance of club members at club and officer meetings.
- Coordinate with advisor(s).
- Notify club members via email, discord, and social media.
- Conduct polls regarding any official business (i.e. change in meeting time, anonymous voting, etc.).
- Community Involvement.

Section 5: The Vice President shall assist the President with all administrative duties and assume those duties in the absence of the President.

Other duties include:

- Club Treasurer.
- Manage appointed chair members.
- Overall facilitation of the president and club.
- Community Involvement.

Section 6: The Lead Level Designer coordinate solutions to obstacles and challenges related to level designing within the club.

Other duties include:

- Advise teams with level design and game mechanic tips.
- Coordinate level design and game mechanic solutions.
- Help set strategies for teams.
- Help the teams meet the future goals they desire.

Section 7: The Lead Programmer must coordinate solutions to obstacles and challenges related to programming within the club.

Other duties include:

- Advise teams with better programming.
- Coordinate software solutions.
- Help set strategies for teams.
- Help the teams meet the future goals they desire.

Section 8: The Lead Artist must coordinate solutions to obstacles and challenges related to art within the club.

Other duties include:

- Advise teams with artistic input.
- Coordinate artistic solutions.
- Help set strategies for teams.
- Help the teams meet the future goals they desire.

Section 9: The Lead Animator coordinate solutions to obstacles and challenges related to animation within the club.

Other duties include:

- Advise teams with animation tips.
- Coordinate animation solutions.
- Help set strategies for teams.
- Help the teams meet the future goals they desire.

Section 10: The Executive Committee and active members shall recruit new members as well help maintain active membership of club members.

Section 11: All elected officers must meet all requirements for holding office as stated in the Digest of Rules and Regulations and the University Policy Register.

ARTICLE VI: Elections

Section 1: The core leadership groups shall be elected by the active members of the club to serve a term of one year. Annual elections shall be held on the last meeting of April during the spring semester. The officers shall be elected by means of a secret

ballot. The term of office for all officers shall begin on the first day of May and end on the same day the following year.

Section 2: Nominations of candidates for core leadership positions shall be from the floor of the meeting by a club active member. Nominees for officer positions must be club active members.

Section 3: Voting shall take place after the close of nominations for each office. Officers shall be elected by a majority vote of those club active members present, provided a quorum is met.

Section 4: All active club members shall be able to vote in all decisions affecting the club.

Section 5: The order of succession shall be voted on during the first officer meeting.

Section 6: Vacancies occurring in any of the elected offices shall be officially filed at the next regular club meeting following the occurrence of such a vacancy or vacancies. An election shall be held to fill the vacant office for the remainder of the unexpired term. The election procedure for filling the unexpired term of a vacant office shall be the same as the normal procedure for elections.

ARTICLE VII: Appointments

Section 1: The Executive Committee and Advisor of the club shall appoint such positions as may contribute to the successful operation of the Animation and Game Design Club. Examples include, but are not limited to, program chair, fund-raising chair, etc.

ARTICLE VIII: Removal from Office

Section 1: Any officer may be removed from office for failure to perform his/her prescribed duties by the remainder of the Executive Committee and Advisor.

Section 2: Removal from office can occur for failure to carry out the responsibilities of that office, for actions which violate the purposes of the organization, or for actions which violate University Rules and Regulations.

ARTICLE IX: Meetings

Section 1: General membership meetings shall be held weekly, with additional meetings called by the officers as needed. Notice of additional meetings must be given to all members in the timeliest manner possible but not less than one week. The official means of notifying members shall be agreed upon at the first meeting held after the election.

Section 2: Officer Meetings shall be held weekly, with additional meeting called by the President. If an officer is unable to attend, they must notify the President.

Section 2: Official notice of the meeting at which the election of club officers will take place must be provided to all club members not less than two weeks prior to such meeting.

Section 3: Quorum shall be defined as all officers and fifty percent plus one of the other active members of the club.

ARTICLE X: Funding

Section 1: The club will, as it deems necessary, undertake fundraisers for its own purposes. All fundraising shall be conducted in accordance with University policies and procedures.

Section 2: Officers reserve the ability to assign willing participants of the club to organize/lead events, with the help of advisors, officers and other club members. Refer to Article VI: Appointments: Section One.

ARTICLE XI: Amendments

Section 1: Amendments to this constitution shall be adopted by a two-thirds vote of the active members present at two consecutive meetings at which the amendment has been read.

Section 2: Once approved by the active membership, amendments shall be submitted to the Office of Campus Life of Kent State University.

ARTICLE XII: Jurisdiction

Section 1: The club is subject, as a registered student organization, to the rules, regulations, and policies of Kent State University and the laws of the State of Ohio. The rules, regulations, and policies of Kent State University shall hold precedence over any and all rules, regulations, and policies applying to the club, including those of national organizations with which the club is associated