Voluntary Student Organization Constitution

Article I. Name of Organization

Stanford Martial Arts Program (SMAP)

Article II. Organization Description

The Stanford Martial Arts Program (SMAP) serves as a centralizing support network and voice of advocacy for its member clubs. In addition to facilitating communication between the different martial arts groups to discuss common issues, it also seeks to inform the larger community about the variety of martial arts available at Stanford. Finally, SMAP serves to preserve and protect the rights of martial arts groups to operate on campus.

Article III. Eligibility for Membership

Membership is open to all registered Stanford students who are active in a member club of SMAP as defined in Article IV.C. Affiliate membership may include faculty and staff, but they may not assume officer positions or have voting rights. The position of Director is an exception; anyone may hold this position in compliance with Article IV. The Director does not have a vote, however. Members of the community may also be affiliated with SMAP but may not be considered members.

Article IV. Officers

A. Titles and Responsibilities

President: organizes and convenes all meetings of the SMAP steering committee and club representatives, proposes SMAP Guidelines as necessary.

Treasurer: assembles ASSU Special Fee budget each year, oversees distribution of funds to member clubs, proposes SMAP Guidelines as necessary.

SMAP Program Director: preferably an instructor of one of the SMAP member clubs, responsible for assisting the President and Treasurer in their duties, helping provide guidance for SMAP, and holding open office hours to serve as a point of contact for both SMAP members and non-members.

Club Representative: serves as representative for member club, attends all SMAP meetings, votes on future actions/direction of SMAP as a representative of the interests of the member club. At meetings, each club is allowed one vote on all decisions and a club representative or proxy must be present to cast a vote. Note that the SMAP President, Treasurer, and Director do not have votes except where noted otherwise, nor may
they serve as a representative during their term as an officer. In the case of a tie vote, however, the SMAP President is required to cast the deciding vote.

**Member Club:** A martial arts club that has satisfied the requirements of Article IV.C and been approved by vote for SMAP membership.

**B. Elections**

Any member may run for the officer positions of President and Treasurer. Contested positions will be decided by written election held at the end of winter quarter and will require a simple majority vote of club representatives for election. In the case of a tie, a vote of the club representatives and outgoing officers will determine the tiebreaker. Club presidents are responsible for either selecting or serving as representative for their specific club. The SMAP President and Treasurer must be members of different member clubs. If possible, the SMAP Director should not be a member of either of these two clubs. The SMAP Director is selected from the available pool of candidates by a majority vote of the club representatives and the SMAP President and Treasurer.

**C. Addition/Removal Process**

To become an official member club of SMAP, a club must fulfill and maintain the following requirements:

a) Register with the Office of Student Activities as a VSO  
b) Secure a regular workout space on campus  
c) Have a regular master instructor to teach/lead classes  
d) Provide current proof of membership for at least six Stanford students (graduate or undergraduate) per quarter  
e) Support all levels of instruction on campus  
f) Do not substantially duplicate the style or teachings of an existing SMAP member club  
g) Participate in SMAP meetings and events  
h) Adhere to SMAP guidelines. Guidelines are proposed by either the SMAP President or Treasurer, and approved by a simple majority vote of club representatives. Guidelines may be modified or removed by a majority vote of club representatives.

Once all requirements have been met, a unanimous vote of the club representatives will determine membership of the club with SMAP. New member clubs will be eligible to request funding after one academic year of membership.
If a club wishes to be removed from SMAP, the club representative must state its request in writing to the President of SMAP. A simple majority approval vote of the club representatives will confirm removal from SMAP. In so doing, the club must divest itself of any remaining funds it may have received as a result of the SMAP Special Fee request for that current academic year.

Other club or officer removal decisions may be enacted by a 2/3 vote of all club representatives.

D. Length of Term

Length of term is one academic year. If an officer is unable to fulfill his/her responsibilities, the officer may select a replacement contingent on a simple majority approval of the club representatives.

Article V. Dissolution of Organization

A. Disposition of Uncommitted Funds

In case of dissolution, any remaining ASSU funds will be returned to the ASSU at the end of the academic quarter.

B. Disposition of Property

All remaining resources will be distributed equally among the martial arts groups belonging to SMAP.

Article VI. Procedure to Amend Constitution

Any group member may present an amendment to the constitution. A 2/3 approval vote of SMAP representatives will be required for approval of any proposed amendments.
Addendum: Current SMAP Guidelines

1. Member Clubs must adhere to all University guidelines for VSO’s as proscribed by the ASSU and the OSA.
2. Member Clubs must provide a representative to SMAP meetings, participate in SMAP events and fulfill responsibilities apportioned by the membership and/or officers.
3. Member Clubs must use a SMAP approved legal liability waiver for all participants.
4. Member Clubs must have a certified first-aid provider present at all classes/practices.
5. Member Clubs must operate in a fiscally responsible manner, including maintaining a positive balance in the club account, submitting an annual budget for review and budgeting for instructor honoraria.
6. Member Clubs must make basic curricula available to their membership in written/electronic form.