

Yale Badminton Club Constitution and By-Laws (2012-2013)



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I. STATEMENT OF PURPOSE:

The purpose of the Yale Badminton Club is to create an organized environment for playing badminton at both a recreational and competitive level. The club operates year-round, providing playing opportunities outside of the undergraduate intramural program (which only operates the spring). It serves to accommodate the lack of a varsity Badminton program at Yale.

The Yale Badminton Club program is comprised of two levels of play: **recreational play** and **competitive team play**. These two sub-programs convene separately.

Recreational Play:

At the recreational level, students play games or practice in a recreational setting. There is no assumption of skill or experience. Court space is shared among players with players taking turns to play matches on the courts. Play is open to all those that fulfill the requirements in section II.

Competitive Team Play:

At the team level, students must first try out and be accepted onto the Yale Badminton Team. Afterwards, teammember scommit to a weekly practice schedule. Team members play several home and away matches throughout the year, competing against other universities within the IBA (Intercollegiate Badminton Association). Court space is reserved for team practice, and attending such practices is mandatory. Team members may also attend club sessions.

II. MEMBERSHIP REQUIREMENTS AND DUES:

Club and team membership are eligible to the following groups:

1. Undergraduate students belonging to Yale College
2. Graduate students belonging to Yale Graduate Schools (SOM, YSM, FES, SEAS, etc.)

3. Students belonging to Yale Academic Departments: (MCDB, BBS etc.)

At any given time, the ratio of undergraduate to graduate students must be greater than 3:1.

Club:

Any member of the above groups is welcome to attend club sessions. Members who attend on a regular basis will be asked to submit their names for registration. Players who are disrespectful, ignore the club rules or are ineligible for the club will be dismissed from the club.

1. Club members who attend frequently may be asked to submit dues to pay for Friday playing sessions

Team:

Any member of the above groups is eligible to become part of the Yale Badminton Team provided that he/she:

1. Demonstrates proficiency in basic Badminton technique, as to be determined by team try outs
2. Commits to a weekly practice schedule. Team members who are absent from more than three team sessions per semester will be discharged from the team.
3. Commits to playing at every scheduled away and home match.
4. Pays the \$50 annual team membership dues before November 1st

Team Member Benefits:

Dues-paying team members receive the following benefits:

1. USA Badminton Membership (provided through the team)
2. Shuttles for practice
3. Subsidized or covered travel costs
4. Exclusive use of the courts
5. First year team members receive a uniform (at no additional cost)

III. OFFICERS AND THEIR DUTIES AND RESPONSIBILITIES:

President:

1. Serves as a liaison between the club and the Club Sports Office
2. Ensures that the club meets all regulations and guidelines as outlined by the **Yale Club Sports Handbook**.
3. Attends or assigns someone to attend all team practices.
4. Determines session scheduling with the Club Sports Office
5. Arranges transportation and other accommodations for away matches
6. Attends Club Sport Council meetings
7. Checks the club mailbox
8. Oversees the club program as well as the team program
9. Sends out notifications and updates through club Facebook Page

Team Captain:

1. Manages recruiting efforts
2. Organize team try-outs
3. Determines club and team scheduling with the CSO
4. Hires and organizes coach and coaching
5. Serves as a liaison between club teams and other university club teams
6. Organizes and schedules matches
7. Seeds players and determines match line-ups

Treasurer:

1. Maintains an up to date record of club transactions and account balances (through GoogleDocs)
2. Files for initial Club Sports funding
3. Collects team membership dues
4. Processes travel and other club reimbursement requests
 - a. All reimbursement requests are due by **April 15th**
5. Allocates the funds provided in the GA account appropriately before **May 1st**
6. Manages external club bank account
7. Holds onto club debit card and manages transactions and receipts during travel

Secretary:

1. Maintains the Yale Badminton Club website
2. Processes start of year forms before **October 1st**
 - a. Registration application
 - b. Facility request (w/ President)
 - c. Season match schedule, practice location(s), and practice schedule. (w/ President and Captain)
 - d. Roster with full names (no nicknames) (w/ Captain)
 - e. Proposed budget (w/ Treasurer)
 - f. A team photo
3. Processes end of year forms before **May 1st**
 - a. Annual report (w/ Officers)
 - b. Name, address and e-mail for the following year's captain.
 - c. A list of full names for graduating seniors, no nicknames please
4. Processes other forms throughout the season
 - a. Travel forms (submitted 3 days prior to travel)
 - b. Accident report (submitted the first business day after an accident)
 - c. Match results (within 3 days of the competition)
5. Maintains a record of match results to be posted on the website
6. Takes and uploads images, videos of club matches when applicable.
7. Manages social media: Twitter, YouTube Channel

Club Program Manager:

1. Attends or assigns someone to attend all club sessions
2. Assumes Presidential duties at club sessions if the club President is not present
3. Forwards the concerns of club members to the club President and Team Manager
4. Ensures the Club Program is financially sustainable

Faculty/Staff Advisor:

1. Oversees the activities of the Club Officers
2. Approves and oversees:
 - a. Practice schedules
 - b. Travel schedules
 - c. Budgeting
 - d. Other related club activities
3. Travels along with the team

IV. PROCEDURE FOR MAINTAINING CONTINUITY:

Following the last match of the season, elections will be held to determine officer positions of the upcoming year. All current team members are eligible to run. In the absence of five team members running, one member may assume multiple duties.

The new faculty/staff advisor will be determined by the previous year's officers and advisor.

V. PRIVILEGES:

A. USE OF ATHLETIC FACILITIES:

The Yale Badminton club has traditionally practiced on the fifth floor of Payne Whitney Gym, in the main exercise room. Due to complete renovations in the K and H Gyms of the fifth floor, players may also use these court spaces if they are available.

The Main Exercise room of PWG has sufficient space to set up **two courts** adjacent to each other. The H and K Gyms each have **one court** only. The court lines in Gym H have been drawn improperly – the courtline closer to the door is too far.

B. USE OF YALE ATHLETIC EQUIPMENT:

On the fifth floor Yale athletics has four large wheeled net poles, which can accommodate two nets.

In addition to this, the Yale Badminton Club owns three badminton nets, and a portable net stand (that can be used to prop up two nets in the middle). A small basket of used shuttles is in the corner of the room.

An inventory list of all the Yale owned-equipment used by the club must be kept with the Club Sports Office.

C. STORAGE:

The badminton club locker is located on the 5th floor balcony of Payne Whitney Gym. Any equipment purchased using general club funds (nets, poles) is to be used by both the team and club. Shuttles purchased using team dues will be used by the team exclusively.

The locker combination will be provided to all club officers.

D. MAIL:

The Badminton Club mailbox is accessible in the Club Sports Office, Room 521, PWG.

Club correspondence may be addressed to:

Badminton Club
Club Sports Office
P.O. Box 208216
New Haven, CT 06520-8216

E. OTHER PRIVILEGES:

The badminton club also has general privileges available to all club sports outlined in the sports handbook:

1. Use of the Yale College name (except on outside bank accounts)
2. Partial financial support
3. No-cost printing/copying for office approved materials
4. Bulletin board use
5. Trophy case access
6. 4th floor PWG weight room access
7. Access to keys to facilities and equipment lockers (from the facilities office)

VI. IBA STATUS

The Yale Badminton Team is a participating team of the Northeastern division of the Intercollegiate Badminton Association (IBA). Match reports are sent through the IBA. The regional team with the highest score that has participated in at least four games will be invited to IBA nationals.

VII. PRACTICE, TRY OUTS AND COACHING:

A. PRACTICE:

The practice times for the 2012-2013 season are posted on the club website. Traditionally, both the club program and the team program meet two sessions per week, each session roughly lasting two to three hours.

Practice times are proposed by club officers, but whether these times are approved or not is up to the final jurisdiction of the club sports office. Badminton club scheduling is planned with attention to the other fitness programs that share the 5th floor Main Exercise room.

B. TRY OUTS

The mechanism and time for try-outs is to be determined by the team manager solely. The team manager decides who is qualified to be on the team, as well as the team size.

C. COACHING:

The Yale Badminton Club operates solely on volunteer coaching by third parties or more experienced individuals on the team.

VIII. COMPETITION

A. HOME COMPETITION:

Home matches may be hosted in the fifth floor of PWG, or the Lanman Center if possible. At home matches, the club team will provide shuttles.

Matches should be scheduled several months in advance with the CSO in order to avoid scheduling conflicts and to acquire express approval of facility use. The seasonal match schedule is due on **October 1st**.

The secretary must record all match results and provide them to the CSO three days after the competition. These results must then be forwarded to the IBA, if applicable.

B. AWAY COMPETITION:

Away matches are organized between the team captain of Yale's Badminton club and the Presidents and Team Managers of other schools, prior to **October 1st**. Match dates must be approved by the CSO and the faculty advisor.

Because the Yale Badminton club operates only in the Northeast region of the IBA, generally away matches can be completed in a day without

the need for overnight accommodations. The general mode of transportation is train, or rental van.

For special cases, like the national IBA tournament, other travel accommodations must be made.

The secretary must record all match results and provide them to the CSO three days after the competition. These results must then be forwarded to the IBA, if applicable.

Following away tournaments, the treasurer must collect and log all receipts in order to file for transportation reimbursement.

IX. BUDGET/CLUB ASSETS:

Yale Badminton membership dues will be collected by the club treasurer and will be stored in an external Yale Badminton Club Bank account, used to store dues money. This money can be transferred into the GA Club Sports account in order to make tax-free purchases.

Funding from the non-GA Club Sports Account (and the CSAB funds) can be transferred into the external club account for reimbursement purposes.

It is the responsibility of the Club Officers to ensure that the club is financially sustainable throughout the season.

X. SOCIAL MEDIA:

In order to increase club publicity and highlight our team achievements, the Yale Badminton club maintains several forms of social media.

A. WEBSITE:

Maintained by the secretary (or the President), the club website hosts the official team roster, team news, team pictures, as well as practice times and the match schedule. The website also serves as a hub to connect all of the Yale Badminton Club resources.

The website can be found at:

www.yale.edu/badminton

B. FACEBOOK:

The Yale Badminton Club has one facebook page, and two facebook groups. One facebook group is a general group for recreational members to use, and the other group is for the private use of team members. The facebook page serves to provide updates on match results and gym availability.

Recreational group page:

<https://www.facebook.com/groups/yalebadminton/>

Team page:

<https://www.facebook.com/yalebadmintonclub>

Team group page:

Available only to team members.

C. TWITTER:

At the request of one team member, the Yale Badminton twitter will be used to provide live tweets of matches during away matches. The twitter will also be used to inform members of gym availability.

<http://twitter.com/yalebc>

D. YOUTUBE:

The Yale Badminton youtube channel will be used to broadcast recorded matches as well as practice sessions so players can examine their technique.

<http://www.youtube.com/yalebadmintonclub>