

CONSTITUTION OF Pure Swing

XI'AN JIAOTONG LIVERPOOL UNIVERSITY

Article I. Name of Organization: The name of this organization shall be Pure Swing.

Article II. Statement of Purpose:

Section 1. *Pure Swing* is established as a sports club dedicated to promoting the art and culture of swing dance within the XJTLU community. Our primary aim is to provide a platform for students, faculty, and staff to explore and enjoy the dynamic world of swing dance through regular classes, dance practices, and social events. As a club, we are committed to creating a welcoming space where individuals of all skill levels can learn, participate in, and appreciate the physical and cultural dimensions of swing dance, fostering an active and vibrant offline community.

Section 2. To promote ethical leadership and achievement, and to cultivate civic responsibility, *Pure Swing* encourages its members to demonstrate respect, inclusivity, and a collaborative spirit in all activities, ensuring a positive and supportive environment.

Section 3. *Pure Swing* also aims to provide students with opportunities for meaningful engagement and interaction with faculty and administrative staff at XJTLU, fostering a sense of community through the shared joy of dance.

Article III. Membership:

Section 1. The organization is free to accept new members without regard to race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, or disability.

Section 2. Regular membership is limited to XJTLU students. All regular members must be in good academic standing with the university.

Section 3. Each member has equal rights and privileges.

Section 4. Faculty and staff of XJTLU are eligible to be non-voting members.

- Section 5. For organization to be recognized by XJTLU a minimum of ten (10) XJTLU students need to be regular members.
- Article IV. Officers:
- Section 1. The elected officers of the Executive Board shall be the President, Vice President, Treasurer and Secretary.
- Article V. Meetings:
- Section 1. An Officer Meeting should be held at least once per month during the academic year. A General Membership Meeting should be held at least once per semester.
- Section 2. Special meetings may be called by the President. All members must be given a minimum of 48 hours' notice, weekends and holidays excluded, prior to the meeting time.
- Article VI. Executive Board:
- Section 1. The elected officers shall constitute the executive board of the organization and each shall have one vote. The advisor(s) shall be ex-officio, non-voting members.
- Section 2. The Executive Board shall meet no less than once a month during the academic year. Meetings of the board shall be open to any member.
- Section 3. Approval by the President and the Treasurer is needed for all disbursements of 500 RMB or less, which are not first brought before the organization for approval. Expenditures in excess of 500 RMB must have majority approval of the organization.
- Section 4. The Executive Board shall serve as a planning committee.
- Article VII. Method to Amend the Constitution:
- Section 1. Proposed constitutional amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.
- Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

Section 3. Approval by the Sport Club Council is needed to change the constitution.

Article VIII. Succession of officers:

Section 1. At the time of the club's renewal, nominations for the positions of President, Vice President, and Treasurer shall be made by the current President and must receive approval from the club's instructor or advisor before proceeding to an internal public vote among the club's members.

Section 2. In the event that the President is unable to fulfill their role or complete the nomination process, the Vice Presidents shall assume the responsibility of managing the nomination process collectively.

Section 3. In the event of permanent incapacitation, resignation, or removal from office, the line of temporary succession shall be as follows: President, Vice President, Treasurer, and Secretary.

Section 4. Upon the vacancy of any office, a new candidate will be elected at the next regular meeting or at a special meeting.

Article IX. Statement of affiliation with national or other off-campus organization:

NONE

BYLAWS OF PURE SWING

XI'AN JIAOTONG LIVERPOOL UNIVERSITY

Bylaw I. Membership:

- Section 1. **There shall be two types of membership in the organization: regular and honorary.**
- Section 2. Individuals with an interest in swing dancing are welcome to attend our dance events, enroll in courses organized by the club, and submit an application form to become a regular member.
- Section 3. Any member of the XJTLU faculty or staff who has provided exceptional service to the organization may be awarded honorary membership through a majority vote of the organization's members. Honorary members shall hold ex-officio status.
- Section 4. Up to a maximum of 20 percent of the members of a student organization may be individuals who are not XJTLU students, e.g., community members, students at other colleges. Only students enrolled at XJTLU may vote on issues that come before the student organization.
- Section 5. Any member may be suspended or expelled from the organization for conduct that violates the constitution or significantly impairs the rights of other members to enjoy the organization's benefits. A written account of the offense must be submitted by a member. After submission, the offending member shall have the right to a hearing before the organization at a regular meeting. Suspension or expulsion may only occur through an affirmative vote by three-fourths of the voting members present. The member in question has the right to appeal an adverse decision at a regular meeting, and reinstatement may only occur if the appeal is upheld by a three-fourths vote of the voting members present.

Bylaw II. Dues:

Membership in *Pure Swing* shall be free of charge. No membership dues will be required for participation in the organization.

Bylaw III. Officers:

Section 1. The President shall preside over all meetings of the organization and serve as the official spokesperson, representing the organization's policies, views, and objectives in its relations with the campus and broader community. The President's responsibilities include:

- a. Developing the organization's annual operating plan and financial budget;
- b. Communicating with and reporting to the organization's governing body and instructor;
- c. Leading collaborations with on-campus and off-campus resources; and
- d. Nominating candidates for the roles of President and Vice President for the subsequent term.

Qualifications for the President include more than two years of swing dance learning experience, at least three months of swing dance teaching experience, and previous experience serving as Vice President.

Section 2. The heads of each functional department within the club (e.g., Publicity Department, Training Department, Operations Department, Outreach Department, etc.) shall serve as Vice Presidents. Their responsibilities include:

- a. Developing the annual operation plan and financial budget for their respective departments;
- b. Reporting to and maintaining communication with the President; and
- c. Managing the operations, recruitment, and training within their departments.

Qualifications for Vice Presidents include a minimum of one year of swing dance learning experience. The Vice President shall preside over meetings in the absence of the President.

- Section 3. The Treasurer shall handle all financial affairs and budgeting of the organization, maintaining all necessary accounting records. Said records shall be maintained in accordance with generally accepted accounting principles. He/she shall maintain accounts in the organization's name, requiring signatures of both the Treasurer and President for authorized disbursements. All disbursements in excess of 500 RMB require the majority approval of the organization.
- Section 4. The Secretary shall document the minutes of all organization meetings, maintain these records, and distribute copies to all members as required. The Secretary shall also handle all organizational correspondence, keep copies on file, serve as the club historian, and maintain records of the organization's activities.
- Section 5. Should an elected officer be unable to complete their term, a special election shall be held at the next regular or specially called meeting to fill the vacancy. Any eligible member, including those already holding office, may be nominated. However, no executive officer may hold more than one position simultaneously.
- Section 6. A recall election may be initiated by a petition signed by at least one-third of the total membership. The offense must be submitted in writing by a member. Following submission, the offending officer will have 48 hours before the hearing. The recall election will be conducted as a special election at the next regular business meeting. A recall requires a three-fourths majority vote from the total voting members present.
- Section 7. To be eligible for office, a candidate must be a full-time student in good academic standing at XJTLU.
- Section 8. The term of office for all officers shall be one academic year. An officer may not hold the same position for more than two consecutive terms unless no other qualified candidates are available within the organization.

Bylaw IV. Advisors:

Section 1. There shall be at least one advisor from the faculty or administrative staff of XJTLU elected by the organization.

Section 2. The advisor(s) shall be ex-officio, non-voting member(s).

Bylaw V. Quorum:

Section 1. The percentage of members that constitutes a quorum shall be fifty percent plus one.

Section 2. In voting, a majority shall consist of more than fifty percent of those voting.

Section 3. There must be a quorum in order for any official vote or election to occur.

Bylaw VI. Elections:

Section 1. Elections will be held once each academic year. Date of election to be established by the organization.

Section 2. At least one week's notice shall be provided for any meeting at which a regular election is to be held.

Section 3. Elections shall be by secret ballot.

Bylaw VII. Method to Amend the Bylaws:

Section 1. Proposed bylaw amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.

Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

Section 3. Approval by the Sport Club Council is needed to change the bylaws.

Bylaw IX. Parliamentary Authority:

Source of authority shall be Robert's Rules of Order, newly revised.