**BYLAWS**

Sports Business Initiative at San Diego State University

**ARTICLE I NAME OF THE ORGANIZATION**

**Section 1** The name of this organization shall be the Sports Business Initiative (SBI) at San Diego State University.

**ARTICLE II PURPOSE**

**Section 1** The purposes of this organization are to offer students interested in sports business the opportunities to network, professionally develop, and grow. We provide resources for students to create successful careers in sports and continue to do what they are passionate about. Sports is a hobby for most, but a passion for us; SBI helps prepare students to make the transition into the highly-competitive sports business world.

**Section 2** This organization will organize weekly general body meetings during the fall and spring terms of an academic year. The organization will also host events to further enhance the experience of all students involved.

**ARTICLE III SDSU AUTHORITY STATEMENT**

**Section 1** This organization is a recognized student organization at San Diego State University and adheres to all campus policies, including those set forth in the *SDSU Student Organization Handbook.* The laws of SBI shall consist of the bylaws of Associated Students at San Diego State University, the policies, rules and regulations of San Diego State University, and these bylaws.

**ARTICLE IV MEMBERSHIP**

**Section 1** Participation and membership in the organization shall be open to those enrolled at San Diego State University.

**Section 2** This organization shall permit members who are non-SDSU students (e.g., community members, students at other colleges, etc.). These members will be permitted to attend any and all events hosted by the organization. These members will not be eligible to hold a position on the executive board. This organization shall have associated members who are non-SDSU students or who do not meet the above criteria. Associated members shall have all membership privileges except for the right to vote or hold office. By California State University policy, no more than 20 percent of the membership shall be individuals who are not CSU students (e.g., community members, students at other colleges, etc.).]

**Section 3** No campus shall recognize any fraternity, sorority, honor society, or other student organization that discriminates on the basis of race or ethnicity (including color, caste, and ancestry), religion (or religious creed), nationality, citizenship, age, medical condition, genetic information, gender (or sex), gender identity (including nonbinary or transgender), gender expression, sexual orientation, marital status, veteran or military status, or disability (physical or mental).

**ARTICLE V OFFICERS**

**Section 1** The officers of this organization shall be the President, Executive Vice President, Vice President of Finance (Treasurer), Vice President of Marketing, Vice President of Communication, Vice President of Professional Affairs, Vice President of Operations, College of Business Council Representative, and NCAA Athlete’s Liaison.

**Section 2** **Powers and Duties of Officers**

 **President**

1. The President shall serve as the chief executive officer of the Sports Business Initiative and shall preside over its meetings and shall have the power to call special meetings when considered necessary.
2. The President shall enforce strict observance of the laws and policies of the Sports Business Initiative, shall decide points of order, shall have power to appoint any officers or committees not provided for by the bylaws of SBI, and shall have authority to preside over any committee of SBI.
3. The President shall be empowered to make all decisions for the day-to-day operations of SBI.
4. The President shall submit a final report at the end of each academic term outlining the goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition with the newly elected President.
5. The President shall provide a calendar with responsibilities and deadlines set forth by the Executive Committee; shall be responsible for providing updates to the members of SBI and to the short and long-term goals of SBI.

 **Executive Vice President**

1. The Executive Vice President shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings. The Executive Vice President shall be responsible for events and activities to promote the interests and further the development of the Voting Members and Organizations represented by SBI. These may include the Sports Business Summit, and most importantly connecting to any and all alumni of San Diego State in the sports industry.
2. The Executive Vice President shall create a database of SBI Alumni and past/potential speakers, and keep it consistently updated.
3. The Executive Vice President shall submit a final report at the end of each academic year outlining their goals, accomplishment, suggestions for improvement for the next semester. These reports shall be reviewed during the transition period with the newly elected Executive Vice President.

 **Vice President of Finance (Treasurer)**

1. The Vice President of Finance shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings.
2. The Vice President of Finance shall be responsible for the collection of dues, fines and deposits from the organization’s members and will account for certain circumstances if financial trouble is presented.
3. The Vice President of Finance shall be responsible for coordinating and operating the SBI bank account, all activity by which is approved by Associated Students and any IRA funds that are allocated from Associated Students – Financial Affairs Committee or the College of Business Council.
4. The Vice President of Finance shall keep an accurate account of all funds received and expended and shall make expenditures only upon authorization of the President of SBI.
5. The Vice President of Finance must relinquish all financial papers and supporting documents to the incoming Vice President of Finance at the end of his or her term.
6. The Vice President of Finance shall be responsible for creating at least one fundraiser for the club throughout the school year.
7. The Vice President of Finance shall submit a final report at the end of each academic term outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected Vice President of Finance.

 **Vice President of Marketing**

1. The Vice President of Marketing shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings.
2. The Vice President of Marketing shall be responsible for the operation of internal and external publications, all SBI publicity, creating authentic marketing campaigns for all SBI events, guerilla marketing and direct marketing techniques are encouraged, and can bring energy to a position where creativity and efficiency are necessities.
3. The Vice President of Marketing shall be responsible for coordinating content with the Vice President of Communication on all social media accounts and the SBI website.
4. The Vice President of Marketing shall submit a final report at the end of each academic year outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected Vice President of Marketing.

 **Vice President of Operations**

1. The Vice President of Operations shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings. The Vice President of Operations shall be responsible for events and activities to promote the interests and further the development of the students within the College of Business represented by the CBC. These events include the Sports Business Summit, company tours, and co-curricular events.
2. The Vice President of Operations shall have the ability to provide food, beverages, and any other event details that need to be provided.
3. The Vice President of Operations shall assist the Executive Vice President in the development, timing, and scheduling of the Sports Business Summit.
4. The Vice President of Operations shall submit a final report at the end of each academic term outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected Vice President of Operations.

 **Vice President of Professional Affairs**

1. The Vice President of Professional Affairs shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings.
2. The Vice President of Professional Affairs shall be responsible for providing our paid members with internship opportunities and professional development workshops.
3. The Vice President of Professional Affairs shall be responsible for assisting the Executive Vice President in the updating of the contact list for speakers, companies, and alumni.
4. The Vice President of Professional Affairs shall submit a final report at the end of each academic term outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected Vice President of Professional Affairs.

 **Vice President of Communication**

1. The Vice President of Communication shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings.
2. The Vice President of Communication will record all SBI Executive Board meeting minutes.
3. The Vice President of Communication will also be responsible for keeping track of attendance, work with the Vice President of Marketing to stimulate communication in alternative ways to social media and find ways to build membership.
4. The Vice President of Communication shall have a reliable source of communication via up-to-date technology.
5. The Vice President of Communication shall submit a final report at the end of each academic term outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected Vice President of Communication.

 **College of Business Council Representative**

1. The College of Business Council Representative shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings.
2. The College of Business Council Representative shall attend all College of Business Council weekly meetings. They must also take note of any important events and programs that are being run by the Fowler College of Business, College of Business Council, or other Fowler College of Business Student Organizations.
3. The College of Business Council Representative shall be responsible for communicating with the College of Business Council’s Finance Officer and managing reimbursements provided by the College of Business Council.
4. The College of Business Council Representative shall also present any SBI related news and events to the College of Business Council to facilitate the spread of relevant information.
5. The College of Business Council Representative shall submit a final report at the end of each academic term outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected College of Business Council Representative.

 **NCAA Athletes Liaison**

1. The NCAA Athletes Liaison shall assist the President in the performance of the President’s duties; attend all SBI General Body Meetings as well as Executive Board Meetings.
2. The NCAA Athletes Liaison shall attend all SAC meetings to forward any SBI related news to the organization.
3. The NCAA Athletes Liaison shall submit a final report at the end of each academic term outlining their goals, accomplishments, suggestions for improvement for the next academic year. These reports shall be reviewed during the transition period with the newly elected NCAA Athletes Liaison.

**Section 3** **Officer qualifications:**California State University policies require that to be eligible for office, candidates must be in good standing and enrolled students at San Diego State University. Additionally, a candidate must have been a member of the club for one full semester before running for an executive board position.

California State University and San Diego State University policies require that the President and Treasurer must be matriculated at a CSU campus maintaining a minimum on campus term and cumulative 2.0 grade point average (GPA), are in good standing, and must not be on academic, disciplinary or administrative probation. The President and Treasurer must be enrolled in at least six units each semester while holding office. Graduate and credential officers must earn 3 semester units per term while holding office. Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate or credential objective, whichever is greater. Students holding more than this number of units will no longer be eligible.

The Executive Board Officers will be expected to attend all General Body Meetings as well as Executive Board Meetings. Any officer that needs to miss a meeting must contact the President at least 48 hours in advance to inform them and explain why they need to miss the meeting(s).

With the exception of the President, each officer will be permitted to not attend at most two General Body Meetings and two Executive Board Meetings. Exceptions will be made at the discretion of the President for any officer to not attend any meeting due to academic responsibility, family emergency, prior commitment, etc.

**ARTICLE VI SELECTION OF OFFICERS**

**Section 1** The Executive Board shall be selected for each academic year in the final weeks of the Spring semester. A General Body Meeting shall be held to elect the next Executive Board. Candidates for each position will have a set amount of time (established by the Executive Board) to give their pitch for why they are best fit for the position they are running for. Those permitted to vote must be paying members of SBI. The candidate must have a majority vote to be elected into their respective position.

**ARTICLE VII ADVISOR(S) CLAUSE**

**Section 1** The organization shall appoint a University advisor who is either a faculty or staff member of the CSU or one of its auxiliaries. The advisor shall fulfill the responsibilities specified in the *SDSU Student Organizations Handbook*. Advisors shall serve on an academic year basis or until their successor has been selected.

**ARTICLE VIII FINANCES CLAUSE**

**Section 1** Membership dues shall be established by the Executive Board as they see financially necessary for the academic year ahead. Dues will be defined when necessary by the Vice President of Finance.

**Section 2** Dues shall be paid by a due date set by the Executive Board for the academic year. There shall be no late fees and late payments will be accepted at the Executive Board’s discretion.

**Section 4** Members who have not paid their dues will not receive the benefits of being an SBI member, such as discounted admissions to SBI related events, voting in elections, and any other member specific benefits set for the academic year.

**Section 5** The Executive Committee shall propose an annual budget to be voted upon no later than the second Executive Board Meeting of the academic year. Any unbudgeted expenditures shall be approved in advance by the Executive Board. When financial decisions must be made between meetings, the Executive Board is authorized to approve expenditures not exceeding $500.

**Section 6** Organization funds shall not be used to purchase or reimburse the Executive Board or General Members for alcoholic beverages.

**ARTICLE IX AMENDMENTS**

**Section 1** These bylaws may be amended by a two-thirds vote of the current Executive Board in good standing, after first making a motion for any proposed amendment and then allowing that motion to lie on the table for at least one (1) meeting before a final vote is taken.

These bylaws were adopted on July 23, 2018 and most recently revised on May 11, 2023.