

CONSTITUTION OF San Jose State University's Game Development Club

ARTICLE I – Name

Section 1. The name of this organization is the Game Development Club at San Jose State University.

ARTICLE II – Purpose

Section 1. The Game Development Club was founded to serve as an environment for people to learn about the process of developing games, to play and understand game design, and to collaborate with others in researching and creating their own games.

1. We provide tools, resources, and motivation for people to begin learning about game development regardless of their prior experience in making games.
2. We set up competitions that create opportunities for people of different disciplines to come together and create games.
3. We reach out to industry professionals who explain and elaborate on their experiences making games and teach fundamental game making ideas to our club.
4. We attend events that help students network with their peers and industry professionals for the purpose of helping them start game making projects outside of the club and get connected with jobs in the game industry.

ARTICLE III – Affiliation

Section 1. The Game Development Club has no affiliation with any local, state, or national organization.

ARTICLE IV – Membership

Section 1. Membership in the organization is open to all those matriculated, currently enrolled San José State University students who are interested in membership. There is no other requirements for admission to regular membership. Each regular member has equal rights and privileges.

Section 2. Voting membership is restricted to matriculated, currently enrolled students at San José State University.

Section 3. At least eighty percent (80%) of all members of the organization must be matriculated, currently enrolled students at San José State University.

Section 4. Eligibility for membership or appointed or elected student officer positions is not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. The organization has no rules or policies that discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability (Title 5, California Code of Regulations, Section 41500).

Section 5. No member of this organization may engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending this institution (California Code of Regulations, Title 5, Article 2, Standards for Student Conduct, Section 41301(b) (8). Individual students may be disciplined for hazing under Section 41301(b) (8).

Section 6. This organization complies with Title 5, Section 41301, Standards for Student Conduct.

ARTICLE V – Officers

Section 1. The officers of this organization will consist of a President, Vice President, Treasurer, Event Coordinator, Graphic Designer, Social Media Coordinator, Web Director, and Streaming Coordinator.

Section 2. The term of office for all officers will be one (1) year.

Section 3. Any vacancies during the fall and spring semesters will be announced to all members of the club. The vacancy will then be filled by special election two (2) meeting times after the vacancy is declared. During the interim periods, vacancies may be filled by the appointment of a member by one of the organization's officers.

Section 4. All officers of this organization must be matriculated, currently enrolled students at San José State University. The President and Treasurer of this organization must maintain a minimum overall 2.0 grade point average, must be enrolled in at least 6 units, and must be in good standing with San José State University during their term of office.

Section 5. All officers and advisors of this organization are required to complete an Alcohol Education Training offered by Student Involvement.

Section 6. Newly elected officers will work with the current officers until they officially take office.

Section 7. An inactive officer may be removed by plurality vote. Removal of an incompetent officer is initiated by an active officer only and passed by two-thirds vote of the Officers.

ARTICLE VI – Duties of Officers

Section 1. All Officers share the following responsibilities:

1. Ensure weekly meetings and activities take place;
2. Participate in meetings and club events as often as possible;
3. Maintain organization of the club files whenever accessing the club's online repositories.

Section 2. The President:

1. Presides over all regular and officer meetings when possible;
2. Makes announcements to the club to support and spread news of club events;
3. Situates new members and assists teams to become a familiar face;
4. Organizes and relays officer duties, keeping them on task;
5. Interfaces with the advisor and university.

Section 3. The Vice President:

1. Assists the President whenever possible;
2. Presides over meetings when the President is unavailable;
3. Records minutes of every officer meeting;
4. Maintains written records of all business pertaining to the club;
5. Facilitates all communications with outside correspondence, including emailing other school clubs, university faculty, outside organizations, etc. unless otherwise stated as another officer's responsibility;
6. Becomes aware of the duties of other officers and keeps them on task.

Section 4. The Treasurer:

1. Facilitates all financial responsibilities pertaining to the club;
2. Creates and maintains financial records and, if requested, monthly reports;
3. Is familiar with the activities of the Associated Students Finance Committee, and is the primary account holder and contact for the club treasury in accordance with them;
4. Knows the locker combination and is familiar with all the club's possessions;
5. Handles distributing awards for competitions or event participation, including T-shirts, printed media, game codes, etc.;
6. Handles reimbursements or purchase orders for club events and equipment;
7. Handles polling club members for requested equipment or items and interfaces with the university to complete those requests;
8. Is aware of all transactions involving the club account, especially of fundraising;
9. Plans club fundraising when necessary.

Section 5. The Event Coordinator:

1. Plans internal club events, such as speakers, tutorials, dev sessions, postmortems, etc.;

2. Plans external club events, such as attending conventions, hosting game jams, etc.;
3. Schedules tabling time for the club, coordinates with other officers;
4. Keeps up to date banners, fliers, business cards, etc., communicates with the Treasurer and Graphics Designers for materials;
5. Recruits club members for help during tabling.

Section 6. The Graphic Designer:

1. Designs all visual assets that represent the club to the public, including fliers, business cards, banners, shirts, buttons, key chains, the club logo, the look of the club website, club powerpoint presentations, etc.;
2. Is responsible for and made aware of any effort the club makes to outsource club graphic design to any person who is not the Graphic Designer, such as holding a T-shirt design content or paying an artist commission.

Section 7. The Social Media Coordinator:

1. Keeps information up to date on all social media outlets, including Facebook, Twitter, YouTube, and Instagram;
2. Welcomes and engages new members through social media, keeps content of social media accounts current and relevant to the club's purpose;
3. Organizes Discord channels, including managing the rules, posting announcements, pinning posts, deleting posts which break the club's Code of Conduct, adding, moving, deleting, or archiving old channels, etc.

Section 8. The Web Director:

1. Maintain the club website's code, correcting programming errors and fixing uptime issues;
2. Updates the club's public information, including finished games, club meeting times, officers, FAQ, etc.;
3. Manages the club's itch.io page, which contains all games developed and published by club members;
4. Archives games that have become outdated or incapable of running properly, keeping them all in a place accessible by all other officers;
5. Publish announcements of club events and activities to the website.

Section 9. The Streaming Officer:

1. Manages weekly streaming on Twitch;
2. Maintain game cabinets and is familiar with how to set up, take down, and repair them when necessary.

ARTICLE VII – Nominations and Elections

Section 1. Nominations will come from the floor and be open. Volunteers will be welcome.

Nominations will take place two weeks before the elections.

Section 2. Elections will take place at the end of the spring semester.

Section 3. Voting membership is restricted to currently enrolled students of San Jose State University. Voting members are encouraged to be active members.

Section 4. All officers will be elected by plurality vote.

ARTICLE VIII – Advisors

Section 1. The organization must have a University advisor. This person must hold at least a bachelor's degree and be employed as a faculty or staff member by San José State University. A Graduate Assistant/Intern may assume the advisor role if approved by the Student Involvement staff.

Section 2. The advisor is a non-voting member of the organization.

Section 3. The duties of the advisor are to:

- Assist the organization in fulfilling their mission and purpose
- Be knowledgeable of the organization's constitution and bylaws and assist the organization's members in interpreting them
- Be knowledgeable of University policies and procedures regarding student Organizations and ensure organization compliance to the best of their ability
- Be aware of the organization's activities
- Be aware of the organization's financial standing and all financial transactions using the organization's funds
- Attend organization meetings

ARTICLE IX – Meetings

Section 1. There will be regular meetings every Thursday and special meetings when they are deemed necessary.

Section 2. The President has the right to call special meetings.

Section 3. The quorum shall be a simple majority based on regular attendance and must include at least two officers.

ARTICLE X – Committees

Section 1. The power to name and organize committees is the responsibility of the President with

input from all other officers.

Section 2. There are no regular committees.

ARTICLE XI – Dues and Fees

Section 1. There will be no dues, only voluntary donations.

ARTICLE XII – Amendments

Section 1. An amendment can originate from any member; it must be brought to the attention of one of the officers.

Section 2. Amendment presentation will take place over two (2) consecutive regular meetings. An officer will bring the amendment before the group at the first meeting. There will be discussions of the pros and cons. There will be brief discussions and voting at the second meeting.

Section 3. An amendment will be adopted by a two-thirds vote of the attending officers on the date of the election. A majority of the officers must be present for amendments to occur.

Section 4. The date a new amendment becomes effective shall be included in the amendment itself.

*Adopted on April 29th, 2019