

BYLAWS OF THE NATIONAL
COLLEGIATE TAEKWONDO ASSOCIATION

ARTICLE I.

PURPOSES AND POWERS

The purposes and powers are enumerated In the constitution.

ARTICLE II.

LOCATION OF OFFICE

The office of this organization shall be located in the county and city of the institution of the President for the period of his term.

ARTICLE III .

MEMBERSHIP - DEFINITION AND
ELIGIBILITY

Section 1: Membership Categories

The following types of membership are established and recognized:

- A. Institutional members
- B. Individual members
 - I. Faculty/staff
 - 2. Student
 - 3. Life member
 - 4. Honorary

Section 2: Definitions of membership classifications

A. Institutional Members

An institutional member is a university, college, or other institution of higher learning located within the Jurisdiction of the NCTA and is recognized by and registered with this respective institution. The Taekwondo club(s) formed within or by an institutional member must be a non-profit organization and operate under a written constitution and By-Laws, or a written articles of association.

B. Individual Members

1. Faculty/staff/Graduate: students of universities, colleges, or other institutions of higher learning (does not include family members) and has attained a rank recognized by this organization.

2. Student: Student of university, college, or other institution of higher learning and has attained a rank recognized by this organization.

3. Life Member: Any individual registered member who has paid his life membership fee. If or any reason a life membership status is canceled by this organization, the life membership fee will be refunded after deduction of all annual fees accumulated during the period of life membership.

4. Honorary: One who has been awarded special recognition by this organization because of distinguished service to the art and sport of Taekwondo or to this organization. Honorary members shall have no right to vote or hold elected office.

ARTICLE IV.

ADMISSION OF MEMBERS

Universities, colleges, other institutions of higher learning. and other organizations shall become members of this organization upon payment of required dues and assessments.

The following information, in addition to any other which the Board of Directors may feel desirable, shall be submitted by an institution seeking membership in this organization.

1. The nature and scope of its Taekwondo program;
2. The name, rank and resume of the instructor;
3. The prescribed membership fee.

ARTICLE V.

BOARD OF DIRECTORS

Section 1: composition

The Board of Directors shall consist of one representative from each university, college, or other institution that is a dues-paying member. Proxy and/or mailed in votes will not be accepted at business meetings of this organization.

Section 2: Responsibilities

The Board of Directors shall have such duties and powers as specified by the By-Laws of this organization. It shall also have authority to exercise Jurisdiction in all matters not specified by the By-Laws.

Section 3: Duties

The Board of Directors shall be responsible for conducting all the affairs and business of this organization and shall be vested with all powers of this organization and with authority to not on all organizational matters.

Section 4: Executive Officers

The officers of the Board of Director shall be appointed by newly elected President. The officers shall be:

- A. President
- B. Vice-President (two shall be appointed)
- C. Secretary General
- D. Treasurer General
- E. District Director (six shall be appointed)
- F. Technical Director
- G. Tournament Committee Chair
- H. Coaching Science Chair
- I. Referee Chair
- J. Medical Advisor
- K. Legal Advisor

Section 5: Qualifications of Officers

The President shall be employed by his/her institution at more than a half-time position for at least five years, All other officers shall hold at least part-time positions with their institutions.

Section 6: Election of Officers

At the Annual Meeting, every fourth year the members of the Board of Directors shall elect the President of the Organization. A majority of the voting members present (and voting) shall be necessary for election of officers.

Section 7: Term of Office

The officers shall take office at the annual meeting at which elected for a tern of four years.

Section 8: Committees

The President shall have the authority to form and dissolve all committees and to appoint members to serve on such committees unless otherwise specified in these By-Laws. However, On all such committees, one member shall serve and that

member shall automatically assume position of Vice-chairman of such committee. All acting committees, once formed, are required to submit a progress report at each regular meeting. Each member shall individually have the responsibility of attending organizational meetings and keeping their respective institutions well informed on the activities of this organization.

Section 9: Amendment

The members shall have the power to amend these By-Laws upon a majority vote of the members of the Board present, at annual. meetings, and provided the requirements set forth below are met:

- A. Amendments may be proposed in writing to the Board of Directors by any voting member of this organization.
- B. All amendments, once voted in, shall take effect immediately unless otherwise stated,

Section 10: Delegation

The Board of Directors may, while retaining its responsibility, delegate power and authority to its members, committees, and other associated with this organization .

Section II: Discipline

The Board of Directors, unless otherwise given to some other person or group of persons under the constitution and By-Laws, shall have the power to discipline members and to impose enforce, or remit penalties for any violation of the constitution and By-Laws, or rules and regulations of this organization.

Section 12: Jurisdiction

The Board of Directors shall have the power to assume original or appellate Jurisdiction, upon notice of those involved, in any matter where, in the opinion of two-thirds of the Board members, the best interest of this organization shall be served thereby; and the determination of the Board, after a full hearing of those involved who wish to be heard, shall be final and binding,

Section 13: Management

The management of the organization shall be vested in the officers and Board of Directors of this organization.

DUTIES AND RESPONSIBILITIES

Section 1: President

The President shall be vested with executive authority, shall be chairperson of the Board of Directors, shall be the executive editor of all publications of the organization, and shall perform the ordinary duties of the office. The President will act as the NCTA representative to the United States America Taekwondo and International University sports Federation.

Section 2: Vice-President(s)

The Vice-president(s) shall assume the duties of the President at such time as may be required by the absence or incapacity of the President. In addition, he shall function as assistant to the President in all matters pertaining to Taekwondo within the Jurisdiction of this organization.

Section 3: Secretary General

The secretary shall keep a record of the meetings of the Board of Directors and for the other meetings involving the membership, issue notices and perform other ordinary duties of the office or as assigned by the President or these By-Laws.

Section 4: Treasurer General

The Treasurer shall collect and, under the direction of the Board of Directors, arrange for the care and disbursement of all funds of this organization and the keeping of full and regular accounts, which shall, at all times, be open to inspection by the membership.

Section 5: Technical Director

The Technical Director shall have the responsibility of delegating to the Committee Chairs which shall, for all activities, be open to inspection by the membership.

Section 6: Tournament Committee Chair

The Tournament Committee Chair shall inspect tournament locations and communicate with the Championship Tournament Local Director and shall, for all tournaments, be open to inspection by the membership.

Section 7: Coaching Science Chair

The Coaching Science Chair shall select coaches for Goodwill Games and FISU World University Games and shall, for all coaching selections, be open to inspection by the membership.

Section 8: Rule and Referee Chair

The Rule and Referee Chair shall review contest rules and conduct referee seminars and shall, for all activities, be open to inspection by the membership.

Section 9: Medical Advisor

The Medical Advisor shall advise the membership concerning all medical activities and shall, for all activities, be open to inspection by the membership.

Section 10: Legal Advisor

The Legal Advisor shall advise the membership concerning all activities and shall, for all activities, be open to inspection by the membership.

Section 11: District Director(s)

The District Director shall conduct, under the direction of the Board of Directors, all regional tournaments, and shall act as a regional representative at all national tournaments.

ARTICLE VII.

COMMITTEES

Section 1: Standing committees

The standing committees of this organization, whose members and chairperson shall be appointed by the president, unless otherwise provided herein, shall be as follows:

- A. Executive Committee;
- B. Membership, Rules and Eligibility committee;
- C. Finance committee;
- D. Collegiate Program Development & Public Relations committee
- E. Instructor certification, coaching staff, and Technical Research committee;
- F. Tournament and National Championship committee.

Section 2: Temporary Committees

The President shall have the authority to create and disband all temporary committees, appoint the members and chairperson thereof and determine the size and duties of such committees.

ARTICLE VIII.

EXECUTIVE COMMITTEE

Section 1: composition

The Executive Committee shall be composed of the following:

- A. All past Presidents
- B. President

- C. Vice-presidents
- D. Secretary General
- E. Treasurer General
- F. Technical Director
- G. Tournament Committee Chair
- H. Coaching Science Chair
- I. Referee Chair
- J. Medical Advisor
- K. Legal Advisor

Section 2; Duties and responsibilities

The Executive Committee shall conduct the affairs of the organization between meetings of the Board of Directors, act as a committee on credentials at the meetings of the Board or Directors, and at the discretion of the President, shall meet prior to all meetings of the Board of Directors with respect to the affairs of the organization

This committee shall have the power to appropriate funds for organizational business I all -

ARTICLE IX.

MEMBERSHIP, RULES, AND ELIGIBILITY COMMITTEE

Section 1: composition

The Membership, Rules, and Eligibility Committee shall be composed of the secretary who will act as chairperson and not less than three other members in good standing with the Association. The members shall be appointed by the President for a term of two years.

Section 2. Duties and Responsibilities

The Membership, Rules, and Eligibility committee shall consider, prepare, and present to the Board of Directors all proposed changes in rules and regulations of the Association and the National collegiate Taekwondo Championship.

This committee shall also investigate and report to the Executive Committee about conduct, practice, or abuse by members or non-members tending to mislead, impose upon or endanger the public or otherwise bring Taekwondo or this organization into disrepute; and, with approval of the Executive committee, take steps to correct any such conduct, practice, or abuse.

This committee shall seek to maintain and enforce the amateur code as applicable to members of this organization.

This committee shall seek to maintain high standards of all conduct and performance among members of the organization in all matters pertaining to Taekwondo.

ARTICLE X.

FINANCE COMMITTEE

Section 1: Composition

The Finance Committee shall be composed of at least three members appointed by the President for a term of two years. The Treasurer shall act as chairperson of the Finance Committee. All members shall be in good standing with this organization.

Section 2: Duties and Responsibilities

The Finance committee shall advise and assist: the Treasurer in the performance of his duties, advise and assist the officers, the Executive committee and the Board of Directors with respect to the acquisition and disbursement of the funds and the maintenance of a sound financial condition by the organization.

At the request of the President this committee shall prepare a budget for approval by the voting membership at the annual meeting

This committee shall recommend ways and means of raising funds and financing present or proposed activities of this organization.

ARTICLE XI.

COLLEGIATE PROGRAM DEVELOPMENT AND PUBLIC C RELATIONS COMMITTEE

Section 1: Composition

The Collegiate Program Development and Public Relations committee shall be composed of the Vice-President who shall act as Chairperson and not less than three other members in good standing with the Association, Members shall be appointed by the President with the consent of the vice-President for a term of two years.

Section 2: Duties and Responsibilities

The Collegiate Program Development and Public Relations Committee shall acquaint those outside the Association with the true spirit and art of Taekwondo in universities, colleges and other institutions of higher learning and the benefits to be derived from participation in Taekwondo. This committee shall also be responsible for publications of the organization including preparation, sale, press, television, and radio coverage.

This committee shall make recommendations to the President as to ways and means to increase the effectiveness and prestige of the Association; advise and assist members of the Association in public relations slitters; and stimulate and improve Taekwondo progress throughout the colleges, universities, and other institutions of higher learning.

This committee shall teach competitors the value of hard and fair competition, to win with humility, to lose with graciousness, and that the purpose of Taekwondo is the development of the full mental and physical potential of the individual.

ARTICLE XII.

INSTRUCTOR CERTIFICATION, COACHING STAFF, AND TECHNICAL RESEARCH COMMITTEE

Section 1: composition

The Instructor Certification, Coaching Staff, and Technical Research committee shall be composed of not less than three members in good standing with this organization. Members shall be appointed by the President for a tern of two years,

Section 2: Duties and Responsibilities

The Instructor Certification, coaching Staff, and Technical Research Committee shall seek to maintain high standards of teaching Taekwondo by developing, promoting, and administering an instructor certification and coaching program.

This committee shall conduct technical clinics for the United States competitors in conjunction with the National Championships; research new technical or physical strategy and development through national and international championships; and establish educational materials and procedures to conduct clinics, seminars, and workshops concerning all aspects of Taekwondo training.

ARTICLE XIII.

TOURNAMENT AND NATIONAL CHAMPIONSHIP COMMITTEE

Section 1: Composition

The Tournament and National championship Committee shall consist of not less than three members in good standing with this organization members shall be appointed by the President for a term of two years, The National championship Tournament Directory shall be a member of this committee.

Section 2: Duties and Responsibilities

The Tournament and National Championship committee shall be responsible for promoting and administering the National Championships; shall make recommendations to the President as to acceptable tournament directors and locations for the national Championships: and make any necessary arrangements so as to assist the tournament director with the National championships.

This committee shall assist colleges, universities, and other institutions of higher learning with setting up and running Taekwondo tournaments, It will establish a standard of publication and other printed matters (in general information, applications, posters, and programs, etc.) related to official championships.

Section 3: National championship Director

The National championship Director shall be responsible for the organization and operation of the annual national championship. in addition to the usual and customary tournament expenses, the director shall be required to provide transportation and loading for no more than the current NCTA president and the Founding Member of the NCTA.

During the National championship Tournament each year, the location and the director for the following year's tournament will be chosen. Each director submitting a request for the National Championships shall be required to provide a \$500.00 donation if selected.

National Collegiate Taekwondo Association

Criteria for the national collegiate team selection

1. National collegiate team trials will be held to determine the strongest female and male candidate for each of the eight weight divisions.
2. The national collegiate team trials will be conducted through a double elimination process.
3. The winner of the collegiate team trials will be the national collegiate team member.
4. In the event that the winner of the national collegiate team trials cannot serve as the team member in their respective weight division, then the people who took 2nd-4th place will form the pool from which the National Collegiate Taekwondo Association Executive Committee will determine who is the strongest candidate in that division.
5. The National Collegiate Taekwondo Association Executive Committee includes the following NCTA officers and officials: the President, the Vice-Presidents, the Secretary General, the Treasurer General, and the Coaching Science Chairperson.
6. The strongest candidate from the selection pool will be determined by their competition record.
7. The competition record will be ranked according to the candidates results in the following events:
 - a. Olympics
 - b. Taekwondo World Championships
 - c. Taekwondo World Cup
 - d. Pan Am championships
 - e. United States national team trials
 - f. US Senior national championships
 - g. US collegiate national team trials
 - h. US collegiate national championships
 - i. US Junior national championships
8. The candidate with the best record in the events listed above will be selected to serve as the replacement for the collegiate team member who stepped down from the team.

ARTICLE XIV

MEETINGS

Section 1: Annual Meeting

The Board of Directors shall hold an annual meeting in conjunction with the NCTA National Taekwondo Championships, or at such other time as may be prescribed by the Executive Committee.

Section 2: special Meeting

special meetings shall be called by the President on the written request of two-thirds (2/3) of the Executive Committee or two-thirds (2/3) of the voting membership,

ARTICLE XV.

FEES, ASSESSMENT, AND
REGISTRATION

Section 1: Authority

The Treasurer, with the approval of the Board of Directors, shall have the power to set and collect from the members, all fees, dues, and assessments required for conducting the affairs of this organization.

Section 2: schedule of Membership Fees

A.	Institutional Members	\$50.00
B.	Individual Members	\$5.00
1.	Faculty/staff	
2.	Student	
3.	Life Member	
4.	Honorary	

Section 3: Failure to Pay

Members knowingly in arrears of payment of fees shall not be entitled to any of the privileges, benefits, or rights of membership until all arrears have been paid in full. Annual registration fees are not cumulative, however, and for this fee, only current registration is all that is required.

Section 4: Disposition of Fees

All fees and assessments, by whomever received, shall be accounted for and deposited in the account of this organization.

ARTICLE XVI.

AGENDA

Section 1: New Business

Any member institution, member of the Executive Committee or Committee Chairperson may place before the annual business meeting any matter relating to the affairs or objectives of this organization provided that at least 45 days before the date of the meeting, he/she submits a written notice to the secretary describing specifically that matter he/she wishes to place before the annual business meeting and states his/her proposal with respect to such matters, Matters so noticed shall be placed on the agenda without requiring approval of the Executive Committee or the Board of Directors.

Section 2: Dispersal of Agenda

At least 30 days before each business meeting, the secretary shall distribute to each member institution, all members of the Executive Committee and all standing committees, a copy of the entire agenda.

ARTICLE XVII.

TERMINATION ON TRANSFER

DISCIPLINE

Section 1: Property and Use of Affiliation

Upon termination of membership for any reason whatsoever, each member agrees to return all property of the organization and cease forthwith all further use of any property or other rights of this organization unless expressly authorized otherwise by the Board of Directors. Each member agrees not to indicate, directly or indirectly, affiliation with or recognition by the organization after termination of membership.

Section 2: Assigning or Transferring Rights

No membership may be transferred or assigned.

Section 3: Discipline

Any group or individual member may be expelled, suspended, placed on probation or otherwise disciplined for violations of the Constitution and By-Laws, rules or regulations duly adopted by this organization or for conduct which is disloyal to this organization or is unbecoming of Taekwondoists, or tends to discredit Taekwondo, or this organization. or tends to impose upon, endanger, or mislead the public.

Section 4: Presentation of Charges

It shall be the right of a member against whom charges are referred to be A with a copy of the charges at least 30 (thirty) days prior to any

scheduled hearing. No other charges may be asserted at the hearing. The charges shall be in sufficient detail to enable the member to prepare a defense.

section 5: Board Vote

A two-thirds (2/3) vote of the Board of Directors shall be required to uphold any charges which have been referred.

ARTICLE XVIII.

AGENDA OF BUSINESS section 1: Agenda for Business Meeting

The order of business of all meetings, unless otherwise specified, shall be as follows:

1. Roll-call
2. Reading of Minutes
3. Treasurer General's Report
4. Reports of the Officers
5. Committee Reports
6. Selection of Tournament Site
7. Unfinished Business
8. New Business
9. Program (if any)
10. Election of Officers
11. Adjournment

section 2: Applicability of Provision

Provision ten (10) shall be applicable only during the annual meeting of every four years,

section 3: Dispensing with Order of Business

Upon motion and approval thereof, any or all of the items listed in Section 1 above, "Order of Business" may be dispensed with.

ARTICLE XIX.

FISCAL YEAR

The fiscal year of this organization shall be from January 1 through and Including December 31.

ARTICLE XX.

PARLIAMENTARY AUTHORITY

In the event of dispute, the latest edition of Robert's "Rules of Order" shall govern the proceedings at all meetings of this organization.