

## **PREAMBLE**

The SkyBroncos originally started as part of the Western Michigan University (WMU) SkyBroncos Flying Club. With roots dating back to the 1946, the flying club and the flight team have always sought to promote collegiate aviation activities and aviation safety. In recent years, the successes of the flight team have prospered while the activity of the flying club has dropped off, leading to the club's termination.

Today, the SkyBroncos represent Western Michigan University's College of Aviation by competing in the National Intercollegiate Flying Association's (NIFA) collegiate flight competitions. These competitions, called Safety and Flight Evaluation Conferences (SAFECON's), are held at regional and national levels. NIFA was formed for the purposes of developing and advancing collegiate aviation education; promoting and fostering safety in aviation; encouraging communication and cooperation between aviation students, educators, institutions, and industry professionals; and providing an arena for collegiate aviation competition. These pursuits continue to be the main purposes of the SkyBroncos today.

The Purpose of the SkyBroncos shall be to preserve their rich aviation history at Western Michigan University. To this end, the SkyBroncos will seek to develop and advance collegiate aviation education while promoting and fostering safety throughout the aviation community.

**ARTICLE I**  
**Name**

SkyBroncos

**ARTICLE II**  
**Membership**

**Section A: Eligibility**

1. Membership is open to anyone affiliated with WMU and who has an interest in aviation
2. No person shall be denied membership because of race, sex, religion, color, height, weight, age, handicap, national origin, sexual orientation, or veteran status.

**Section B: Types of Membership**

Types of membership include: active, inactive, advisor, and alumni.

A. Active members are those who meet applicable eligibility requirements, attend regular meetings, and undergo the proper induction procedures set forth by elected officers.

B. Inactive members are those who at one time were active members but due to extenuating circumstances or personal desire are not able to attend regularly scheduled functions.

C. Advisors should attend SkyBronco meetings as often as possible, and shall solicit advice and support when needed. Advisors shall be comprised of faculty, staff, and WMU Flight Team Coaches.

D. Alumni are former active members who participated in any number of SkyBronco activities and/or competitions and have graduated.

**Section C: Voting Privileges**

1. Only active members are eligible to vote in yearly elections and are eligible to hold an elected officer position.
2. Elections are held once at the beginning of each school year to determine officers.

## **ARTICLE III Officers**

### **Section A: Elected Officers**

#### 1. President

The President is primarily responsible for team synergy. In conjunction with advisors and Committee Chairs, the President will ensure overall cooperation and teamwork, as well as setting and enforcing rules. The President will organize team social events and assist the coaching staff with any necessary managerial activities when requested. Finally, and perhaps most importantly, the President is the leader and should act accordingly. As a leader, the president should always seek to boost team morale by addressing the SkyBroncos at regular events and provide counsel to members when they are in need of guidance.

#### 2. Committee Chairs

Committee Chairs are also team leaders and serve in many of the same functions as the team captain, but chairs are leaders in their respective committees. Chairs shall be selected for the SkyBronco's multiple committees, including but not limited to: SCAN, E6B, Aircraft Recognition, and Safety. Committee Chairs are responsible for assisting the President in all of their duties, and they help ensure overall efficiency in SkyBroncos operations during meetings and events. Committee Chairs are primarily responsible for administering tests, teaching necessary knowledge and skills, selecting team members for events, and scheduling/conducting other assigned activities.

#### 3. Finance Administrator

One member of the SkyBroncos shall be appointed as the Finance Administrator. The Finance Administrator shall be responsible for the following duties in addition to their regular officer duties:

1. Manage the SkyBronco's SAF and non-University accounts, while working directly with current advisors.
2. Maintain a ledger of debits and credits for all SkyBronco accounts and petty cash funds.
3. Allocate funds for committee events and projects subject to the approval of the SkyBroncos.
4. Facilitate fundraising activities as needed.

### **Section B: Qualifications for Holding Elected Position**

1. To be eligible to hold an elected office in the SkyBroncos, the candidate must be an active member.

2. Candidate must have been a member for at least one semester prior to election.
3. Candidate must possess the knowledgebase and leadership skills necessary to hold an officer position.

### **Section C: Selection of Officers**

1. Officers are selected democratically during team elections, and may hold their position until the next team election period.
2. Elections will be held once per calendar year at a time and place to be determined by advisors.

### **Section D: Filling Officer Vacancies**

1. During time of an officer's absence or a time when an elected officer has stepped down from their position permanently, advisors shall determine the most suitable process for selecting a new interim or permanent officer.
2. When only a temporary need exists in filling an officer's vacancy, such as a defined and excused period of absence, officers may appoint other members to carry out duties in their stead.

## **ARTICLE IV Finances**

### **Section A: On-campus Accounts**

1. SkyBroncos will follow and be subject to all University policies, procedures, and practices regarding student organization accounts and finances.
2. Historically, a majority of SkyBronco expenses related to practicing/training and competing in NIFA competitions have been covered by Western Michigan University's College of Aviation. Future expenses related to NIFA competitions, team travel, and practice shall be agreed upon between the CoA administration, SkyBronco advisors, and officers.

### **Section B: Off-campus Accounts**

1. SkyBronco officers, advisors, and members in good standing shall collaborate to decide the most efficient and feasible means of obtaining supplemental funding for flight team activities. Acceptable means of raising monies include:
  - i. Appropriate sponsorships (subject to approval)
  - ii. Fundraisers
  - iii. Implementation of membership dues

- iv. Solicitation of funds from local businesses, private individuals, or other WMU organizations
2. A checking account will be maintained at PNC Bank to administer organizational funds. At a minimum, the organizations treasurer and at least one advisor will be listed on the account. More officers or advisors may be added to the account as needed.

### **Section C: Dues & Registration Fees**

1. Dues will be assessed to all active members in the Fall and Spring semester of each year. The amount of dues will be voted on during the first business meeting of the applicable semester.
2. Members competing at National Intercollegiate Flying Association (NIFA) events are responsible for procuring their own student membership to NIFA.

### **Section D: Financial Policy**

1. Financial books and records will be audited annually during the fall semester.
2. The treasurer is responsible for financial matters and will attend University financial workshops as required.

### **Section E. Disposition of Non-University Funds in the Case of Inactivation**

1. In the event that SkyBroncos becomes inactive or cease to exist, the remaining funds will be transferred to the National Intercollegiate Flying Association Inc. as a charitable donation.

## **ARTICLE V Statement of Compliance**

The SkyBroncos will comply with all SA&LP and Western Michigan University policies, procedures, and all local, state, and federal laws.

The SkyBroncos will comply with all OSE and University policies, procedures, and practices and all local, state, and federal laws.

The SkyBroncos will follow and be subject to all University policies, procedures, and practices regarding student organization accounts and finances.”

The SkyBroncos will not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, protected disability, veteran status, height, weight, or marital status.

If The SkyBroncos ceases to exist in the future, all funds left in financial accounts will be given to “name of WMU department, local non-profit, or related national headquarters”

**ARTICLE VI**  
**Amendments**

**Section A: Proposal**

1. Any SkyBronco member may propose an amendment to the constitution. This proposal may be raised during a scheduled organization meeting when at least 75% of active membership is present.
2. Proposed amendment shall be brought to a vote if seconded by another team member.
3. Once a proposed amendment has been seconded, it shall be voted on by the current membership. After a 2/3 passing vote, the amendment shall then be put into the team rules.