

# **BACKCOUNTRY HUNTERS & ANGLERS OF CLARION UNIVERSITY**

## **BYLAWS**

### **ARTICLE I - NAME**

The name of this organization shall be the Backcountry Hunters & Anglers of Clarion University.

### **ARTICLE II - PURPOSE**

The purpose of Backcountry Hunters & Anglers of Clarion University is to promote engagement in and around: backcountry hunting and angling, the conservation of wilderness, public lands, the protection of fish and wildlife that rely on clean water and wilderness, and the public's access to these recreational opportunities. The club should serve by creating a community bringing together students, faculty, and staff and providing an environment conducive for both the veteran and novice backcountry hunters and anglers alike to learn and participate in club activities.

This club will be part of Backcountry Hunters & Anglers collegiate outreach program, and the club will be affiliated with Clarion University Chapter of Backcountry Hunters & Anglers so that the two organizations may jointly participate in projects, share resources, and interact with one another under Backcountry Hunters & Anglers' guiding mission to protect the sportsmen's voice for our wild public lands, waters and wildlife.

### **ARTICLE III - MEMBERSHIP**

#### **Section 1 – Criteria**

Membership in this organization is open to all Clarion University students, faculty, staff, and the general public and will not be restricted on the basis of age, disability, ethnicity, gender, national origin, race, color, religion, veteran status, sexual orientation, political affiliation, grade point average, class standing, or major of study. Membership is open to all, however, if dues are required (at the discretion of the current officers) than full benefits will not be awarded to those who do not pay. Membership inquiries will be directed to current officers and the club advisor; and members will be expected to actively participate in club activities and fundraisers.

#### **Section 2 - Dues**

Membership fees/dues are optional, as the discretion of the current officers and club advisors.

#### **Section 3 - Dismissal**

Membership will be revoked by  $\frac{1}{2}$  vote of officers plus  $\frac{3}{4}$  vote from the general membership if actions are deemed inappropriate by the membership. Members are expected to attend at least half of the meetings per semester, unless otherwise excused (medical, personal, family, work, etc) per written or oral agreement with club officers and advisor. Members are also expected to maintain a minimum of a

2.0 GPA to be considered in good standing with the club. (However, this GPA requirement may be waived at the discretion of the current officers and advisor.

## **ARTICLE IV - DUTIES AND ELECTIONS OF THE OFFICERS**

### **Section 1 – Officers/Executive Committee**

#### **Club President**

- Preside over all meetings.
- Represent organization on campus.
- Ensure that the organization is operating in conformity with the standards set forth by Clarion University.
- Co-sign organization checks.
- Maintain communication with faculty advisor, BHA chapter liaison, and the Director of BHA's collegiate program.

#### **Club Vice-President**

- Preside over meetings in the absence of the President.
- Schedule meetings/events with appropriate College/University offices.
- Leads club recruitment efforts on campus.

#### **Club Treasurer**

- Maintain accurate record of club transactions, this includes tracking receipts, sending BHA's Director of Operations club bank statements, financial reporting on events and handling cash/funds raised at events.
- Collect dues if required.
- Develop organization budget and present to membership for  $\frac{3}{4}$  vote.
- Cosign organization checks.
- Solicits additional funding if needed from the Student Government Association in conjunction with the President.

#### **Club Secretary**

- Maintain an accurate record of all organization meetings and post for members.

- Maintain membership directory, including means of contact such as e-mails and text messages.
- Correspond with College/University administration and other organizations.

### **Publicity Chairperson (Optional)**

- Responsible for all advertising and promotions of the club's events and social gatherings. These promotions include radio, newspapers, fliers, letters, listservs, banners, etc.
- Works closely with club Vice President to advertise club to incoming class of students for recruitment purposes.
- Promotes relationship with local BHA chapter and assists with creating articles about conservation projects, outreach, trips, and other events.
- Maintains a club Facebook page and submits material to BHA's national Facebook page.
- Establishes relationship with BHA chapter liaison and plans field projects, both with the chapter and independently as a club.
- Recruits club members and assigns them duties specific to carrying out projects and events.

### **Projects/Trips Chairperson (Optional)**

- Establishes relationship with BHA chapter liaison and plans projects and events, both with the chapter and independently as a club.
- Develop and plan fundraising opportunities for the club.
- Recruits club members and assigns them duties specific to carrying out projects and events.

## **Section 2 – Election Process**

Election of officers will require a majority vote from the general membership. Officers will be nominated by the general membership and are required to be members in good standing within the organization. (To be deemed in "good standing" both members and officers must attend at least half of the semester's meetings (unless otherwise excused) and maintain a minimum 2.0 GPA. Only members in good standing may vote.) The election of officers will be held during a regular organization meeting where "Election of Officers" is listed as an item of business on the agenda and the agenda has been distributed to the general membership at least one week prior to the meeting date. If a candidate fails to receive a majority of votes, a run-off election will be held between the top two candidates that received the most votes. The term of office will be one full year (beginning in April). In the event that an officer is unable to complete their term of office, a special election will be held to replace them for the remainder of their term (through the following April).

### **Section 3 – Majority Vote**

Election of officers will require a majority vote from the general membership to assure a fair election.

## **ARTICLE V - ROLE OF CAMPUS ADVISOR**

### **Section 1 – Selection**

The advisor shall be a full-time faculty or staff member at Clarion University, approved by the Executive Committee (the club officers). The advisor will assume those responsibilities as outlined in this constitution and/or found in Clarion University Policies. The advisor will be selected by a  $\frac{1}{2}$  vote of the Executive Committee and then presented to the general membership for a  $\frac{3}{4}$  vote. The advisor shall be actively involved Backcountry Hunting and Angling, take an interest in participating in trips and activities, and conform to the general goals and principles of the club as listed in the purpose statement.

### **Section 2 – Power**

The advisor shall work closely with the Executive Committee regarding all decisions pertaining to the club. Advisors not fulfilling responsibilities or abiding by the organization's purpose may be removed from the position by a  $\frac{1}{2}$  vote of the Executive Committee.

## **ARTICLE VI - MEETINGS**

### **Section 1 – Frequency**

The organization shall hold regular (at least monthly) meetings during the academic term except when holidays, examination periods or other events make meeting impractical. Organization meeting day/time will be determined in the beginning of each semester by a  $\frac{3}{4}$  vote of the general membership. Attendance at organization meetings is expected but not required.

### **Section 2 – Quorum**

A quorum shall consist of a simple majority of the membership plus one officer.

### **Section 3 – Majority**

Approval of issues to be voted on will require the majority vote of club members.

#### **Section 4 – Procedure**

All BHA meetings will adhere to national organization standards and Clarion University policies and procedures.

#### **Section 5 – Special Meetings**

A special meeting may be called by a petition of the general membership. This petition must be submitted one week prior in writing to the Secretary of the organization and be signed by a simple majority of the members of the organization. Members will be notified via e-mail and/or CU Connect.

### **ARTICLE VII - FINANCES AND FUNDING**

#### **Section 1 – Club Dues**

Membership fees/dues are optional, as the discretion of the current officers and club advisors. The organization may establish reasonable dues that must be paid by all members. The amount of the dues will be determined in the beginning of the academic year by the Executive Committee and presented to the general membership for a  $\frac{3}{4}$  vote. Dues must be paid by a date determined at the beginning of each semester.

#### **Section 2 – Student Senate Funds**

Funds needed outside of those raised by dues and/or fundraising will be requested from the Student Senate only if necessary.

#### **Section 3 – Fundraising**

The club shall participate in a variety of fundraising activities throughout the year to attempt to be fully self-supporting.

### **ARTICLE VIII - AMENDING, SUSPENDING, AND ACCEPTING**

Amendments to this constitution must be submitted in writing at a regular meeting of the organization. Said amendment(s) will be voted on at a subsequent meeting. To adopt the amendment, a vote of  $\frac{2}{3}$  of the general membership is necessary. Amended constitution will be submitted within 10 days to the governing body of CSA at Clarion University for approval.

All changes to the Bylaws must be approved by the Student Senate, the Vice President of Student Affairs, and the President of Clarion University.

#### **ARTICLE IX - RATIFICATION**

These Bylaws, and its amendments, shall become effective upon ratification by the members of Backcountry Hunters & Anglers of Clarion University and following the approval of the Student Senate of Clarion University of Pennsylvania, the Vice President for Student & University Affairs, and the President of Clarion University.