

Clarion University of Pennsylvania Women's Rugby Football Club

Constitution

NAME

This organization shall be known formally as the Clarion University of Pennsylvania Women's Rugby Football Club and the following names may be used informally:

- 1) Clarion Golden Eagles Women's Rugby
- 2) CU Women's Rugby
- 3) CUP Women's Rugby
- 4) Clarion Women's Rugby
- 5) Clarion Women's RFC

OBJECTIVES

This organization's objective is to compete within the boundaries of collegiate rugby in the United States of America, with opponents coming from the United States, Canada and around the world. We aim to provide a chance for students of Clarion University of Pennsylvania to play and/or watch the sport of Rugby Union Football. Our goal is to allow students an opportunity to be part of a collegiate sport as well as provide some entertainment in a break from their scholastic career and promote diversity through the playing an internationally popular sport.

This organization will provide the planning and execution of matches and practices throughout the academic year, amongst a variety of other rugby related activities. Clarion Women's Rugby aims increase its membership and status on campus and in the region, with an ultimate goal of competing in championships on the conference, regional and national level. Clarion Women's Rugby looks to increase the awareness of Rugby and spread the sport throughout not only the Clarion community but be a catalyst for the growth of Rugby in Western Pennsylvania as well.

MEMBERSHIP

Any student attending Clarion University of Pennsylvania may join with only small dues required. Each member will be required to pay their own personal dues to USA Rugby each fall (\$50 total on average) and be required to supply their own equipment. Uniforms will be provided by the club for match days. Any member who is interested in Rugby are more than welcome to join the Women's Rugby Club for practices and trainings, including community members, but male members are encouraged to join with the Clarion University Men's Rugby Football Club.

Clarion Women's Rugby will adhere to all Student Codes of Conduct required for Student Organizations and Club Sports at the University. The club will not discriminate on the basis of race, religion, color, national origin, age, sex, sexual orientation, height, weight, or marital status. The organization must also be committed to the policy of not discriminating against handicapped individuals or veterans.

No vote is required to introduce new members. Every member, upon becoming a member is considered an active member until the person retires or leaves the club (due to any number of reasons, including graduation). Each active member may run for any executive position in the organization. A member will be granted a position upon receiving the highest number of votes from active members out of all candidates during the election meeting held after the conclusion of the fall season and prior to the end of the fall semester. Any member may be nominated for any position, but members may only hold one position.

Types of Members:

- 1) Active Member: An Active Member may be any student of Clarion University of Pennsylvania. Active Members may participate in all events sponsored by the club meaning games, both home and away, and other social events, as determined by the Head Coach.
- 2) Alumni Member: Any member who graduated from, or otherwise left, Clarion University of Pennsylvania becomes an Alumni Member. Alumni Members referred to the Clarion Rugby Alumni Association for membership within their organization. Alumni Members continue to have rights to attend meetings or games but hold no voting power and are ineligible to play in sanctioned league events.

OFFICERS

Each officer position may be held by one member and each member may hold only one position. Officers must have a 2.0 cumulative GPA at the time of the election. The officer positions and their duties are as follows, in the order of succession:

- 1.) President: She represents the club in any meetings or public events as well as being in charge of running meetings. President is required to attend budget hearings, fund requests and all other revenue generating/seeking meetings and events. The president is the primary representative for the club to the University and the Clarion Students' Association (CSA). The president, in conjunction with the treasurer, is responsible for maintenance of the club's financial accounts. The President will also oversee the well being of the club and make adjustments as necessary to keep the club running smoothly.
- 2.) Vice President: Works in conjunction to aid the President in accomplishing administrative tasks. Takes presidential duties when needed or when the President has delegated tasks to the Vice-President. The Vice President will be available to all other officers in need of help in order to accomplish their tasks.

3.) Treasurer: The Treasurer monitors the club's finances, determines required dues and keeps up to date a budget and semester financial statements. The Treasurer attends budget hearings and prepares fund requests from the Clarion Students' Association (CSA), local businesses, alumni, and all other sources of revenue. The Treasurer, in conjunction with the president, is responsible for the maintenance of the club's financial accounts. The Treasurer will also handle merchandise orders or fundraising.

4.) Match Secretary: The Match Secretary is in charge of the club's match scheduling and reserving field or gym space for practices and home matches. The Match Secretary is responsible for handling game day operations including, but not limited to, preparing the field for matches, creating a travel roster/organizing rides for away matches, confirming match locations, confirming referees, confirming Athletic Trainers, and setting up post game socials.

5.) Public Relations Manager (PRM): This member is in charge of social media accounts, advertising, seeking sponsorships, and maintaining alumni relations. The Public Relations Manager may form a PR Committee in order to help and expand her operations. Will maintain email lists, mailing lists, and compose letters to media, letters to sponsors, membership lists, meeting minutes.

APPOINTED POSITIONS

This position is appointed by the majority vote of the executive council. These positions with their responsibilities are as follows:

- 1) Head Coach: The Head Coach does not need to be a member of the Women's Rugby Club of Clarion University or a member of Clarion University.
 - a. Selection: The Head Coach is appointed by majority vote by the Executive Council, from a pool all who expressed interest in the position. In the event no candidate receives majority, the top two candidates are selected and a vote is taken between the two. In the event of a 50/50 tie between two candidates, the President shall cast the deciding vote after hearing five minute, uninterrupted, oral arguments from both candidates and the remaining executive council.
 - b. Powers: The Head Coach has the absolute authority to run practices and make attendance policies. In the event a person disagrees with the Head Coach's decision Players may bring their disagreements up with the Executive Council at any time except during practices. The Head Coach's power may be revoked by a 2/3 majority vote by the Executive Council at any time. The Head Coach also has the ability to choose positions for players and determine who will start or play.
 - c. Assistant Coach: The Head Coach may appoint any number of Assistant Coaches; however, each appointment must be approved by a majority confidence vote by the Executive Council.
 - d. Pay: The Head Coach may receive compensation for services provided as available by the Club. Compensation will be deliberated by the Executive

Council and if funds are available, funds will only be dispersed after a majority vote in favor by all members at a called meeting by the President.

DUES

No dues will be collected without majority vote at whatever meeting the dues are brought forth. Dues may be collected for the following reasons:

- 1) Equipment repairs if no other means to repair the equipment is available.
- 2) Union Dues, if no other means to pay these is available, and the executive council deems them necessary for the upcoming semester, year or season.
- 3) Travel expenses, if no other means to pay for these is available.

MEETINGS

Formal meetings shall be held once every semester on a day decided by the current president to vote for absent positions and discuss any business necessary or desired for the continuation of the club. Absent members may cast their vote within 24 hours of the elections by notifying the president of their choice. No quorum is needed to vote.

Robert's Rules of Order-Revised shall be used to maintain order in these meetings. A formal meeting will be conducted between the end of the Fall season and the last week of the Fall semester to vote for the following year's executive council members. The current president will preside over this meeting, and the newly elected president will take over on the first academic day of the Spring semester.

CONSTITUTION

Adoption: A majority vote must be achieved to adopt this constitution. After achieving majority vote, it will take effect when approved by the Office of Student Activities.

Amendments: Amendments may be proposed by any member during meeting and two-thirds vote must be achieved to adopt. It will take effect when approved by the Office of Student Activities.