

Article I - Organization Name
Georgia Southern Womens Rugby

Article II- Purpose

Committed to furthering competitive womens rugby in the southern region, providing opportunity to students in an athletic environment, and encouraging lifelong friendships.

Article III- Membership

Section 1: Membership Statement

(a) Membership is limited to students enrolled in Georgia Southern University/East Georgia College who pay an activity fee.

(b) This organization does not discriminate based on race, color, sex, sexual orientation, religion, political affiliation, disability, national origin, age, or veteran status.

(c) This organization will not initiate, participate in, or be witness to any act that inflicts, or intends to inflict physical or mental harm or discomfort, or which may demean, disgrace, or degrade any person regardless of location, intent, or consent of participation. The definition of hazing can be found in the Georgia Southern University Club Sports handbook.

(d) The participation of qualified people may be limited based on inability to pay dues.

Section 2: Recruitment

Recruitment shall take place throughout the year and membership is open at all times.

Section 3: Revocation of Membership

(a) Membership may be revoked without mutual agreement for non-participation, misconduct, or violations of any provisions of the Constitution.

(b) The member will be notified in writing of the possible revocation at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal.

(c) Membership can only be revoked upon a $\frac{2}{3}$ majority vote of eligible members. Revocation of membership will be valid for three (3) semesters.

Article IV- Officers

Section 1: Eligibility

All officers of Georgia Southern Womens Rugby must be enrolled at least part time at either Georgia Southern University or East Georgia College.

Section 2: Titles and Duties

(a) The offices of this organization shall include a President, Vice President, Treasurer, Public Relations, Back's Captain, Forward's Captain.

(b) Not all offices must be held at one time.

(c) No officer will be permitted to hold more than one officer position.

(d) All officers shall retain voting rights.

(e) Any officer may be re-elected.

(f) Officers cannot be reappoint themselves but must be re-elected.

(g) The President shall:

-Supervise the activities of the organization.

-Attend club sports council meetings throughout the year.

- Preside over all meetings.
- Coordinate travel information including roster lists, van documents, etc.
- Ensure all officers are performing their duties as defined in the Constitution.
- (h) The Vice President shall:
 - Assist in updating the team website, orgsync, email, facebook, and twitter accounts.
 - Coordinate all fundraising events.
 - Assist the President in her duties.
 - Assume the President's responsibilities in her absence.
- (i) The Treasurer shall:
 - Keep an accurate account of all funds received and expended.
 - Be responsible for collecting dues and notifying members who are delinquent in their payments.
 - Be responsible for creating budget reports at the beginning of each Fall and Spring semester and as requested by the President or CRI faculty/staff advisor.
 - Book hotel and/or restaurant reservations for travel or special events.
 - Assist the President in any special projects.
- (j) The Public Relations shall:
 - Coordinate all recruiting events.
 - Use media to promote team events throughout campus.
 - Continually update the team website, orgsync, email, facebook, and twitter accounts.
- (k) The Captains shall:
 - Be role models on and off the field.
 - In the absence of a coach, coordinate practices, playing roster, and match schedule.

Article V- Selection of Officers

Section 1: Eligibility to Hold Office

Only active voting members who meet the requirements previously stated are eligible to hold office.

Section 2: Eligibility to Vote

Voting members must be an active member at least one month prior to voting.

Section 3: Nomination and Election Process

(a) The nomination of officers shall occur no later than three weeks before Spring final exams.

(b) Any eligible member present may nominate someone or themselves for office by verbally nominating the individual during this procedure. The nominee must be considered an eligible member.

(c) Absentee ballots and proxy ballots are not permitted in the nomination or election process.

Section 4: Election Process

(a) The election of officers shall occur no later than three weeks before Spring final exams.

(b) The nominated candidates will be given a chance to address the organization to discuss her qualifications and reasons why they should be selected.

(c) Once each candidate has had the opportunity to speak, all eligible members present will have the opportunity to vote by secret ballot.

(d) The current highest-ranking officer not running for office will tabulate all votes. This person shall also announce the officer with a simple majority of votes cast by eligible members.

(e) The newly elected officer will shadow the current officer of the same position to learn roles and necessary procedures. The new officer shall take office immediately after the end of Spring semester.

(f) In the event of a tie, a new discussion will be held followed by a re-vote of the tied members.

Section 5: Term of Office

(a) The length of office shall be no longer than one calendar year.

(b) Newly elected officers shall take office immediately after Spring semester and their term will end at the same time the following year.

Article VI- Officer Vacancies

Section 1: Removal of Officers

(a) Any officer may be removed from office upon a $\frac{2}{3}$ majority vote of eligible members.

(b) The officer will be notified in writing of possible termination or removal at least 48 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal.

Section 2: Resignation

(a) Officers no longer wishing to serve on the board must submit their resignation to the President at least two (2) weeks in advance.

(b) Prior to the officers final day she shall provide all documents relating to the organization and brief her replacement of current projects in her care.

Section 3: Filling Vacant Officer Positions

(a) In the event an officer is removed or resigns, the nomination process previously stated will take place at the next scheduled meeting.

(b) The election process will take place as previously stated at the next scheduled meeting.

(c) The newly elected officer term shall start immediately and end at the same time as previously stated.

Article VII- Voting and Parliamentary Procedures

Section 1: Quorum

The quorum required is more than half of the active team roster, including at least three officers.

Section 2: Voting

Active voting membership will be limited to all students who are active members for at least one month and in good standing.

Article VIII- Advisor

Section 1: Role

(a) The advisor shall serve as a mentor to the organization providing guidance to the officers and members.

(b) The advisor has no voting rights.

(c) The advisor position has no term limit other than he/she must be a current GSU faculty or staff member.

Article IX- Finances

Section 1: Membership Dues

- (a) Membership dues have the right to change from year to year, based on team goals and needs. Members have the right to know what fees are based on.
- (b) Membership dues will be collected by a date previously set by the Treasurer. Any interested party wishing to join the group may pay dues at any time after dues collection.
- (c) As previously stated, a person may be denied participation due to inability to pay dues. If a member is not able to pay dues, payment plans will be made.

Section 2: Spending Organization's Money

- (a) For the protection of the organization and its officers it is required that two authorized signatures sign all monetary transactions.
- (b) Organizational funds may be spent on items approved by the Treasurer/Club Sports Advisor.

Section 3: Dissolution of Organization

In the event that the organization ceases to exist, any funds remaining in the organization's account shall be determined by the current officers and advisor.

Article X- Amendments

- (a) Amendments to the constitution must be proposed in writing to the President.
- (b) The amendment must then be presented to the organization during a scheduled meeting and should include a full explanation and/or rationale for the amendment.
- (c) The amendment must be voted on at the next scheduled meeting.
- (d) The amendment shall not take effect until approved by a $\frac{2}{3}$ majority vote of eligible members of the organization.

History of Constitution

Created: 4th day of December in the year 2011 by Simone Colas, Alina Kennedy, and Morgan Koon.

Reference: Club Sport's sample constitution.

Bylaws of Georgia Southern Womens Rugby

Bylaw I. Coaching

- (a) Coaches are an elected position determined by the quorum.
- (b) In the event of a coach, responsibilities may include: roster, running practice, fitness plans, team goals, scheduled matches, assigned referees, etc.
- (c) Contracts are to be signed with each coach determining payment and expectations.
- (d) In the event of an unfilled position, the responsibilities fall to the elected captains.