

Utah State University Women's Club Constitution

Article I: Name

The Name of the organization shall be the Utah State University Women's Rugby Club.

Article II: Statement of Purpose

The purpose of this organization shall be to teach and improve rugby skills to female players, to promote team spirit through competitive games with other women's rugby clubs, to provide athletic conditioning, and to recognize and promote the national growth and interest of women's rugby.

Article III: Membership

- A. Membership in the USU Women's Club shall be open to any female full-time USU student.
- B. Members are expected to pay seasonal dues of \$100.
- C. Members are expected to attend practices regularly.
- D. Members shall follow USU policies and conduct themselves responsibly.
- E. Contingent upon fulfilling the aforementioned guidelines, members are eligible to play in games, tournaments and to participate in social activities.

Article IV: Meetings

- A. The Club plays two seasons a year.
 - 1. The fall season lasts from mid-September to mid-November.
 - 2. The spring season lasts from mid January to the beginning of May.
- B. Practices occur Tuesday/Thursday from 5:00 – 7:00pm outside, weather permitting, or indoors when allowed by USU unless otherwise notified by the Coaches.
- C. There are regularly scheduled Saturday games throughout both seasons as well as tournaments.
- D. Attendance at practices is required of all Club members, with potential conflicts with academic and work schedules taken into consideration.

Article V: Executive Committee

The Executive Committee will record the details of their responsibilities and actions over their terms of office and passed down to each new Officer. If an Officer does not fulfill her responsibilities to the satisfaction of the majority of the Officers, or does not meet the obligations of active team members described in Article III: Membership, she may be asked by that majority to resign her position which would become open to re-election by the team at the earliest opportunity.

A. President

1. Moderates officer and team meetings.
2. Deals with coordination of matters between the Club, the administration, the Head of Club Sports, the Student Senate and the Athletic Association.
3. Works with the VP/Treasurer to establish a budget with the advice and consent of the Executive Committee and USU Student Clubs.
4. Shall appoint committees and committee chairs when necessary.
5. Shall serve as Club liaison to the training room and be in charge of administering training room protocol and information to the Club.
6. Responsible for arranging USU space for practices, games, and meetings.
7. Shall review the constitution with the Executive Committee at the beginning of each season and make necessary changes.
8. Shall run Club elections at the end of the spring semester and shall facilitate election of new replacement officers.
9. Shall be responsible for filing CIPP and collegiate eligibility forms to USA Rugby and the Utah Union with the secretary.
10. Shall serve a term of one year.

B. Vice President/Treasurer

1. Shall be responsible for the Club's funds and shall keep account of all receipts and expenditures.
2. Shall meet with the President each fall and spring to draft the Rugby Club budget for the following year subject to the advice and consent of the Executive Committee.
3. Shall submit and provide support for the Club budget with the President at the Senate Finance Committee Meetings and/or the Athletic Association Meeting.
4. Shall serve to assist the President in the administration of the Club.
5. Shall serve a term of one year.

C. Secretary

1. Shall be responsible for keeping minutes of all meetings involving the Club.
2. Shall be in charge of ordering/keeping track of team merchandise.
3. Shall be the contact person for the team and be responsible for updating the website with current schedule, players, constitution and any other information each semester unless otherwise delegated.
4. Shall be responsible for updating the player contact list and submitting it to all the players each semester.
5. Shall be the moderator of the Logan-Steve Yahoo! Group and ensure players are members.

6. Shall be responsible for getting players to fill out CIPP cards and collegiate eligibility forms each semester with the president.
7. Shall serve a term of one year.

D. Fundraising Chair/Social Chair

1. Shall be in charge of raising funds for the required amount according to the Club's budget and working in close coordination with the VP/Treasurer.
2. Shall be responsible for finding locations for all parties.
3. Shall be responsible for the organization of all rugby social events.
4. Shall organize the awards banquet which occurs at the end of the spring semester in conjunction with the Executive Committee.
5. Shall serve a term of one year.

E. Match Secretary

1. Shall be responsible for scheduling the number of matches specified in the Club's budget.
2. Shall secure the schedule for the season as early as possible in conjunction with Utah Union Representative.
3. Shall be responsible for submitting a copy of the schedule to all team members.
4. Shall be responsible for directions to all away games/tournaments.
5. Shall be responsible for coordinating transportation for all away games/tournaments.
6. Shall be responsible for confirming Referees for all home games.
7. Shall secure lodging for away games/tournaments.
8. Shall be responsible for game equipment and jerseys for each game, or delegate a team member to be responsible.
9. Shall serve a term of one year.

F. Public Relations Chair

1. Shall be responsible for establishing and maintaining a Club alumnae network.
2. Shall be in charge of recruitment for both seasons.
3. Shall be responsible for advertising home games (A-frame, TSC, etc.).
4. Shall be responsible for all advertising, flyers, and publicity of the Club.
5. Shall be responsible for ordering recreational team clothing as needed.
6. Shall serve a term of one year.
7. Shall be responsible for charitable activities and community outreach.

G. Field Captains

1. There shall be two field captains elected by the team each fall: Forwards and Backs, one from the forward pack and one from the backline. One field captain will be designated as the team captain for games, and the other will be designated as co-captain. If the team captain is not present for a game, the co-captain will assume her responsibilities.
2. Shall be responsible for establishing a professional working relationship with the Coaches.
3. Shall be responsible for leading team practices in conjunction with the Coaches.
4. Shall sit on the Selection Committee with the Coaches and be responsible for creating team line-ups preceding each game which allows all regularly attending players adequate playing time.
5. Shall serve a term of one year.

Article VI: Elections

- A. Elections for the Executive Committee will be held at the end of the spring season and elections for the Field Captains will be held every semester.
- B. Team members may run in consecutive seasons or years.
- C. Team members may be on the Executive Committee and be a Field Captain.
- D. A majority vote of team members is necessary to win all offices.
- E. Nominations shall be vocally announced and followed by the acceptance of the nominated.
- F. Voting shall be by secret ballot.
- G. Any vacancies shall be filled by another club vote.

Article VII: Funds

- A. The Club will apply annually to the Student Senate for yearly funds to cover the cost of equipment, transportation, Referees, and publicity.
- B. The Club will supplement Student Senate funding with membership dues and the proceeds from its own fundraising.

Article IX: Affiliations

- A. The Club will participate in Utah Union.

Article X: Coaching

- A. The Coaches shall have played rugby extensively and have adequate coaching skills.
- B. The Coaches must establish a professional working relationship with the team through the Field Captains.
- C. The Coaches must establish a professional working relationship with other team Coaches and administration of the Utah Union.

Article XI: Ratification / Amendments

- A. The Constitution and/or amendments will be presented to the Executive Committee each semester and must be passed by a 50% plus one vote.

Constitution last revised 5/2008

PLAY RUGBY!