Constitution of Sports Club Council at WMU

Preamble

The official name of this organization shall be the Sports Club Council; hereinafter called the SCC.

Article I: Purpose

1) To serve as an advisory board for the Sports Club Programs at Western Michigan University.
2) To establish an effective liaison with the university to obtain facilities and practice space for club activities.
3) To assist in the conduct of individual club activities and provide guidance in budget and publicity matters.

Article II: Membership

1) Participation in the SCC or any club sport must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

2) A club sport cannot qualify as a club sport unless all of its officers and a majority of its members are currently enrolled at Western Michigan University.

3) Divisions of Club Sports

   Established:
   - Must be Registered RSO
   - Meet minimum number of players/members to compete
   - Actively competing with scheduled practices
   - Member of National/Regional Organization
   - Have a club advisor
   - Attend SCC meetings per the by-laws
   - Must generate revenue for the club outside of SCC funding
   - Have voting rights during SCC meetings they are present for
   - Able to present and ask for allocations

   Developing:
   - Attend 1 semester of SCC meetings per the by-laws
   - Must be Registered RSO
   - Demonstrate the roles of an established club
   - Able to ask for funding for
     - Workshops to assist in the development of club
     - Recruitments and/or Tryout dates
Article III: University Compliance  
a. The SCC and its membership shall comply with all Western Michigan University regulations and local, state, and federal laws.

Article IV: Executive Officers  
1) Executive Officer Duties  
a. President  
i. Call general and executive meeting  
ii. Create agenda for meetings  
iii. Act as speaker at general meetings  
iv. Meet with faculty advisor on a weekly basis  
v. Consult Treasurer about any matters pertaining to budgeting and allocations  
vi. Set goals  
vii. Represent SCC at university meetings/functions involving SCC business  
viii. Represent SCC in the Western Student Association (WSA)  
1. If unable to attend WSA meetings, another board member must attend meetings  
a. If no board member can attend WSA meetings, a WSA Representative shall be elected from the SCC membership  
b. Vice President  
i. Preside in the absence of President  
ii. Consult President about agenda  
iii. Consult President on goals for the upcoming year  
c. Treasurer  
i. Manage any paperwork pertaining to budgeting and allocations  
ii. Manage allocation meetings  
iii. Report about financial matters at general and executive meetings  
iv. Manage off campus bank account  
d. Secretary  
i. Record minute at general and executive meetings  
ii. Take attendance at general meetings  
iii. Maintain contact information for all club sports  
iv. Organize all paperwork pertaining to general membership  
e. WSA Representative (if needed)  
i. Attend weekly WSA meetings  
ii. Vote on behalf of the SCC at WSA meetings  
iii. Report to general and executive meetings on matters discussed in WSA meetings  

2) Executive Officer Requirements  
a. At least 1 year of experience in the SCC  
b. Minimum GPA of 2.75  
c. Demonstrates organizational and leadership qualities  
d. Executive officer of the club sport  

3) Executive Officer Terms  
a. Officers shall serve a 1 year term length with an unlimited number of terms  
b. Terms shall begin and end at the end of the spring semester  

4) Officers may resign from their duties at any time. In the event of this occurrence an emergency election will be held for the vacant position
5) Executive Officer Meetings
   a. Meeting shall be held at the discretion of the executive board
   b. The faculty advisor shall be in attendance at executive meetings
   c. Decisions will be made by a majority vote

6) Officer Election Process
   a. One meeting prior to set election date, nomination can be made for all officer positions
   b. On election day each nominee will stand before the SCC and explain why they should be elected for said position
   c. Voting will be done using a secret ballot

7) Executive Officer Removal Process
   a. If at any time a general member feels that an Executive Officer is not fulfilling their duties, they may make a motion for the impeachment of said officer
   b. The general member will then be given the floor to please their case against said officer
   c. Floor will then be opened for a debate
   d. Voting will then take place
   e. If impeached:
      i. Normal officer election process will take place (Article III Section 6)

Article V: Faculty Advisor
1) Responsibilities of Faculty Advisor
   a. Attend all meetings, general and executive
   b. Consult club sports if needed
   c. Assist new executive board members if needed
   d. Full voting privileges in SCC
   e. Serve on Allocations Committee

Article VI: Meetings
1) General membership meetings shall be held on a bi-monthly basis\n2) The executive board with the approval of the faculty advisor will create an agenda
3) The most current edition of Robert’s Rules of Order shall be followed at all times
4) Emergency Meeting
   a. Shall be called by the President and Faculty Advisor
   b. Members will be notified of emergency meeting by email no less than 1 day in advance
5) Attendance
   a. Will be taken verbally by President and recorded by the Secretary

Article VII: Non-Hazing
1) Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may engender, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person’s consent or lack of consent.

Article VIII: Dues and Budgets
1) No dues shall be charged for membership of the SCC
2) SCC Operating Budget
   a. Budget shall be created and maintained by the Treasurer
   b. Budget shall be reevaluated at the end of each school year and changes will be made if necessary

Article IX: Standing Committees
1) Allocations Committee
a. Act as the allocation board of all Student Assessment Fee monies under the SCC’s jurisdiction
b. General membership and faculty advisor must approve funding guidelines set forth by allocations committee by a 2/3 vote
c. Meetings will be held outside general membership meetings
d. SCC Treasurer acts as Allocations Committee Chair

2) Classification Committee
a. Review and categorize all clubs into one of the four categories
b. Shall consist of an odd number of members
c. Meetings will be help outside general membership meetings

**Article IX: Amendments**

1) Eligible voting members will be notified of proposed amendments at meeting
2) A ¾ vote is required for the ratification of all amendments