

Constitution of  
Commonwealth University Bloomsburg Women's Club Basketball

**PREAMBLE**

To provide the Commonwealth University Bloomsburg students with an opportunity to participate competitively in basketball while making lifelong friends through common interest and creating memories that will not be forgotten.

**ARTICLE I: COMMONWEALTH UNIVERSITY BLOOMSBURG WOMEN'S CLUB BASKETBALL**

Section 1.) The name of this organization is, and shall be, Commonwealth University Bloomsburg Women's Club Basketball.

Section 2.) The acronym of this organization is, and shall be, Commonwealth University Bloomsburg Women's Club Basketball (CUBWCB).

Section 3.) CUBWCB is not currently affiliated with the National Club Basketball Association (NCBBA). CUBWCB will attempt, with support from active members, to be affiliated with a basketball league like the National Club Basketball Association (NCBBA) in the future.

**ARTICLE II: GOALS/MISSION OF COMMONWEALTH UNIVERSITY BLOOMSBURG WOMEN'S CLUB BASKETBALL:**

Section 1.) **Mission**

The mission of the Commonwealth University Bloomsburg Women's Club Basketball is to provide students the opportunity to participate in a competitive sports club against other intercollegiate teams and to enhance their collegiate experience by providing a well-rounded education through physical, social, and leadership development.

Section 2.) **Goals**

The goals of Commonwealth University Bloomsburg Women's Club Basketball are:

- a.) Our goal is to provide structured practice and workout routines for members. The Executive board will provide a routine schedule for students to achieve time management skills.
- b.) Improve fitness and basketball skills through conditioning and drills such as scrimmages and shooting drills to help grow as an individual and as a team.

**ARTICLE III: MEMBERSHIP/RECRUITMENT OF CLUB BASKETBALL**

Section 1.) **Basic Eligibility:**

Any current Commonwealth Bloomsburg University student is eligible to express interest in joining CUBWCB. Commonwealth University Bloomsburg does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, age, national origin, ancestry, disability, or veteran status in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies.

Section 2.) **Additional Eligibility Requirements:**

To be a member of Commonwealth University Bloomsburg Women's Club Basketball:

- a.) No prior basketball experience is required.

Section 3.) **Recruitment:**

The methods in which Commonwealth University Bloomsburg Women's Club Basketball, will use to promote and recruit members shall be:

- a.) Social Media – Instagram and Facebook.
- b.) Commonwealth University Bloomsburg Activity and Involvement Fair.
- c.) Information tables at the Student Recreation Center.

Section 4.) **Active Membership:**

To be considered an active member with voting rights within Commonwealth University Bloomsburg Women's Club Basketball:

- a.) Attend 70% of games and practices.
- b.) Maintain a 2.0 GPA each semester.
- c.) Submit Dues to the Executive Board by a set date. The Executive Board will set the dues prior to August 1st. If a member cannot pay dues in a given semester, then the team will coordinate fundraisers with the expectation that the member would participate in the fundraisers as a means to acquiring the dues needed for that semester.

**ARTICLE IV: MEETING FOR GENERAL ORGANIZATION BODY**

Section 1.) Commonwealth University Bloomsburg Women's Club Basketball shall organize a minimum of 1 open general meeting per semester for the organization's general body.

- a.) Meetings will be held 10 minutes prior to all practices as a catch-all. Practices will be held one to two times a week at the Student Rec Center.
- b.) All practices will be held in-person unless COVID-19 protocols are initiated by Commonwealth University Bloomsburg in the afternoons or evenings.

Section 2.) If a special meeting is needed for members of Commonwealth University Bloomsburg Women's Club Basketball, the President shall declare this meeting within a 24 hours' notice.

- a.) Any voting member could request a special meeting and contact the President, after which the President will call a special meeting through the GroupMe chat.

Section 3.) If a member is absent from a practice:

- a.) Members should relay this absence to the Secretary 24 hours prior to the meeting/practice

- b.) All absences will be discussed as an executive board to determine if they are excused or unexcused. If you have to be absent due to injury, illness, or circumstances beyond your control (e.g. death in the family, etc.) would be considered an excused absence. Not notifying anyone on the executive board will be considered an unexcused absence.

- c.) After 5 absences (excused or unexcused) in a given semester, then the member will have a meeting with the exec board and their status on the team will be reviewed. Review may include possible removal as an official member of the team for that given semester/season.

Section 4.) **Quorum:**

To conduct a vote on any organizational matter at an open general meeting, 60% of the active members must be present in order to proceed with an official vote.

Section 5.) Robert's Rule of Order, revised, will be assumed to be the parliamentary procedure used unless stated otherwise in general meetings of the organization's body. Members may review the contents of Robert's Rule of Order in the Committee on Student Organizations portal in Husky Sync under "Documents."

## **ARTICLE V: PROCEDURES FOR THE ELECTIONS OF THE ORGANIZATION**

Section 1.) **Officer Nominations:**

- a.) Those who are active members of our team are eligible to be nominated for a position. As the club approaches election time, those who wish to run for a position must reach out to any active Executive Board member claiming which position they would like to run for and why they deserve the position.

- b.) Elections will be held during the second half of the Spring semester.

- c.) The Executive Board will decide the timeline of acceptance of nomination.

Section 2.) **Voting Procedures:**

- a.) Team members participating in the club will be eligible to vote in the elections.

b.) A document will be emailed to all eligible members, which includes all the nominees and the position they are running for. Only one vote for each position will be allowed. The results will be sent to the Treasurer.

c.) The nominee with the highest number of votes (50% +1) will be elected for that position. If there is a tie, either the President or the Advisor may break the tie.

### Section 3.) **Fulfillment of Vacancies:**

If a position on the executive board of Commonwealth University Bloomsburg Women's Club Basketball becomes vacant voluntarily or a member is asked to step down, the procedure for fulfillment of that position vacancy is as follows:

a.) The club will conduct an election to fulfill the needed position.

b.) Any members who wish to fill the position will reach out to the Treasurer explaining why they deserve the position. The members will have an election the following week. There will be one week's notice of the election before it takes place.

c.) To be eligible for the vacant position, the member must be active within the club and maintain a roster spot.

### Section 4.) **Removal from Office:**

1. a.) If an officer of the executive board decides to resign their position, they must give the highest ranked (Advisor – President – VP – Treasurer – Secretary) executive board member one week's notice. During that week, an election will be declared to fulfill the position needed.

b.) If an officer is recommended to be removed from their position – a conversation will be held with them first – and if the recommendation is continued, then there will be a vote from the active members to decide to remove them from their position. A 50 % + 1 vote is required for the officer removal. If the member is stripped of their position, there will be an election to see who will fill the position in the upcoming week.

c.) If any position becomes open for the next election cycle, then the officer in rank below such position (or the President) will assume the duties of the vacated position until such time as a special election is conducted to fill the vacant role.

## **ARTICLE VI: OFFICERS and DUTIES OF THE EXECUTIVE COMMITTEE**

Section 1.) The Executive Board of Commonwealth University Bloomsburg Women's Club Basketball shall be President, Vice President, Secretary, Treasurer, and Captains

### Section 2.) **Eligibility for Executive Board:**

To be eligible to serve as an executive board member, individuals must:

- a.) Be a member of the team for at least one academic semester.

### Section 3.) **Duties on the Executive Board:**

1. President
  - a. Coordinate logistics for travel, practices, and games.
  - b. Runs social media accounts (Instagram and Facebook)
  - c. Help treasurer with transactions through Husky Fund Account.
  - d. Run all exec board meetings
2. Vice President
  - a. Assist the President with the coordination of travel, practices, and games.
  - b. Know the Presidential duties and be able to fill in if needed.
  - c. Market and promote the recruitment of new and returning members.
  - d. Coordinate referee coverage of games.
3. Treasurer
  - a. Collect and deposit dues from team members by Midterms.
  - b. Responsible for maintaining community activities budget, provided each fiscal year.
  - c. Maintain finances through Husky Fund Account.
4. Secretary
  - a. Coordinates the ordering, inventory, and distribution of uniforms.
  - b. Helps the Treasurer with charitable events, fundraisers, and sponsorships.
  - c. Records and maintains meeting minutes, which will be kept in our Google Drive.
  - d. Monitors active members' attendance, including absences.

### Section 4.) **Captains**

1.) The current executive board members may act as captains. Together the captain will be responsible for the following:

- a) Help run practices, workouts and make decisions during games.
- b) Encourage teammates to be competitive and show sportsmanship.

## **ARTICLE VII: MEETINGS FOR ORGANIZATION EXECUTIVE BOARD**

Section 1.) Commonwealth University Bloomsburg Women's Club Basketball shall organize and conduct a minimum of two executive board meetings per semester for the organization's executive board.

a.) Meetings will be help on a monthly basis with the option to invite our advisor if needed.

b.) All meetings will be held in-person unless COVID-19 protocols are initiated by Commonwealth University Bloomsburg.

Section 2.) If a special meeting is needed for Executive Board members of Commonwealth University Bloomsburg Women's Club Basketball, the President shall declare the meeting within 24 hours.

Section 3.) If an Executive Board member is absent from a meeting:

- a.) All communication will be shared via our Executive Board group chat and GroupMe.
- b.) If more than one person is not able to make the meeting, it will be rescheduled.

Section 4.) Robert's Rules of Order, revised, will be assumed to be the parliamentary procedure used unless stated otherwise in general meetings of the organization's body. Members may review the contents of Robert's Rule of Order in the Committee on Student Organizations portal in Husky Sync under "Documents."

## **ARTICLE VIII: ADVISOR OF ORGANIZATION**

Section 1.) **Selection of Advisor:**

The advisor must be a current CU faculty or staff member.

- a.) The advisor will be decided through a majority vote by the general assembly. This vote would be 50% + 1 of the active members.
- b.) The Advisor needs to be reelected by the active members every year.
- c.) Current students may not serve in the capacity of an advisor.

Section 2.) **Roles and Responsibilities:**

The advisor of Commonwealth University Bloomsburg Women's Club Basketball is expected to serve group by:

- a.) Attend the first general interest meeting of the semester, minimally.
- b.) Act as a promoter for the organization.
- c.) Help solve internal conflicts like voting disputes.
- d.) Reserve campus space for club usage.
- e.) Sign off on financial paperwork or traveling expenses.

Section 3.) **Advisor Removal/Vacancy Fulfillment**

a.) If the organization would like to make a change in who their advisor is, reasoning must be given as to why the change would like to be made and a majority (50% + 1) vote of active members will be held to remove the advisor.

b.) If an advisor resigns from the position, the Executive Board must be notified with reasoning as to why, via email.

c.) If a change in an advisor occurs, the Commonwealth University Bloomsburg Women's Club Basketball will immediately notify Kehr Student Union and Student Involvement and update their Husky Sync portal. A discussion will occur regarding an interim advisement plan for the organization until a new advisor is identified.

**ARTICLE IX: AMENDMENT TO CONSTITUTION**

Section 1.) Procedure for proposing amendments: Amendments to the Constitution must be presented two weeks prior to the ratification vote and may be initiated by any officers or members of the organization.

Section 2.) Procedure for adoption of amendments: Amendments must be approved by three-fourths (3/4) vote of the Executive Committee and ratified by a simple majority vote of the member students. Amendments to any article or section of the Constitution shall render each and every previously recognized corresponding article or section null and void.

Section 3.) All amendments are subject to the approval of the Committee on Student Organizations (COSO), Kehr Student Union and Student Involvement, and Community Government Association (CGA) of Bloomsburg University.

Section 4.) All submissions of amendments must be provided through Husky Sync (unless otherwise instructed by COSO or KUOSI) for review.

**ENACTING CLAUSE**

This Constitution and Bylaws of Insert official Student Club or Organization Name shall become active upon the print and signatures of both the organizational president and the advisor of said such organization as well as the approval from the Committee on Student Organizations (COSO).

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Club President (Please Print)                      Signature of Club President                      Date

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Club Advisor (Please Print)                      Signature of Club Advisor                      Date

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COSO Parliamentarian

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Signature of COSO Parliamentarian

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Date