

Constitution
of
Bloomsburg Women's Wrestling Club

PREAMBLE

The *Bloomsburg Women's Wrestling Club* shall exist to provide a safe, comfortable environment that allows female students the opportunity to learn about and engage in the sport of wrestling and create friendly bonds with other club members.

ARTICLE I: NAME & AFFILIATION STATUS OF ORGANIZATION

Section 1.) The name of this organization is, and shall be, *Bloomsburg Women's Wrestling Club*.

Section 2.) The acronym of this organization is, and shall be, *BWWC*.

Section 3.) There is no affiliation outside of Commonwealth University Bloomsburg.

ARTICLE II: GOALS/MISSION OF ORGANIZATION

Section 1.) The mission of *Bloomsburg Women's Wrestling Club* is to provide a safe, comfortable, and engaging environment for female students to participate in the sport of wrestling.

Section 2.) The goals of *Bloomsburg Women's Wrestling Club* are:

- a. Teach members the fundamentals of wrestling and build upon existing knowledge of the sport.
- b. Provide a safe space for female students to increase strength and agility by participating in wrestling.
- c. Compete in available wrestling tournaments if desired by members.
- d. Uphold university procedures as listed in the pilot.

ARTICLE III: MEMBERSHIP/RECRUITMENT OF ORGANIZATION

Section 1.) **Basic Eligibility:** Any current female Commonwealth University Bloomsburg student is eligible to express interest in joining *Bloomsburg Women's Wrestling Club*. *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 *Bloomsburg Women's Wrestling Club*, an individual also must:

- a. Dues/Fees will not be collected.
- b. Members must be in good academic and social standing at Commonwealth University Bloomsburg.
- c. Members must be interested in the sport of wrestling and have a desire to learn more about it.

Section 3.) **Recruitment:** The methods in which *Bloomsburg Women's Wrestling Club* will use to promote and recruit new members shall be:

- a. Social media outreach and publicity.
- b. Attending the campus involvement fair and other tabling events.
- c. Collaborating with other clubs on campus.
- d. Posting flyers around campus.
- e. Outreach on the quad.

Section 4.) **Active Membership:** To be considered an active member with voting rights in the *Bloomsburg Women's Wrestling Club*, an individual must:

- a. Attend 50% practices minimum per semester.
- b. Participate in one fundraiser per semester.
- c. Register on IMLeagues and complete forms/waivers.

ARTICLE IV: MEETINGS FOR GENERAL ORGANIZATION BODY

Section 1.) *Bloomsburg Women's Wrestling Club* shall organize and conduct a minimum of 14 open general meetings per semester for the organization's general body.

- a. Meetings are generally held on a weekly basis after the first practice of the week.
- b. Meetings will be held on campus and made accessible to all members.

Section 2.) If a special meeting is needed for members of the *Bloomsburg Women's Wrestling Club*, an executive board member may call the meeting with a minimum of three days' notice, and meetings will be communicated via GroupMe.

Section 3.) If a member is absent from a general and/or special meeting,

- a. Members must communicate absences from practice to president via GroupMe minimum two hours prior to practice.
- b. Five or more unexcused absences may result in active membership revoked until the following semester. Executive Board will meet to discuss any membership issues and render a decision within a week after the fifth unexcused absence has been documented.

Section 4.) **Quorum:** In order to conduct a vote on any organizational matter at an open general meeting, 75% of active members must be present at the meeting.

Section 5.) Robert's Rules of Order, revised, will be assumed to be the parliamentary procedure used unless stated otherwise in general meetings of the organizations body. Members may review the contents of Robert's Rule of Order in the CGA portal in HuskySync under "Documents" or contact the Community Government Association (CGA).

ARTICLE V: PROCEDURES FOR THE ELECTIONS OF THE ORGANIZATION

Section 1.) **Officer Nominations:**

- a. To be nominated for an executive board position, members must be an active member for at least one semester.
- b. Elections will be carried out yearly, one week prior to the final practice in the Spring semester.
- c. Nominations must be accepted prior to practice of election.

Section 2.) **Voting Procedures:**

- a. All active members are permitted to vote in an election.
- b. Voting will be conducted electronically via a Microsoft form.
- c. The winner of the election will be the person who has the 50% +1 votes.

Section 3.) **Fulfillment of Vacancies:** If a position on the executive board of *Bloomsburg Women's Wrestling Club* becomes vacant voluntarily or a member is asked to step down, the procedure for fulfillment of that position vacancy is as follows:

- a. A member will be appointed by the remaining executive board to fill the position.
- b. The executive board will fill the position within one week of the vacancy.
- c. Appointed member must be an active member of club for at least one semester.

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

- a. If an officer of the executive board decides to resign their position, they must communicate reason for resignation to executive board at the next meeting.
- b. If it is recommended that an officer of the executive board be removed from their position, recommender must write an email to an executive board member stating reason for removal.
- c. After email is received, the executive board will meet with the officer to discuss the concerns first and identify if issues can be resolved. If no action plan or resolution can be agreed upon, then the executive board will discuss and vote at a special meeting regarding the officer's ability to retain their position. A 50% + 1 vote amongst the remaining executive board members would be needed for removal of an officer.

- d. If an officer's position becomes unexpectedly vacant, other officers will split the duties of the officer until the vacancy is filled. Vacancies will be filled within one week.

ARTICLE VI: OFFICERS and DUTIES of THE EXECUTIVE COMMITTEE

Section 1.) The Executive Board of *Bloomsburg Women's Wrestling Club* shall be comprised of a president/captain, vice president, secretary, and treasurer.

Section 2.) **Eligibility for Executive Board**: In order to be eligible to serve as an executive board member, individuals must:

- a. Be in good academic and social standing with CU Bloomsburg as verified by the Dean of Students Office.
- b. Have been an active member for at least one semester.
- c. Show good leadership and communication skills.
- d. Show dedication to the club, meetings, and members.

Section 3.) **Duties of the Executive Board "CORE FOUR"**:

- a. President/Captain (CORE FOUR)
 - i. Write practice plan and run practices.
 - ii. Review constitution yearly
 - iii. Meet with advisor to discuss club business.
 - iv. Work with current varsity wrestling coach to schedule wrestling room usage.
 - v. Schedule and communicate practices and other club activities.
- b. Vice President (CORE FOUR)
 - i. Assist in running practices.
 - ii. Regularly update Husky Sync.
 - iii. Run social media page, i.e. Instagram.
 - iv. Find tournaments or competitions in which team or members may compete.
- c. Secretary (CORE FOUR)
 - i. Maintain a log of member attendance.
 - ii. Maintain list of waivers completed on IMLeagues.
 - iii. Note any business addressed at meetings.
 - iv. Place apparel orders.
- d. Treasurer (CORE FOUR)
 - i. Submit budget requests.
 - ii. Disburse money in accordance with campus regulations.
 - iii. Initiate and manage fundraisers.
 - iv. Maintain Husky Fund account in Community Activities Office.

ARTICLE VII: MEETINGS FOR ORGANIZATION EXECUTIVE BOARD

Section 1.) *Bloomsburg Women's Wrestling Club* shall organize and conduct a minimum of 3 executive board meetings per semester for the organization's executive board

- a. Meetings of the executive board are generally held the first week of classes, mid-semester, and immediately following the election.
- b. Meetings will be held on campus and made accessible to all members.

Section 2.) If a special meeting is needed for executive board members of the *Bloomsburg Women's Wrestling Club*, any executive board member may call a meeting with three days minimum notice.

Section 3.) **If an executive board member is absent from a meeting**,

- a. Officer must provide reason for missing the meeting to president 24 hours in advance.
- b. Three unexcused absences from executive board meetings may result in position being revoked.

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 CGA portal in HuskySync under "Documents" or contact the Community Government Association (CGA).

ARTICLE VIII: ADVISOR OF ORGANIZATION

Section 1.) **Selection of Advisor:** The primary advisor must be a current Commonwealth University Bloomsburg faculty or professional staff member.

- a. Executive board members may appoint an advisor for the club. A 50% + 1 vote amongst the executive boards members would be needed to appoint an advisor to the club.
- b. Advisor will serve until they resign or club members vote to remove them.
- c. A secondary advisor may be selected from the local community or a CU/Bloomsburg Alum.
- d. Current students may not serve in the capacity of an advisor.
- e. Graduate student(s) may serve as an assistant to the advisor, but not in replacement of a professional staff member.

Section 2.) **Roles and Responsibilities:** The advisor of the *Bloomsburg Women’s Wrestling Club* is expected to serve the group by:

- a. Working collaboratively with the executive board to reserve campus space for meetings, events, activities, practices, fundraisers and any other initiatives.
- b. Reviewing and completing and administrative paperwork that requires professional oversight including but not limited to financial transactions, travel arrangements, event planning, etc.
- c. Have a baseline knowledge about the sport of wrestling or prior experience in the sport.

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

- a. If the organization would like to make a change in who their advisor is, current advisor will be notified, and new advisor will take over duties.
- b. If an advisor resigns from the position, advisor must notify the executive board, and the president will ask a new Commonwealth University staff member to take over the position.
- c. If a change in an advisor occurs, the *Bloomsburg Women’s Wrestling Club* will immediately notify the Kehr Union Operations Student Involvement at storgs@commonwealthu.edu and update their HuskySync portal. A discussion will occur regarding an interim advisement plan for the organization until a new advisor is identified.

ARTICLE IX: AMENDMENTS 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 Union Operations Student Involvement (KUOSI) and Community Government Association (CGA) Inc. of Bloomsburg University.

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

Enacting Clause

This constitution and bylaws of *Bloomsburg Women’s Wrestling Club* 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).

_____	_____	_____	_____
Club/Organization President	(Please print)	<i>Signature of Club/Org President</i>	Date
_____	_____	_____	_____
Club/Organization Advisor	(Please print)	<i>Signature of Club/Org Advisor</i>	Date
_____	_____	_____	_____
COSO Chair/CGA Parliamentarian	(Please print)	<i>Signature of COSO Chair/CGA Parliamentarian</i>	Date