

University of Northern Iowa Sports Club Council Constitution

(As of October 2011)

Article I: Name

The name of this organization shall be called the University of Northern Iowa Sports Club Council, hereafter referred to as “The Council” or by its acronym “SCC”.

Article II: Purpose

The purpose of the SCC is to provide a student voice to the sports club program at the University of Northern Iowa. The council shall serve to promote student participation, deliver important information to the clubs, recommend policies and procedures, assist with administrative affairs and advise the Sport Club Coordinator on rules of membership, budget, discipline, policy, fundraising, and promotions.

Article III: General Duties, Goals and Objectives

Section I

The SCC will make recommendations to the Sport Club Coordinator and assist him whenever possible.

Section II

The SCC will serve as the liaison between the sport clubs and the Sports Club Program (UNI Wellness and Recreation Services).

Section III

The SCC will evaluate and help develop new and existing policies, guidelines, programs, and functions of the Sport Club program and make advisory recommendations.

Section IV

The SCC will conduct disciplinary hearings and serve as the judicial board for sport clubs and their respective club participants that do not adhere to the policies as outlined in the Sports Club Handbook.

Section V

The SCC will foster relations with other departments, programs, student organizations and student government on campus.

Section VI

The SCC will explore ways to enhance community service and fundraising opportunities for the entire Sports Club program.

Article IV: Membership

Section I

Each Sport Club, with partial or full status, may have one voting student representative on the Council. Provisional, along with probationary status clubs are allowed ex-officio representation (to be elected in the same manner as the council's executive board). Additional ex-officio members may be assigned by Northern Iowa Student Government (NISG). Selected individuals must be:

- A. Club officers of an affiliated club prior to nominations.
- B. Members shall serve a term of one-year duration. This term will begin on May 1st (or the first school day after) and will end on April 30th (or the first school day after) of the following school year.
- C. Enrollment in a degree program for at least 12 hours or enrollment in a program from which a student will matriculate into a degree program for at least 12 hours at the time of election/appointment and maintained throughout.
- D. A minimum 2.5 cumulative GPA at the time of election/appointment is required.
- E. Each representative should remain in good academic standing.

In the event that the student representative for a club is unable to make it to a SCC meeting, a substitute officer from that club may be temporarily appointed.

Section II

The Club Sports Program shall not discriminate against anyone on the basis of race, color, sex or sexual preference, handicap, national origin, or religious affiliation or belief.

Section III

Members may be removed for due cause.

- A. Members may be removed by a **two-thirds** majority vote from the SCC after a 14 day prior notification. A call for such action is to be made by the chairperson or any three members of the elected Executive Board. In case of a tie, the Sports Club Coordinator will be the tiebreaker vote.
- B. They may be removed in the instance that the council member has two unexcused absences (missed fifty percent at club meetings during the semester).
- C. Members removed for cause will be replaced by a replacement officer, which is to be appointed by the club in question.

Section IV

Terms of membership

- A. Members shall serve a term of one-year duration. This term will begin on May 1st (or the first school day after) and will end on April 30th (or the first school day after) of the following school year.
- B. If a member is unable to finish their term, their replacement shall serve for the remainder of that term, ending on April 30th.
- C. Members may elect to serve more than one term.

Section V

Benefits of membership

- A. All sport clubs who have a student representative at any of the SCC meetings will be earmarked \$20.00 (USD) which will go directly into the sport club's allocated budget for the next academic year; pending approval by the Sport Club Coordinator.
- B. Executive Board members of the SCC who fulfill their duties will be earmarked \$40.00 (USD) into their sport club's allocated budget for the next academic year; pending approval by the Sport Club Coordinator.

Article V: Officers (Executive Board)

Section I

The SCC shall appoint by ballot election three students who shall serve on the Sports Club Council Executive Board. The Board will consist of a President, a Secretary and a Treasurer.

President

The Presidents duties include, but are not limited to:

- conducting SCC meetings
- assisting the Sports Club Coordinator with various organizational duties
- representing the SCC on the NISG

Secretary

The Secretary duties include, but are not limited to:

- receiving agenda items via email
- recording SCC meeting minutes; disturbing them to other board members before the next meeting
- calling for the vote during SCC meetings
- taking roll call at council meetings; document absences
- assisting the Sports Club Coordinator with clerical and special projects

Treasurer

The Treasurer duties include, but are not limited to:

- assisting the Sports Club Coordinator with financial recordkeeping
- calling to discussion funding requests and financial issues during SCC meetings
- Monitoring and reporting SCC budget

Section II

Each board member shall serve a term of one year. This term will begin on May 1st (or the first school day after) and will end on April 30th (or the first school day after) of the following school year.

Article VI: Elections

Section I

Election of officers shall take place annually at the regularly scheduled meeting in April or May. Nominations can be sent to the Sports Club Coordinator from a period of 21 days before the election. SCC members will then vote via a ballot of the nominations to elect the new SCC Executive Board.

Section II

Each sport club in good standing and having achieved partial or full status is allowed one vote. In the event of a tie, the Sports Club Coordinator will break the tie with a vote.

Section III

Each sport club may nominate a student member to more than one Executive Board position, or more than one student to one or more positions. However, a student may not serve more than one position at a time.

Article VII: Meetings

Section I

Regular meetings will be held monthly during the nine-month school year at a time and a place set by the Sports Club Coordinator. These meetings typically will be scheduled on the last Wednesday of the month, at 9:00 p.m. in a designated classroom at the Wellness and Recreation Center.

Section II

The Sports Club Coordinator shall provide electronic (e-mail) notice of meeting times and places at least three (3) business days in advance.

Section III

Special meetings may be called by any member of the Executive Board or the Sports Club Coordinator.

Article VIII: Funding

Each year a dedicated amount of student activity fees are devoted to the UNI Sports Club Program through Wellness & Recreation Services of UNI. Sport clubs requesting funding must fill out a SCF-503C form and present their case / reason for requesting funds in front of the Council, who will then debate and vote accordingly. The Council may approve, deny, table or amend the requested amount as it sees necessary.

Article IX: Amendments

Section I

This Constitution may be amended by a two-thirds vote of the SCC at a regular meeting if copies of the proposed amendments have been distributed at the meeting prior to the one in which the vote is taken.

Section II

Amendments, upon the approval of the SCC, shall be recommended to the Sports Club Coordinator, who will act upon the amendment accordingly.

Section III

Amendments will be effective immediately upon ratification, unless otherwise stated.

Article X: Parliamentary Procedure

Meetings shall be conducted according to the means deemed necessary by the council. Typically, *Robert's Rules of Order* will be used.

Article XI: Bylaws

Bylaw(s) changes for the Sports Club Council must be passed by a majority vote of members present at any regularly scheduled meeting. Every member must be e-mailed a copy of proposed Bylaw changes at prior to the next meeting.

Original constitution and bylaws established on the _____ day of the month of _____ in the year 20____ of the Common Era.

_____ President

_____ Secretary

_____ Treasurer

_____ Sports Club Coordinator