

Western Kentucky University

Sport Club Council Constitution

Article I (Name)

Section 1: This organization shall be known as the Western Kentucky University Sport Club Council (SCC) under the jurisdiction of the Sport Club Coordinator, the Sport Club Graduate Assistant, and the Western Kentucky University Intramural-Recreational Sports Department.

Additionally, this club will abide by all policies set forth by Western Kentucky University as well as all state and federal regulations.

Article II (Purpose)

Section 1: The purpose of the council shall be to promote student participation and the WKU Sport Club Program; deliver pertinent information to the clubs; recommend policies and procedures; assist with administrative affairs; and advise the Sport Club Coordinator and Sport Club Graduate Assistant on rules of membership, discipline, policies, fundraising, and promotions. The council is responsible for determining and allocating departmental funding to the clubs.

Article III (Membership/Makeup)

Section 1: The council shall be comprised of a President, Vice President, Treasurer, Secretary, Fundraising & Public Relations, and two council members. Each club may only have one representative on the council, and that representative must be an active member of the club they are representing. However, if less than seven clubs exist, there shall be the number of members on the Council as there are number of clubs. Clubs must be in existence for at least one academic year before they can have a representative serve on the council.

Section 2: Each council member shall have one vote

Each council member will be allowed two absences per semester. If a council member is absent from more than two meetings per semester, this may result in the dismissal from the council.

Moreover, the council will not discriminate based on race, religion, age, gender, ethnic group, national origin, sexual orientation, socio-economic status, or handicap.

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Article IV (Representative Duties)

- Section 1:** *(Responsibilities)* – The responsibilities of council members include, but are not limited to, the following: informing all Sport Club participants of pertinent information; attending all meetings; serving as a liaison between members, council, and the IM Rec. Sports Department; approving budget proposals; assisting in the allocation of departmental funds as needed; recommending disciplinary policies and actions; organizing the Sport Club Annual Awards Banquet; recommending fundraising opportunities, and other duties as assigned.
- Section 2:** *(Officer Election Process)* – Elections shall be held as needed. Individuals may nominate themselves or others. Nominees may address the council on why they should be elected and are required to submit a nomination form applying for the position. Voting shall be conducted by whatever means the standing council deems necessary. A majority vote rules. If a majority cannot be attained, then the Sport Club Coordinator has the deciding vote. Candidates for office shall be informed of the council’s decision within 72 hours of the election.
- Section 3:** *(Executive Board Responsibilities)* – The board members’ duties are as follows:
- **President**
 - Must serve at least 1 semester on the council before taking office
 - Serve 1 semester minimum in office; 2 semesters maximum in office or until [the President’s] successor is elected
 - Must attend and execute all meetings
 - Serves as the public representative of the council
 - Oversees all council activities
 - **Vice President**
 - Must serve 1 semester on the council before taking office
 - Must attend all meetings
 - Will represent council in President’s absence
 - Assist with fundraising projects
 - **Treasurer**
 - Must serve 1 semester on the council before taking office
 - Must attend all meetings
 - Assist President with financial matters including, budgeting and assist Sport Club Graduate Assistant with financial records

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- **Secretary**
 - Must serve 1 semester on the council before taking office
 - Must attend all meetings
 - Take meeting minutes & roll at all council meetings (document absences)
 - Distribute meeting minutes to all council members within 24 hours of the last meeting

- **Fundraising & Public Relations**
 - Serve 1 semester as a member of a club before taking office
 - Responsible for the promotion of sport clubs
 - Responsible for communicating fundraising opportunities to sport clubs

Article V (Meeting Decorum)

Section 1: WKU Sport Club Council meetings will be conducted according to the means deemed necessary by the council.

Article VI (Amendments to Constitution)

Section 1: Amendments to current articles in the constitution or the addition of future articles can be proposed by the council and need a 2/3's majority vote to pass and the approval of the Sport Club Coordinator.

Article VII (Rights of Coordinator)

Section 1: The Intramural-Recreational Sports Department with the Sport Club Coordinator or Sport Club Graduate Assistant acting upon its behalf reserves the right to veto or override any and all decisions of the Council.

Section 2: The Sport Club Coordinator and Intramural Recreational Sports Department reserves the right to alter or change this constitution at any time.