

CAMPUS RECREATION

CONSTITUTION CONTENT

All clubs are required to have a current, up-to-date, and Campus Recreation approved Constitution on file with Campus Recreation. Campus Recreation will assume the policies and procedures outlined in the Club's Constitution will be adhered to by all Club members. Constitutions must have the following articles:

Article I - NAME

State the official name of the Sport Club.

Article II - PURPOSE

State the reasons for the formation of the Sport Club and the Club's objectives.

Article III - MEMBERSHIP

State which people are qualified for membership (must be open to *all* Campus Recreation members).

State what a member must do to be recognized as a full member.

State what rights and privileges a full member has.

State what the procedures are if the membership is limited.

Article IV - MEETINGS

State how many meetings are to be held during the school year, and when and where they are to be held.

State the procedures for calling regular and/or special meetings.

Article V – EXECUTIVE BOARD

State what officers will make up the Sport Club Executive and what their duties will be. All Executives (with the exception of Coaches/Instructors) must be current UWO students.

Coaches/Instructors may be part of the Executive, but are *ex-officio* members.

State procedures for handling vacancies within the Sport Club Executive.

Article VI - ELECTIONS

All members have voting rights (except Coaches/Instructors). Each Executive member may cast only one vote.

State which officers will be selected by the membership, how long the terms of these offices will last, and how many times a person may hold the same office.

State the nominating procedures and when they will take place.

State procedures in case a runoff is necessary.

State the procedures for removing an officer from the Sport Club Executive.

State procedures for dealing with a vacancy if an officer leaves his/her office before the term expires.

Article VII - FUNDS

State procedures for the allocation of all Sport Club funds (revenues and expenses).

Article VIII - AFFILIATIONS

State any affiliations with local, state, provincial, regional, or national organizations.

State adherence of any rules by the sport's governing body.

Article IX – INSTRUCTORS/COACHES

State qualifications desired of an instructor/coach

State the selection process and procedures for acquiring and/or replacing an instructor/coach.

Article X – RATIFICATION OF CONSTITUTION

State how the constitution will be approved by the membership.

Article XI - AMENDMENTS

State how an amendment will be presented, to whom it will be presented, and how it will be ratified.

Article XII - DISCIPLINE

State the process that will be followed if members of the Club are out of compliance (include major and minor offences).

