This Constitution is the Approved and Official Constitution for:

Club Name: Women's Club Soccer

From the Sport Clubs Council

Number of Pages: 5
Date Approved: 12/5/18

Club Officer
Position: Treasurer
Name: Megan Nolan
Signature: [Signature]
Date: 11/20/18

Council Coordinator
Name: Robert Slemmer
Signature: [Signature]
Date: 11/28/18

Student Association Vice President
Name: Anyssa Evelyn
Signature: [Signature]
Date: 2/5/18
Article I. Name of Club

A. This Club will be known as University at Buffalo Women’s Soccer Club.

Article II. Purpose of Club

A. The University at Buffalo Women’s Soccer Club is designed to develop player’s skills in hopes that one day they will be able to make the varsity team. It gives them a chance to play on an organized team and faces them with the competition of other club teams of neighboring colleges and universities. This club is intended to be a step above intramurals but one below varsity.

Article III. Qualification of Membership

Section 1:

Any undergraduate student of the University at Buffalo may become a member of the club. This club honors the Student Association full participation policy of undergraduate students.

Section 2:

A. Voting Member

1. Only undergraduate University at Buffalo Students may be voting member of the club.

2. In order to become a voting member:
   i. One must attend at least 10 practices and 1 SA participation event
   ii. All full time undergraduate students are permitted to play and become a member of the club, and vote in any club elections or meetings

B. Non-voting member

2. General membership open to UB community

C. Attendance

1. Must attend at least three out of five practices a week to be eligible for the upcoming game that week.

2. All club members must participate in all club fundraisers.

Article IV. Officers

Section 1:

Only full-time undergraduate University at Buffalo students may be officers of the club. All officers must be in academic good standing according to the University at Buffalo to become and stay an officer of this club.
Section 2:
A. President
1. Be the chief executive of the Club
2. Call as well as preside over meetings of the Club
3. Serve as the liaison between the Club and the SA administrative offices
4. Call special meetings of the Club
5. Schedule practices and games
6. Acts as temporary coach when coach is not available
7. Enforces requirements for members to be eligible for roster
8. Take care that this constitution and the laws of the student body are faithfully executed
9. Perform any administrative power or duty not provided for in this constitution

B. Vice President
1. Schedules referees for all home games
2. Schedules and organizes all SA requirements
3. Works as head recruiter
4. Exercise presidential office upon absence
5. Assume presidential office upon vacancy

C. Treasurer
1. Keep complete and accurate account of the Club’s funds
2. Put in requests for use of Club funds
3. Prepare the annual budget request packet with the President
4. Report to the President on all relevant financial matters

D. Secretary
1. Take minutes at Club meetings
2. Maintain complete and accurate records of all Club meetings
3. Report to the President

Article V. Government

Section 1: Meetings
1. Practices
   a. Practices will be held Monday through Sunday at various times according to schedules. One officer will always be at a practice, and each member will be required to attend at least three practices a week.
2. Meetings
   a. Meetings will be held once a month, unless needed, which will then be called as needed, before or after practices. Meetings will take place for all club business such as, elections, team votes, or impeachment hearings.

B. Special meetings
1. Include but are not limited to amendment changes, vacant officer positions, impeachment hearings, re-elections, and/or elections

C. Quorum for special meetings must be fifty percent of the voting membership
   1. Quorum must be met for all special meetings

Section 2: Elections
   1. Only voting members of the Club may be allowed to nominate, run for office, and vote in the Club election.
   2. Officer elections MUST take place before the last day of classes of the spring semester of that year.
      a. In the event an election is taken place after the last day of classes of the spring semester, the officers who were elected will remain as the officers for the summer, however, a new election must take place by the first of October of the upcoming fall semester.
   3. A nomination period is to the discretion of the Club.
   4. The election will preside in this order:
      a. President
      b. Vice-President
      c. Treasurer
      d. Secretary
   5. The candidate will be elected based on most votes received. Therefore there will be no run-off votes.
   6. Voting will take place outside of practice in an organized meeting
   7. Voting will take place on secret ballots, which will then be placed in a ballot box
   8. After new officers are elected, all eight officers will meet and discuss all club business that will need to be carried over to the next year
   9. The newly elected E-board will take office after the last day of classes of the spring semester of that year.

Section 3: Impeachment/Removal Process
   1. Grounds for removal of an officer are as follows:
      a. Violation of the Undergraduate Student Association (SA) policies
      b. Violation of the rules and regulations set forth in the current University student rules and regulations
      c. Failure to perform the duties of the office as set forth in the constitution and bylaws of the Club
      d. Failure to uphold the provisions of this constitution and bylaws
   2. The procedure to call for removal are as follows:
      a. The Club must notify their Council Coordinator as well as the Student Association Elections and Credential Chair.
b. A petition with at least twenty percent of the clubs voting membership signatures must be submitted to an executive board officer.

c. The officer will call a special meeting which will occur one week after the petition has been submitted.

d. At this meeting the charges against the offending officer will be presented, as well the offending officer will present their defense either in person or in writing.

e. At the same meeting, the voting membership with a two-thirds (2/3) majority vote shall decide the removal of the offending officer.

f. If the offending officer is removed the guidelines in this constitution under officer vacancy are to be followed.

g. All documentation regarding the removal of the offending officer must be submit to the Student Association administration for further review.

Section 4: Resignation/Vacancy of Office

1. In the event an officer wishes to resign:

   h. The resigning officer must inform the current executive board

   i. The resigning officer must inform the Student Association administration so that officer information can be updated

2. In the event an officer position becomes vacant:

   a. If the President position becomes vacant, such vacancy shall be filled by the Vice-President.

   b. If the Vice-President, Treasurer, and/or Secretary position become vacant two options can be followed:

      i. A special election will be called. The special election will follow the exact guidelines of Section 2: Elections

      OR

      ii. The President may appoint the new officer with the approval of the voting membership.

       1. The nomination process will be as follows:

      a. The President appointment must be a voting member of the Club.

      b. The President will call a special meeting within a week of the announcement of the appointment. Quorum must be met.

      c. The appointed position must gain at least fifty percent of the voting membership's approval.
d. Upon approval the appointed position will be effective immediately.

e. Upon disapproval the guidelines for a special election will be followed.

Article VI. Amendments

A. Any voting member may propose an amendment to the Club Constitution.

B. An amendment can be voted on after one week it has been presented.

C. A two-thirds vote must be gained for the amendment to be passed

D. The amendment will be put into effect during the beginning of the next academic semester.

E. Amendments to this constitution and by-laws may not violate any Student Association, University at Buffalo, Student Mandatory Activity Fee Guidelines, New York State, or Federal rules, regulations, or laws.

F. Once passed amendments and an updated constitution must be turned into the Student Association Office and the Council Coordinator for review and approval.