Cardinal Pokémon League Constitution

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# Name

The official name of this organization shall be “Cardinal Pokémon League”.

# Purpose

## Goal

The goal of the club is “To explore the world of Pokémon, utilizing the app “Pokémon Go”, along with previous and later Pokémon video game versions, and spreading new interests to any who would like to learn about Pokémon.”

## Mission

The mission of the club is “To provide a network for people interested in Pokémon to meet others interested in Pokémon without restrictions of needing the latest Pokémon video game version.”

## Vision

The vision of the club is “To provide a platform and social opportunity for Pokémon trainers to collectively share strategies, tips, and support with each other.”

# Statement of Compliance

## Clause

“Pokémon Cardinal League” abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. “Pokémon Cardinal League” agrees to annually complete President’s Training, Treasurer’s Training and Adviser Training (if required).

# Non-Discrimination Statement

## Clause

Iowa State University and “Pokémon Cardinal League” do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran.

# Membership

## Eligibility

“Pokémon Cardinal League” is open to all ISU students and faculty in good standing with ISU, in order to unite all people within our university, and to extend our reach to the stars above.

## Unofficial Member

To become an unofficial member of the “Pokémon Cardinal League”, one needs to sign up at a meeting.

* Being an unofficial member does not give the full benefits of a member. Unofficial members may not receive gym badges or take part in club trips.

## Official Member

To become a member of the “Pokémon Cardinal League”, one needs to pay membership dues.

## Official Active Member

To become an official active member of the “Pokémon Cardinal League”, one needs to pay membership dues, attend 3 meetings in a semester, and one event.

# Risk Management

## Risk Management Officer

### Duties

The Vice President of “Pokémon Cardinal League” will act as the Risk Management Officer and shall:

* Help minimize potential risks for club activities
* Recommend risk management policies or procedures to “Pokémon Cardinal League”
* Submit documentation to ISU’s Risk Management Office
* Ensure that Iowa State University policies are followed at all of the organization’s events
* Ensure that proper waivers and background checks are on file with Risk Management for events (if applicable)

# Officers

## President

### Training

The President must complete the annual President’s training.

The President shall also lead the cabinet in multiple team building games and exercises in order to build the cabinet’s cohesiveness. At least two of these activities shall occur within the first month of being elected. Another such activity shall be held during the fall semester of the next school year.

### Improvement

At the first cabinet meeting (or in otherwise cases, the beginning of their term as President) the President shall lead a discussion with the cabinet on goal setting. Goals shall be set for the year to guide the cabinet in their general decisions throughout the year.

The overall President’s role is to leave the club in a better state than which they arrived.

### Communicating

The President shall be responsible for communicating with the “Pokémon Cardinal League” Professor and discussing any revisions that need to take place within the club due to incorrect operations.

The President shall also call monthly, one-on-one meetings with the professor to discuss the wellness of the club and give general updates.

### Meetings

The President shall be responsible for calling and organizing any and all cabinet meetings, events and general meetings of “Pokémon Cardinal League”.

### Tournaments

The President shall be jointly responsible with the Vice President in organizing and overseeing all tournaments run by “Pokémon Cardinal League”.

### Equipment

The President shall be responsible for the maintenance of all current equipment and shall work jointly with the treasurer in the acquisition of new equipment.

### Attendance

There must be at least the President or Vice President at every “Pokémon Cardinal League” meeting.

## Vice President

### Succession

Should the Presidency become vacant, the Vice President shall assume all duties of President until the next election. The Vice President, now President, will be required to appoint a new Vice President. See Section 7.08 for complete procedure.

### Risk Management

The Vice President shall act as the Risk Management officer, as outlined in Article VI.

### Assisting

The Vice President shall assist the President in their general duties as outlined in section 7.01.

### Outreach

The Vice President shall be responsible for the planning and execution of any outreach effort related to the Iowa State Club Fest.

### Attendance

The Vice President shall be responsible for maintaining accurate attendance at all official functions.

## Treasurer

### Training

The Treasurer must complete the annual Treasurer’s training. They must also become knowledgeable with all University duties a Treasurer must complete.

### Succession

Should the Vice Presidency become vacant, the Treasurer shall assume all duties of the Vice President. The Treasurer may either remain the new Vice President until the next election, or return to their position of Treasurer once a new Vice President is appointed. See Section 7.08 for complete procedure.

### Dues

The Treasurer shall be responsible for collecting all dues and keeping records of the individuals who have paid their dues.

### Account

The Treasurer shall be responsible for the “Pokémon Cardinal League” campus organization fiscal account and all transactions related to the account.

### Fundraising

The Treasurer shall be responsible for pursuing, organizing, and overseeing all fundraising activities of “Pokémon Cardinal League”.

### Sales

The Treasurer shall be responsible for any and all merchandising sales, including keeping an accurate record of merchandising orders.

### Report

The Treasurer must submit a semester report that gives a rough outline of the incomes and expenses expected for the next semester, and five weeks into the next semester after that, if foreseeable. This report shall be given, at latest, five weeks into the semester.

## Secretary

### Media

The Secretary shall be responsible for the maintenance of the e-mail and social media accounts related to “Pokémon Cardinal League”.

### Minutes

The Secretary shall be responsible for taking notes at all cabinet meetings. This should include, but is not limited to, subjects discussed, any votes taken, upcoming agenda, etc.

### Members

The Secretary shall be responsible for keeping accurate and up to date records of all official and non-official members of “Pokémon Cardinal League”, as mentioned in Article V.

### Logging

The Secretary shall be responsible for keeping a log of the ladder tournament seeding, and keeping the document up to date. Information on the ladder tournament can be found on the Official Challenge Rules document.

## Gym Leaders

The Gym Leaders will be selected through a “Pokémon Cardinal League” Gym Leader’s tournament every October. They are not classified as officers and are not included when “officer” or “officers” are used later in this document.

Gym leaders will serve as an optional, extra challenge for club members who wish to test their strengths.

The four Officers will serve as the top gym leaders, called the Elite Four and Champion. The President is the top of these: the Champion. The Vice President is the number four, the Treasurer is the number three, and the Secretary is the number two, written here in decreasing order. The winner of the Gym Leader’s tournament will become the Elite Four number one, but is not considered an officer. The next eight top ranking winners of the Gym Leader’s tournament are Gym Leaders one through eight, eight being the top seeded. The next two participants of the Gym Leader’s tournament that did not make the roster will be recorded and serve as alternates in case a Gym Leader drops out.

The order of seeding for all “Gym Leaders” (including officers) are as follows, from top to bottom:

Champion, Elite Four number four, number three, number two, number one, gym leader number eight, number seven, number six, number five, number four, number three, number two, number one.

The rules for any and all challenges are defined in the Official Challenge Rules document.

## Officer Requirements

### GPA

Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. The minimum GPA shall be 2.00, and in order for the GPA to be met, at least six hours of credits must have been taken for the semester under consideration.

### ISU Standing

Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

### Eligibility

A student shall be ineligible to hold an office should the student fail to maintain the requirements as stated in (a) and (b).

## Election

### Length

Officers are elected for a one year term through a majority vote of active official members. Officers cannot vote.

### Time

The regular election for the upcoming academic year shall be held between the eighth and twelfth weeks of the spring semester.

### Nomination

The first phase of an election is nomination.

* In general, members will be encouraged to self-nominate. Should a member be nominated by another member for office, the member being nominated will be contacted to confirm that they are willing to run for the position.
* Only those who are official members or who were official members of “Pokémon Cardinal League” the semester previous that of when the election is taking place, are eligible for nomination.

### Voting

The second phase of an election is voting.

* Quorum shall be set according to how many official members are in the club.
* A secret ballot shall be used.
* Email or some equally efficient method shall be utilized for voting so that only active official members may be given the chance to vote. Current officers cannot vote.

### Caveat

In the course that no nominated member receives a majority vote, there will be a re-vote and the current officers will then be allowed to vote.

### Change of Office Procedure

During the final cabinet meeting of the leaving officers, the President shall lead the writing of a transition report outlying the main role of the cabinet. It should also include a complete outline of what each cabinet member has done throughout the year, publicly and on their own, in order to give the new officers a guide on their role. This document shall be made available to the incoming officers once it is completed, before the new officer’s first cabinet meeting.

## Replacement

### Vacancy

In the event of a vacancy midterm due to an officer choosing to leave, no longer being in conformity with the eligibility requirements, or any other reason for their loss of office recognition, the following procedures shall be followed:

#### President

Should the Presidency become vacant, the Vice President shall assume all duties of President until the next election. The Vice President, now President, will be required to appoint a new Vice President. The other two officers of Treasurer and Secretary must vote to approve the new Vice President. At least half of the remaining officers must vote to approve the new officer. This vote shall be a simple hand vote.

#### Vice President

Should the Vice Presidency become vacant, the Treasurer shall assume all duties of the Vice President. The Treasurer may either remain the new Vice President until the next election, or return to their position of Treasurer once a new Vice President is appointed. The President must appoint a new Vice President or Treasurer, depending on the Treasurer’s decision. Whatever position the President must appoint, at least half of the remaining officers must vote to approve the new officer. This vote shall be a simple hand vote.

#### Treasurer

Should the Treasurer position become vacant, the President will be required to appoint a new Treasurer. At least half of the remaining officers must vote to approve the new officer. This vote shall be a simple hand vote.

#### Secretary

Should the Secretary position become vacant, the President will be required to appoint a new Secretary. At least half of the remaining officers must vote to approve the new officer. This vote shall be a simple hand vote.

### Appointments

Any appointments made by the President will only be valid until the next election is held.

## Removal

### Removal

A request for the removal of an officer can be submitted by any official member of “Pokémon Cardinal League” for a valid reason. Such reasons are:

* Failure to maintain the required GPA.
* Failure to perform his/her duties as outlined above.
* Failure to regularly attend meetings.
* Any other action that is deemed inappropriate.

### Removal Review

Upon receiving a request for removal, the remaining officers not in question must approve the request. All active official members of “Pokémon Cardinal League” will then vote on the removal of the officer. A (2/3) majority vote in favor of removal will result in the removal of this officer. This vote shall be a secret ballot vote.

# Professor

## The Professor

### Training

The Advisor of the club shall be called a Professor, followed by their last name. The Professor must complete the annual Professor’s training.

### Selection

The Professor shall be selected by the officers of “Pokémon Cardinal League” with a (2/3) majority hand vote.

### Duties

The Professor shall maintain communication with the officers and has the right to call a meeting with them. The Professor shall ensure that “Pokémon Cardinal League” operates in conformity with the standards set forth by Iowa State University and the Student Activities Center.

### Termination

The professor shall serve for their entire tenure at Iowa State University, or until they or (2/3) majority of official “Pokémon Cardinal League” members decide(s) to terminate the relationship. When voting, it is up to the officers of “Pokémon Cardinal League” to allow the Professor to speak or be present during the vote.

### Reasons

Valid reasons for termination are:

* Failure to maintain contact with “Pokémon Cardinal League” officers.
* Any actions that display a lack of support towards “Pokémon Cardinal League”.
* Refusal to meet with “Pokémon Cardinal League” members or officers or to attend meetings upon request.
* Any other actions deemed inappropriate by the officers of “Pokémon Cardinal League”.
* The professor may decide to terminate the relationship for any of their personal reasons.

### Replacement

Should the Professor position become vacant, the officers of “Pokémon Cardinal League” shall select a new Professor, following Section 8.01 subsection (a).

# Finances

## Account

All money belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection.

Before using any money, the Professor to this organization must approve and sign a document saying that they approve an expenditure, for each expenditure, before payment.

## Dues

### Dues Amount

Yearly dues for the next year academic year shall be decided in every April. If an increase or decrease of dues is proposed, both the President and Treasurer must approve of the change. The dues amount may not change by more than $10 between consecutive years.

### Dues Payment

Dues shall be required to be paid at any new member’s second official meeting, if they decide to become an official member.

### Dues Use

Dues shall be used to purchase equipment needed, and transportation to and from major tournaments.

If it is decided that dues need to be used for another purpose, a (3/4) majority of “Pokémon Cardinal League” officers must approve the expenditure.

# Bylaws

## General Bylaws

Bylaws may be proposed with a simple majority vote of all official members. The bylaw is then proposed to the officers, who may approve it with a simple majority vote.

## Existing Bylaws

There shall be bylaws on the following topics:

### Alcohol and Illegal Substances

The use of alcohol or illegal substances shall not be permitted at any official “Pokémon Cardinal League” function. Any infraction of this rule shall result in the revocation of the offender’s membership without refund of dues.

### Damages

Should a member, accidentally or intentionally, damage the equipment of “Pokémon Cardinal League” for any reason, they will be required to refund “Pokémon Cardinal League” for the full monetary value of whatever was damaged.

### Documents

This Constitution coincides with the other two official “Pokémon Cardinal League” documents: The Official Challenge Rules and the Operations Manual.

## Future Bylaws

Bylaws may also be created for any other purpose, as long as they do not contradict any provisions in this document.

# Amendments and Ratification

## Amendments

This constitution may be amended and subsequently ratified at any time, with the unanimous approval of the officers and with a simple majority of the official active members of the club, not counting abstainers. Members will be given one week to consider amendments. Ratified amendments to this document must be submitted to the Student Activities with 10 days.