

Racquetball Club at Iowa State University

Constitution

Article I: Name

The name of this organization shall be Racquetball Club at Iowa State University.

Article II: Purpose

The purpose of the Racquetball Club is to bring students and faculty together to play Racquetball on a weekly basis. All students are welcome to join Racquetball club and encouraged to become better at the sport. Members from beginner to advanced will play friendly competitions, practice, observe, or simply socialize with other members about Racquetball.

Article III: Statement of Compliance

Racquetball Club abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. Racquetball Club agrees to annually complete President's Training, Treasurer's Training and Advisor Training (if required).

Article IV: Non-Discrimination Statement

Iowa State University and Racquetball Club 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.

Article V (A): Membership

Membership shall be open to all registered students in good standing at Iowa State University. In addition, memberships can be allowed to Faculty, Staff and people from the Community of Ames.

The Racquetball Club consists of two parts. These two parts are the cabinet members and the general body.

The cabinet consists of all members that hold a title. Cabinet members may be voted or appointed to their position. The following positions are considered to be cabinet positions:

- President
- Vice-President
- Treasurer

The general body consists of all the Racquetball Club's members including the cabinet members.

All persons regularly attending meetings can consider themselves to be a Racquetball Club member with voting rights. All members must conduct themselves in a respectable manner when representing Racquetball Club. Members are expected to carry themselves in accordance with ISU rules and guidelines for students.

Article V (B): Meetings

Section I: General Meetings

General meetings will consist of the entire Racquetball club body. Members will participate in activities the cabinet have designated. These meetings will generally consist of anything related to the game of racquetball within the confines of our sanctioned space at Lied Recreation Center.

Section II: Cabinet Meetings

Cabinet meetings are for cabinet members, faculty advisor(s), and any invited guests. Any persons unmentioned above should be cleared with either the President or the Vice-President prior to the meeting. Cabinet meetings will be decided by the cabinet on when found necessary or by request by a cabinet member. These meetings will have an arbitrary date and time decided by the cabinet.

The purpose of cabinet meetings will be to discuss and resolve any issues by the club.

Article VI: Risk Management

The President will be presented with the role of Risk Management Officer. The role of the risk management officer is to (a) help minimize potential risks for club activities, (b) recommend risk management policies or procedures to Racquetball Club, (c) to submit documentation to ISU's Risk Management Office and (d) to ensure that Iowa State University policies are followed at all of the organization's events and (e) to ensure that proper waivers and background checks on file with Risk Management for events (if applicable).

Article VII (A): Officers

Section I: Cabinet membership shall consist of 5 people unless otherwise noted by current or previous cabinet. The officers shall abide by the following:

(a) 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.

(b) 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. For undergraduate, graduate, and professional students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

Officers are to be elected by the members of the Racquetball Club the day of elections. Officers are to cast their name on a ballot for a requested cabinet position that is up for re-election. The person with the majority of votes for a position on the ballot wins that position. Elections will be forewarned and cast during the last meeting of the Spring Semester.

Section II: Officers' duties and responsibilities:

President

1. Preside over all cabinet and general meetings.
2. Set an agenda for the semester with consultation of the cabinet and faculty advisor.
3. Vote only in tie breaking situations.
4. Advise new cabinet members.
5. Provide information for future events, activities, and operations.
6. Assist in the proper handling of any group, cabinet, or club dilemma.

Vice President

1. Preside over cabinet and general meetings in the absence of the president.
2. Direct all revisions of the constitution bylaws, and rules and protocol.
3. Replace the president should they leave office.
4. Provide information regarding anything relating the organization.

Treasurer

1. Prepare request for funds once each semester.
2. Prepare vouchers for disbursements approved by the group.
3. Have authority over all financial dealing of the club and current balance.
4. Notify the cabinet and faculty advisor about any mishandling of club funds.

Section III: Each officer shall meet with the any newly elected officer to discuss duties and responsibilities. Each officer must be welcome for counsel on any questions and concerns the newly elected officer may have.

Section IV: Any cabinet member can represent the club at university functions or events governed by the cabinet.

Section V: New cabinet positions within the club may be up for consideration and established by unanimous approval of the cabinet. Cabinet members would need to discuss responsibilities and duties for the new officer and ratify in additional amendment to the Racquetball Club's constitution.

Section VI: Vice Presidents may not be elected if not found necessary at the time or in relevance to the amount of members within the club. The same goes for all positions except that of the Treasurer and the President.

Article VII (B): Suspension and Removal from Office

Section I: Any cabinet member can take a voluntary leave of absence from the club. This is the decision of that individual and must be made known to the cabinet and shall take effect at the time chosen by the individual.

Section II: Any cabinet member who is not fulfilling their responsibilities or causing discourse in the club can be placed on suspension from their position by the cabinet as long as 2/3 (of the cabinet) is present. These changes must pass by as 2/3 votes of the cabinet members present during the meeting. The member in question must be made aware of the voting prior to the meeting which is to take place and has the right to speak and/or attend the final vote.

Section III: Any cabinet position left vacant due to suspension (voluntary or non-voluntary) for a period of 1 ½ months is considered vacant and may be filled by another club member.

Article VII(C): Officer Attendance

The term of the adviser will be one semester. The adviser will be selected by the officers and then voted on by the general membership at the last meeting of spring semester. A majority vote is needed for an adviser to be selected.

Section I: Adviser Duties

1. Maintain communication and meet with officer(s)
2. Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center

Section II: Impeachment/Removal from Office:

The adviser who is not fulfilling his/her responsibilities or causing discord in the group can be removed from his/her position by the cabinet as long as 2/3 (of the cabinet) is present during the meeting. The adviser in question must be made aware of the voting prior to the meeting which the voting is to take place and has the right to speak and/or attend the final vote.

Section III: Replacement of Adviser:

The replacement adviser will be selected by the officers and then voted on by the general membership at the soonest meeting possible.

Article IX: Finances

Membership dues are currently \$0 per semester. In the case that there are dues, individuals that have paid their dues will receive all benefits and advantages that come along with their involvement within the organization.

All monies 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. The Adviser to this organization must approve and sign each expenditure before payment.

The Racquetball Club cabinet will have final decision on any fundraising that the organization undertakes.

Article X: Bylaws

The bylaws can be amended at any regular meeting or cabinet meeting. The amendment must be submitted in writing at least one meeting prior to the voting meeting. If a member is absent, he or she may submit a written ballot to the cabinet prior to the meeting.

This constitution may be amended and subsequently ratified at any time, with the unanimous approval of the President, Vice President, and Treasurer and with a simple majority of the membership, not counting abstainers. Members will be given one week to consider amendments. Ratified amendments to this Constitution must be submitted to the Student Activities Center within (10) days.