

OHIO STATE UNIVERSITY WOMEN'S RUGBY FOOTBALL CLUB - OSUWRFC

CONSTITUTION

ARTICLE I

NAME OF CLUB

The name of this club shall be Ohio State University Women's Rugby Football Club, OSUWRFC.

ARTICLE II

PURPOSE OF CLUB

The purpose of the club is to promote the sport of rugby within The Ohio State University, surrounding high schools, and community as well as reaching out to improving the development of the sport throughout the state of Ohio. To promote good sportsmanship on and off the field to properly represent our team and school.

ARTICLE III

NON-DISCRIMINATION POLICY

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

ARTICLE IV

MEMBERSHIP

Voting membership should be defined as limited to currently enrolled Ohio State students. Others such as faculty, alumni, professionals, etc. are encouraged to become members but as non-voting associate or honorary members.

For educational and leadership development reasons, student organizations are to be **student** initiated, **student** led, and **student** run.

ARTICLE V

QUALIFICATION AND ELECTION OF OFFICERS

Section 1.

Club officers must be currently enrolled, have minimum of a 2.0 cumulative Grade Point Average (GPA), must maintain 12 credits, and must not be on academic or social probation

Section 2.

Officers will be a President, Vice-president, Treasurer, Secretary, Recruitment Chair, Social Chair, Alumni Chair, and Risk Managers.

Section 3.

Club elections will be held no later than the 5th week of spring semester.

Section 4.

The elections will be done by anonymous ballot, from eligible voting members of the club, who have been present for at least one season.

ARTICLE VI

DUTIES OF EXECUTIVE BOARD

Section 1. The Admin Board.

The Admin Board will consist of the President, Vice President, Treasurer, and Secretary

Section 2. Duties of the Admin Board.

- A. To formulate policy of the club between regular meetings and in case of emergencies, subject to approval of the general membership.

Section 3. The Executive Board.

The Executive Board will consist of the Admin Board, Recruitment chair, Social chair, and Alumni chair

Section 4. Duties of the Executive Board

- A. To execute policies determined by the general membership.
- B. To govern activities of the club.
- C. To compile agenda for general meetings.
- D. To vote in situations involving the code of conduct.

ARTICLE VII

DUTIES OF THE OFFICERS

Section 1. President

- A. Preside over all meetings.
- B. Call special meetings
- C. Carry out provisions of the constitution, ensure club compliance.
- D. Appoint committee and chairpersons.
- E. Oversee all committee activities.
- F. Liaison between club and Competitive Sports Office.
- G. Submit all registration applications
- H. Maintain an updated file of memberships and contact list for officers, players, advisors, and coaches.
- I. Implement proper disciplinary action procedures when warranted.

Section 2. Vice President

- A. Assume duties of the president in their absence.
- B. Perform any duties delegated by the president.

Section 3. Treasurer

- A. Handle funds and finances for the club.
- B. Keep financial records and collect dues
- C. Pay bills and release funds as voted by the general membership.
- D. Make and submit budgets/reports/requests in a timely manner.

Section 4. Secretary

- A. Record and keep accurate minutes of all meetings.
- B. Act as correspondence clerk.
- C. Act as point of contact between other teams pre- and post- game.
- D. Coordinate with members to find transportation and housing for games (if applicable)

Section 5. Recruitment Chair

- A. Actively engage in the involvement fair on campus.
- B. Recruit players to build a roster for the club.
- C. Act as contact between the club and prospective members over social media.

Section 6. Social Chair

- A. Handles volunteering events for the club.
- B. Oversees social media accounts.
- C. Create team bonding activities with the other officers.

Section 7. Alumni Chair

- A. Builds connections between current players and alumni
- B. Organizes alumni events

Section 8. Risk Managers

- A. Handles paperwork for home and away games regarding incident/injuries.
- B. Teach teammates how to reduce risk of injury.
- C. Consult other officers for ways to reduce risk such as: financially, club status, eligibility of players.

ARTICLE VIII

IMPEACHMENT/REMOVAL AND REPLACEMENT OF OFFICERS

Section 1.

All elected officers and club members may be subjected to impeachment and removal by a two-thirds majority vote of the total membership.

Section 2.

Grounds for impeachment are negligence and any form of misconduct which is damaging to the club. An officer may be impeached/removed only under the following conditions: there must be a quorum present during impeachment/removal there must be one week's notice of intent publicized.

Section 3.

Any officer vacancies shall be filled by an election held within two weeks.

ARTICLE IX

MEETINGS

Section 1.

There must be public notice of club meetings on the club board at least two school days in advance.

Section 2.

There shall be at least 2 practices a week during the school terms (excluding but may include summer), with semester team meetings.

Section 3.

There must be a quorum (a quorum is 50 percent plus 1 of the active or dues paying membership) present in order to take care of financial action.

Section 4.

Minutes must be kept of all financial action with the club secretary.

ARTICLE X

ADVISOR

Section 1. Role of Advisor

- A. Serve as the official staff representative of the college.
- B. Work closely with the club to ensure a cooperative relationship between the advisor, and the club membership.
- C. Assist each officer of the club in understanding their duties.
- D. Give particular attention to the financial activities of the group in order to prevent the incurring of organizational debts for succeeding members to pay.
- E. Assist students to understand and apply democratic principles within their own

- organizations, and in working with others.
- F. Ensure that all reasonable steps are taken to ensure the safety and welfare of club members.
 - G. Ensure that appropriate college policies are upheld.
 - H. To sign all club/organization requisitions for the club/organizations, and to make sure that 1) their student treasurer or president or vice president signs it and 2) that the expenditure is correct within all existing policies.

ARTICLE XI

RESPONSIBILITIES

This club accepts full financial responsibility for all activities that bear its name as official sponsor, and will adhere to college regulations. All publicity for an event must bear the name of the sponsoring club.

ARTICLE XII

RIGHT TO ACT

Any club officer, club member does not have the right to incur any debt or become involved in any business under the title or by implying the title of a club in any way unless given full authority to do so by the club.

ARTICLE XIII

COACHING

All coaching changes must be approved by the executive board before the change is implemented. Coaches and staff may have access to all accounts including but not limited to Student Organizations, Rec Sports, bank accounts, etc.

ARTICLE XIV

CODE OF CONDUCT

Section 1. Purpose

This Code of Conduct has been established and adopted to ensure the guiding principles of OSU WRFC are understood and met by all individuals associated with the organization. The Code of Conduct is for coaches and players.

The following code of conduct will be enforced at all team sanctioned events including but not limited to practices, games, socials, scrimmages/friendlies, fundraisers, clinics, and volunteer events. Additionally, in regards to social media use of both the club and individual team members, the board reserves the right to initiate disciplinary action in the event content is posted that conflicts egregiously with the below code of conduct.

Section 2. Player Code of Conduct

Each player will ensure that their playing conduct is that of a player fairly competing to the limit of their ability. To satisfactorily meet these responsibilities, the play is expected to:

- A. Know the laws and abide by them.
- B. Respect the game officials and refrain from addressing them or commenting on their decisions during the play of the game.
- C. Avoid the use of abusive language and physical assault upon another player at any time.
- D. Respect the coaches and players of the opposing club and demonstrate appropriate gestures of sportsmanship at the conclusion of the game.
- E. Follow field and social venue laws and regulations, respecting at all times the property of others.
- F. Realize, accept, and practice the principle that a club's reputation is built not only on its playing ability, but also on the actions of each individual representative.
- G. To be considered for the A-side roster, a player will need to come to at least 2 practices a week during the season, within reasonable bounds.
- H. Players need to come on time to the noted practices; if they plan to come late then they must make a statement in the general Discord.
- I. Respect the coaches time and come expecting to listen and be receptive to feedback.

Event expectations:

- A. Must attend the minimum amount of fundraising events during the academic year that the Executive board has set.
 - a. The use of letting an individual to sub in for a fundraising event for a player is allowed

Section 3. Coaches Code of Conduct

Each Head Coach is responsible to see that their assistant coaches and players abide by the respective Code of Conduct. It is also the coach's responsibility to review the Codes of Conduct with their assistant coaches. Each coach will ensure that their conduct is that of a responsible adult fairly competing to the limit of their ability. To satisfactorily meet these responsibilities, the coach is expected to:

- A. Know the laws and abide by them.
- B. Instruct players in the laws and coach their club in such a way as to motivate each player to compete according to the laws at all times.
- C. Place the emotional and physical well-being of the players ahead of any personal desire to win.
- D. Respect the game officials and refrain from questioning their decisions in a disrespectful or abusive manner.
- E. Ensure that all field rules and regulations are followed by the players.
- F. Respect the coaches and players of the opposing club both during the play of the game and at its conclusion.
- G. Maintain control of their emotions and avoid actions, language, and/or gestures that may be interpreted as hostile and humiliating.
- H. Instruct club support personnel in their responsibilities in accordance with established laws and procedures.
- I. Understand their position as a mandated reporter.
- J. Respect the boundaries between players and coaches.
 - a. If a player and coach are in an area by circumstance, they can interact if the player approaches them first. However, if the player doesn't approach them first, there will be no interaction or acknowledgement from the coach.
 - b. A coach can express an invitation to a non OSU sanctioned event to the players as a whole, but not to singled out individuals.
- K. Realize, accept, and practice the principle that a club's reputation is built not only on its playing ability, but also on the actions of each individual representative.

Section 4. Spectators Code of Conduct

Each spectator will ensure that their conduct is that of a responsible adult or youth who are positively encouraging all participants to the limit of their ability. To satisfactorily meet these responsibilities, each spectator is expected to:

- A. Respect the laws of the game.
- B. Cheer for their club in a positive, supportive manner.
- C. Place the emotional and physical well-being of the players ahead of any personal desire to win.
- D. Maintain control of their emotions, avoid the use of abusive language, profanity, and gestures of ill temper, and refrain at all times from making hostile or negative remarks about the game officials and opposing club.
- E. Follow all field and social venue rules and regulations, respecting at all times the property of others.
- F. Realize, accept, and practice the principle that a club's reputation is built not only on its playing ability, but also on the actions of its fans.

Section 5. Offensive Actions

Any individual violating the Code of Conduct set forth above shall be subject to penalties and sanctions as set forth in the Disciplinary Procedures below. In addition to conforming to the requirements of the Code of Conduct above, the following actions are specifically prohibited:

- A. Refusing to abide by an official's decision.
- B. Verbally, physically, sexually, or emotionally abusing or assaulting any player, coach, official, or spectator.
- C. Engaging in any other type of violent behavior at the field or social venue, such as throwing equipment or other objects.
- D. Disrespecting, destroying, or stealing the property of others, including the club's equipment or bank account.
- E. Not fulfilling responsibilities in a timely or respectful manner, if serving as a Captain, Coach, or Officer
- F. Offenses are not limited to the descriptions above. Coaches, Captains, and Officers can deem any behavior that does not reflect the values and conduct of the club to be an offense with agreement from fellow Coaches, Captains, and Officers.
- G. Offenses can be reported by players through the noted google form, or to a coach with another officer present. Offenses will be responded to respectfully, and in a timely manner.

ARTICLE XV

DISCIPLINARY PROCEDURES

Section 1. Penalties for Players

The Executive Board shall determine the appropriate penalty for any violation of the Code of Conduct and any Offensive Actions. Penalties **may** include the following:

- A. 1st Offense: Verbal Warning
- B. 2nd Offense: Written Reprimand with a one game suspension.
 - a. A suspension prohibits the offending player from attending the game as a spectator and the social event that follows the conclusion of the match.
- C. 3rd Offense: Suspension for the remainder of the season
 - a. If the offense occurs at the end of a season or in the offseason, that player will be suspended for the following season, in full.
- D. 4th Offense (or further): If a player continues to offend after their 3rd offense, the club will be permitted to vote on whether that player can remain a member of the club.
 - a. Once noted, a 4/7 majority vote from the current Executive Board will vote to question membership standing, and then a 2/3 majority vote will be taken with the entire member body to determine membership
- E. If no resolution is made, the involved parties can meet with a mediator (such as a risk manager or OSU employee) to create a solution.
 - a. If there is no resolution upon mediation, the involved players' membership will be voted upon as per guidelines noted in Section 1. D. a.

Section 2. Penalties for Officers, Coaches, and Captains

The Executive Board shall determine the appropriate penalty for any violation of the Code of Conduct and any Offensive Actions. Penalties will be categorized as Minor and Major Offenses.

For Officers, penalties **may** include the following:

- A. Minor Offenses
 - a. 1st Offense: Verbal Warning with Performance Improvement Plan issued by Executive Board
 - b. 2nd Offense: Written Reprimand with stricter guidelines made to Performance Improvement Plan
 - c. 3rd Offense: Removal from position through impeachment listed in Article VIII

B. Major Offenses

- a. Immediate removal from position and suspension from club activities until further examination is complete. The membership of the offending officer is also subject to dismissal through same guidelines noted in Section 1. D.
 - a.

For Coaches, penalties **may** include the following:

A. Minor Offenses

- a. 1st Offense: Verbal Warning with Performance Improvement Plan issued by Executive Board
- b. 2nd Offense: Written Reprimand with stricter guidelines made to Performance Improvement Plan
- c. 3rd Offense: Removal from position and no invitation given to coach the following seasonal year

B. Major Offenses

- a. Immediate removal from position and suspension from club activities until further examination is complete. The offender is also subject to club vote on dismissal from the club.

ARTICLE XVI

AMENDMENTS TO CONSTITUTION

Proposed amendments should be in writing, should not be acted upon but read in the executive meeting in which they are proposed, should be read again at a specified number of subsequent meetings, and the meeting in which the votes will be taken. Approval should require at least two-thirds of voting members present. The constitution should not be amended easily or frequently.

Last rev. 8/27/2023