

# **CONSTITUTION FOR THE**

## **Case Western Reserve University Water Polo Club**

### **ARTICLE I- NAME**

Case Western Reserve University Water Polo Club

**ARTICLE II- PURPOSE** To provide a friendly place for students to learn and play water polo while competing at the collegiate level.

### **ARTICLE III- MEMBERSHIP**

A. Anyone wanting to join the Case Western Reserve University Water Polo Club is welcome to come to practices. The Case Western Reserve University Water Polo Club will not discriminate due to race, religion, sex, sexual orientation, or ethnic background. An email with the details of our full schedule will be sent out before the beginning of the fall semester to set the start of the season. Each member must obey the laws and regulations of the sports club manual and qualify to be in a sports club according to the guidelines set by the manual. Anyone who wishes to join must also assume financial responsibility for anything purchased that is not being returned to the University (e.g. personal suits, caps, etc.). Financial obligations will be made clear to each member at the beginning of the year.

B. In order to be recognized as a full member of the Case Western Reserve University Water Polo Club, a membership form must be on file and dues must be paid in full. The person must also attend team practices and all mandatory meetings.

C. A full member of the Case Western Reserve University Water Polo Club will have the privilege of playing in all scrimmages, games, and tournaments. They will have the opportunity to purchase and design club apparel.

### **ARTICLE IV- MEETING**

A. All meetings will be organized by the officers and advisor. A set schedule will be made at the beginning of each semester based on the availability of the members and facilities. All practice times and days are subject to change but shall not exceed three days per week.

B. The officers will make a roster for games and tournaments containing members who have been to practices and are available for the designated game dates.

C. The president or vice-president shall call or electronically mail the members of the team in advance to hold a special meeting. Regular meetings will be announced by e-mail. Anyone not able to attend a meeting is asked to call/e-mail the president or vice-president to let them know ahead of time.

### **ARTICLE V- EXECUTIVE BOARD**

A. The Case Western Reserve University Water Polo Club shall have the offices of President, Vice-President, Secretary and Treasurer. The president has the main duties of organizing practices, keeping in contact with members, attending all sports club meetings and Sports Club Presidents' Council meetings, watching over the other officers of the club, and ensuring the overall wellbeing of each of its members. The vice-president has the responsibility of keeping watch over the other officers while helping the president with his or her duties and attending all sports club meetings. The treasurer is expected to attend all sports club meetings while helping the president and vice-president with anything asked. The treasurer is also responsible for the budget and finances of the Case Western Reserve University Water Polo Club and must keep a log of all transactions made. The secretary will be in charge of keeping the minutes at all

meetings and placing a copy into the master folder as well as any duties that the president sees fit.  
B. If the need arises, other positions, such as webmaster, equipment manager, safety officer and treasurer by proxy may be created at the discretion of the current officers and advisor.

C. When a vacancy occurs an election shall be held. The election will be open to any active member of the club. An election will be held to fill whichever vacant position lies within the executive board.

#### **ARTICLE VI- ELECTIONS**

A. The term of each office will last one full academic year. The new term will begin the day after the prior season ends, allowing the new executive board to take full advantage of the summer months. A person may hold the office an unlimited number of times if elected to the position.

B. The members will be asked if anyone is interested in the position. They may nominate themselves or another club member. Nominations must be seconded. These nominating procedures shall take place the same day as the elections.

C. The nominees will be asked if they would like to state their qualifications and their goals for the club. If opposed, the nominees shall step out of the room and the election for their position will take place among those members not running for the position. If unopposed, the nominee shall step out of the room while the members of the club discuss the nominee's qualifications for holding the position. The elections shall take place approximately one week after the organizational meetings. These elections will be held by a hands-up/eyes-closed procedure and votes will be counted by the President and Secretary.

D. If a runoff is necessary, each candidate will be asked to speak again on the issue, and a re-vote will occur. If this still results in a runoff, the advisor will be the tie-breaking vote.

#### **ARTICLE VII- FUNDS**

A. Deposits will be placed into the Case Western Reserve University Water Polo Club account from the CWRU Athletic Department.

C. Any checks written to cover expenses of the club must be signed by an officer and approved by the Intramural Director. Any purchases made without the approval of the Case Western Reserve University Water Polo Club officers and the Intramural Director will not be reimbursed.

D. Club funds shall not be used to pay for non-approved expenditures as stated in the Sports Club Manual.

**ARTICLE VIII- AFFILIATIONS** The Case Western Reserve University Water Polo Club is also an organization under the University Student Government (USG) and will receive funds from them.

**ARTICLE IX- ADVISOR** The Advisor must agree to follow the rules and regulations set forth by the Sports Club Manual. The members of the club shall nominate the advisor(s). The club shall then contact these persons and have the necessary paperwork handled. Advisors' responsibilities are laid out in the Sports Club Manual.

**ARTICLE X- COACH/INSTRUCTOR** Any person interested in being a coach/instructor for the Case Western Reserve University Water Polo Club is welcome and shall contact the President or Vice-President of the club. The President or Vice-President will discuss the matter with the members, and an interview will be held by the members if they feel the person is qualified. The coach/instructor's responsibilities and guidelines are set forth by the Sports Club Manual.

**ARTICLE XI- RATIFICATION** All members shall be given a copy of the proposed constitution of

the club. Each member will initial their copy. This initialing will certify that each member has read and will abide by the rules set forth by the constitution of the Case Western Reserve University Water Polo Club.

**ARTICLE XII- AMENDMENTS** Any member wishing to make an amendment shall present his or her idea to the president and vice-president without fear of retribution for doing so. His or her idea shall be listened to with an open mind and then presented to the entire club. After hearing the proposal, the club shall vote on the amendment. If a tie occurs, the advisor shall make the final decision.

**ARTICLE XIII- BYLAWS**

A. Each member of the Case Western Reserve University Water Polo Club shall show good attitude and sportsmanship while participating in any club events.

B. The club shall be governed by a demerit system set up at the beginning of each year by the club officers in conjunction with the advisor. This system will establish the consequences for missing practices and games and will outline the guidelines and expectations the leadership has for the club.

i. Attendance will be used to determine rosters. Practices missed due to recorded injury and/or illness *will not* detract attendance points so long as the member is in good standing, has reported their injury, and has been cleared for play by the time of competition.

ii. *Repeated* tardiness will detract from attendance points. Attending less than half a practice will no longer earn full attendance.

C. Workouts, other than the scheduled practices, are recommended for the members of the club.