

Constitution of Drexel Women's Club Volleyball

Article I: Name

Section 1: The official name of this organization shall be Drexel Women's Club Volleyball, hereafter referred to as DUVBC.

Article II: Purpose

Section 1: The purpose of this organization shall be to provide a community for women volleyball players seeking out a competitive setting for collegiate club volleyball play. Practices shall be structured with drills to improve players' skill sets and techniques, while also remaining fun and enjoyable, to best prepare them for competition in tournaments.

Article III: Affiliations

Section 1: This organization is affiliated with Drexel University as a recognized student organization and as such, agrees to abide by the rules, policies, and procedures of Drexel University. Additionally, this organization is affiliated with the Northeast Women's Volleyball Club League, hereafter referred to as NWVCL. DUVBC shall also act within the Constitution and Bylaws adopted by the NWVCL, as specified as a membership requirement of this league.

Article IV: Membership

Section 1: Membership of this organization shall consist of full-time or part-time, undergraduate and graduate students currently enrolled at Drexel University.

Section 2: Membership in this organization shall not discriminate against any individuals regardless of race, national origin, color, religion, sex, age, veteran status, sexual orientation, and/or ability.

Section 3: Membership in this group shall be open to all who are interested, who are full-time or part-time students at Drexel University, and who provide membership dues by the dates they are due, as specified in Article 1 Section 2 of the Bylaws.

Section 4: Other classifications of students, faculty, staff, alumni, and/or community members may participate in this organization, but are not considered members, and may not receive privileges of membership, may not vote, nor may they benefit from funding.

Article V: Officers

Section 1: Officers of the organization shall consist of

A. President, who shall:

- Be the head of Student Executive Board
- Coordinate efforts related to club operation including but not limited to: tournament venue, communication, member attendance, and travel.
- Maintain active communication and club recognition status with the Recreational Sports Office, the Office of Campus Activities, and faculty advisor within Drexel University.

- Be responsible for reserving facilities and adhering to University and League policies.
 - Act as liaison between the Office of Campus Activities and Athletics.
 - Conduct reelections for new officer positions.
- B. Vice President, who shall:
- Hereafter referred to as VP.
 - Assume the powers and duties of the president if there is a vacancy of position.
 - Co-chair the Marketing and Public Relations Committee, outlined in Article IV, Section 1 of the Bylaws.
 - Be responsible for taking attendance at all meetings and practices.
 - Become thoroughly acquainted with the president's duties so can assist the president.
 - Act as second in command for the club and its members.
 - Assist treasurer with obtaining materials and records necessary for completing the annual budget report and other various financial forms.
- C. Secretary, who shall:
- Co-chair the Marketing and Public Relations Committee, outlined in Article IV, Section 1 of the Bylaws.
 - Take minutes at any meetings.
 - Notify club members of when meetings will be held.
 - Contact various persons in relation to Drexel Club Sports when necessary.
 - Assist the President, VP, or Treasurer with tasks when necessary.
- D. Treasurer, who shall:
- Maintain financial records of SAFAC and fundraising accounts.
 - Execute annual fee dispersal as well as approved purchases.
 - Ensure adherence to SAFAC and Athletics funding/spending regulations.
 - Coordinate all account transactions.
 - Submit annual budget to Club Sports Council/SAFAC.
 - Chair the Fundraising Committee, outlined in Article IV, Section 1 of the Bylaws.
- E. Member at Large, who shall:
- Hereafter be referred to as MAL.
 - Chair the Internal Affairs Committee, outlined in Article IV, Section 1 of the Bylaws.
 - Report all complaints, comments, and suggestions from members of the club to the President of the club.
 - Attend all meetings.
 - Be a voting member when any major decisions are being made about/for the club.
 - Assist all other executive board members with their duties when necessary.
 - Act as a liaison between the board and prospective members.

Section 2: The organization President and Treasurer must be full-time, enrolled undergraduate students of Drexel University.

Section 3: To qualify for an officer position, they must be an active, paying member for the season that they hold their position and not be of freshman status. Additionally, the President must have either been active on the team for two seasons or have held a previous e-board position to be considered for candidacy.

- Section 4: The term of each office shall be one year from the first day of Spring Quarter to the last day of Winter Quarter in accordance with Drexel University's Quarter Calendar.
- Section 5: Should an office position become vacant during her term, the following will take place: an emergency election at the discretion of the President. However, the President can choose to delegate the responsibilities of the vacant position between herself and the other e-board members.

Article VI: Advisor

- Section 1: The organization advisor must be a full-time member of the faculty, administration, or professional staff of Drexel University.
- Section 2: The duties and responsibilities of the advisor shall be to:
- A. Have basic knowledge as to the history, structure, and purpose of the organization.
 - B. Be aware of the group's finances and budget, as your approval may be needed for financial transactions.
 - C. Provide useful guidance to help the student organization identify and attain its goals.
 - D. Be knowledgeable of University policies and regulations and civic ordinances, as well as state and federal laws that affect the activity of the organization.
 - E. Maintain ongoing contact with club officers.
- Section 3: Should the advisor position become vacant during the year, another advisor will be recruited to begin their position at the beginning of Spring Quarter.

Article VII: Meetings

- Section 1: Regular meetings of the organization shall be held once a month during Fall and Winter Quarters at an agreed location with all e-board members. Regular meetings are called by any e-board member, but the President has the final say.
- Section 2: Special meetings of the organization shall be held if the President calls one to order. The President must notify the e-board members at least one week in advance. Reasons for special meetings include, but are not limited to, fundraising, financial, and tournament discussion.
- Section 3: For the transaction of business and voting, a quorum must be obtained. Quorum is defined as the minimum percentage of members required to be present. The organization requires 1/3 of the members present for the transaction of business.

Article VIII: Finances

- Section 1: Management of finances including, but not limited to, dues, fundraising, voting, and budgets shall be managed by the Treasurer and overseen by the President.

Article IX: Hazing Statement

Membership should be a valuable and beneficial experience for all students. Leadership of this organization shall provide its new and current members with an experience that is positive, informative and consistent with federal, state, and local laws, and the policies and procedures of Drexel University. Activities which detract from the goal of fostering personal and intellectual development have no place in this organization. Hazing will not be tolerated by or of any member. It is the responsibility of the

organization, its leadership and members to report hazing of any kind by members to the proper authority.

Article X: Amendments

- Section 1: This constitution shall be amended by a simple majority vote of the membership at any regular or special meeting.
- Section 2: Provisions for amendments shall be submitted through email to duvolleyball@gmail.com. After the provisional amendment is received, the President will send out an email to the current members with the amendment and the decided date to vote on the amendment.

Article XI: Dissolution

A proposal of voluntary dissolution of the organization must be submitted through email to duvolleyball@gmail.com. After the proposal is received, the President will send out an email to the current team members with the proposal and at least a two-week deadline to cast their vote through an electronic form. The adoption of the proposal of voluntary dissolution requires a 2/3 majority vote of all members. It should be noted, also, that dissolution of the organization may, for cause, be ordered by the Office of Campus Activities.

Date Ratified: 7/28/2014

Date Amended: 10/5/2018

Bylaws of Drexel Women's Club Volleyball

Article I: Membership

- Section 1: The procedure for selection of membership allows any eligible individual that pays dues to become a member.
- Section 2: Dues for this organization shall be \$80 paid in full by Friday of Week 3 of Fall Quarter for membership. However, if a member is not present for Fall Quarter, but wishes to become a member in Winter Quarter, dues shall be \$40 paid by Friday of Week 2 of Winter Quarter.
- Section 3: Minimum membership responsibilities and duties shall include attending weekly practices and occasionally taking home team equipment.
- Section 4: Membership shall be terminated by a unanimous e-board vote.

Article II: Selection or Election of Officers

- Section 1: The selection/election of all officers shall be done by Week 10 of Winter Term through an electronic form, such as Google Forms or DragonLink. Officers are required to submit a brief paragraph statement for why they feel fit for the position by Week 8. The statements will then be sent to the team from the current President through email along with the electronic form. Reference Article V, Sections 2-3 of the Constitution for the eligibility for each office position.
- Section 2: The provisions for removal of an officer include, but are not limited to, failure to uphold the team values, neglect of officer responsibilities, or any other unacceptable conduct. The proposal to remove an officer shall be submitted through email to duvolleyball@gmail.com, unless the officer in question is the President. In that case, the email must be sent to the next highest-ranking officer not in question. After the statement is received, the officer will notify the accused officer. The accused officer then has one week to submit a response. The initial proposal, accused officer's response, and decided date for the special meeting will be sent out in an email to the current members. Removal of an officer requires a 2/3 vote of members present at the meeting with quorum.

Article III: Selection or Election of Advisor

- Section 1: The selection/election of the advisor shall be done by a simple majority e-board vote at a special meeting only if e-board decides that the advisor from the previous year should be removed and replaced, in accordance with Article III, Section 2 of the Bylaws. If e-board decides the advisor does not need to be replaced, then no action is required.
- Section 2: The provisions for removal of an advisor include failure to uphold the team values, neglect of advisor responsibilities, or any other unacceptable conduct deemed by e-board.

Article IV: Committees

- Section 1: All permanent committees shall be formed by the President. Currently, there are (3) permanent committees for DUVBC. If the President, with the VP's approval, agree that

a permanent committee is needed, the proposed permanent committee must be voted on by e-board with a simple majority in order to be implemented.

A. Fundraising Committee:

- Shall be chaired by the Treasurer
- Will host at least (1) fundraiser per Drexel Quarter, at the Treasurer's discretion

B. Marketing and Public Relations Committee:

- Shall be co-chaired by VP and Secretary
- Will responsibly promote DUVBC and its events on all social media platforms

C. Internal Affairs Committee:

- Shall be chaired by MAL
- Will host at least (1) event per Drexel Quarter, at the MAL's discretion
- Will organize internal events that promote bonding and comradery among coaches and current/prospective players

Section 2: All ad-hoc committees shall be formed by the President. If the President, with the VP's approval, decide that an ad-hoc committee is needed, the proposed ad-hoc committee will immediately be implemented. The ad-hoc committee will last indefinitely. The ad-hoc committee can be dissolved with a simple majority vote of e-board or at the discretion of the President.

Article V: Rules of Order

Section 1: This organization shall not be governed by any specific parliamentary procedure.

Article VI: Amendment

Section 1: These bylaws may be amended by a simple majority vote of the membership at any regular or special meeting.

Date Ratified: 7/28/2014

Date Amended: 10/5/2018