

# Constitution of the New Student Organization

## PREAMBLE

We, the members of the USC Club Field Hockey (CFH), to fully realize our purpose, do hereby adopt and establish this constitution as the guiding instrument of our organization.

## ARTICLE I

### Name

The purpose of CFH at USC shall be to help provide another option of exercise and competition to other students at the University of South Carolina.

## ARTICLE II

### Membership

Section 1. Membership in CFH shall be limited to persons officially connected with the University of South Carolina – Columbia as faculty, staff, or students. Students enrolled in the spring semester under the above conditions who have pre-registered for the fall semester, as well as students enrolled in summer classes, are eligible for summer membership.

Section 2. The University of South Carolina does not discriminate in educational or employment opportunities or decisions for qualified persons on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation or veteran status.

Section 3. Active membership in CFH shall be conferred upon those members who, in addition to the above requirements, have paid the semester dues in full within one month of the first day of classes; have participated in all mandatory meetings and practices.

## ARTICLE III

### Organization

Section 1. The officers of the organization shall be elected from the active members. Any students seeking to hold or holding office must maintain the cumulative GPR requirement for graduation and remain in good standing in their respective college.

Section 2. The elected officers of CFH shall consist of a President, Vice President, and Treasurer, which shall serve as the Executive Committee.

### Section 3. Elections:

- A. All officers shall be elected on or before April 1 of each year, and shall serve one-year terms.
- B. All officers shall be elected by a majority of the votes cast. Only active members are eligible to vote and run for office. If no candidate for an office receives a majority of the votes cast, then the top two candidates will be placed on a second ballot for that office until a majority is reached.
- C. A quorum of one-half of the active members shall be reached for all meetings where officer nominations or elections take place.
- D. All elections shall be conducted by a secret ballot. The ballots shall be tabulated by the President and Vice President.

### Section 4. Officer's Duties

- A. The President(s) shall preside at all CFH meetings, and have the authority to nominate a faculty advisor to be approved by the active members, and to act as a spokesperson for the organization.
- B. The Vice President shall preside at all the CFH meetings in the President's absence, and upon his/her resignation, shall become the president of the organization for the duration of his/her term. The Vice President will support the President in all Special Projects.
- C. The Treasurer shall handle all financial transactions of the organization, including, but not restricted to: the collection of dues; managing all bank accounts; and recording all transactions in the appropriate books.
- D. The non-officer active members are able to suggest any type of activity and possible purchases wanted/needed by the CFH. They must attend all mandatory meetings and practices. If a member cannot attend a meeting or practice, a member of the executive committee must receive prior notification of their absence.

Section 5. The Faculty/Staff Advisor to CFH shall be nominated by the Executive Committee and approved by a majority vote of a quorum of active members. The Faculty/Staff Advisor must be selected from full-time faculty or administrative staff members at the University. The Advisor shall serve as a liaison with the University, and help in the transition period between officers. The Advisor will be invited to and notified of all CFH meetings and activities.

## ARTICLE IV

### Dues and Finance

Section 1. The Executive Committee will establish the dues for the CFH at the first meeting of the fall semester. The Treasurer must receive payment of dues within one month of the first day of class of each semester to be an active member of CFH.

Section 2. CFH will finance its activities through membership dues, fundraising projects, and may apply for funds from Senate Finance Committee after CFH has been registered for one year and are eligible.

## ARTICLE V

### Meetings

Section 1. The first meeting of the fall semester shall be held within one month after classes start.

Section 2. Regular meetings shall be held at least twice a semester during the school year at time set by the organization.

Section 3. The meetings shall be conducted in accordance with the revised edition to Robert's Rules of Order.

Section 4. The basic agenda at regular meetings shall be as follows:

- A. Call to order
- B. Roll call
- C. Approval of minutes
- D. Execute committee report
- E. Officer reports
- F. Committee reports
- G. Old Business
- H. New Business
- I. Announcements
- J. Adjournment

Section 5. Actions on any business, old or new, require a quorum of one-half of the active membership of the organization.

## ARTICLE VI

### Removal from Office

Section 1. A CFH officer whose dereliction of duty adversely affects the operations of the organization shall be subject to disciplinary action or removal from office.

Section 2. A written request stating the reasons for dismissal and signed by at least five (5) of active members of the organization must be submitted at a regularly scheduled meeting.

Section 3. Before the next regularly scheduled meeting, written notification of the request and the reasons for dismissal must have been given to the offending officer, who should come to that regular meeting prepared to speak.

Section 4. A two-thirds (2/3) affirmative vote of all active members is required to remove the officer from office.

## ARTICLE VII

### Constitutional Amendments

Section 1. The Constitution is binding to all members of CFH but is not binding unto itself.

Section 2. Amendments to the Constitution must be proposed in writing by any active member of CFH at any regular meeting at which two-thirds (2/3) of the active members are present.

Section 3. Proposed amendments shall be voted upon at the following regular meeting that which the amendment was proposed.

Section 4. Proposed amendments will become effective following a two-thirds (2/3) affirmative vote of the active members.

## ARTICLE VIII

### Ratification

The undersigned student(s) of the University of South Carolina, after a three-fourths (3/4) affirmative vote of active members, do hereby agree to follow the guidelines of this Constitution.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

(Constitution may be ratified by member's signatures or officer's signatures and attached petition sheet. All ratifications must be dated.)