

The Constitution and By-Laws of Men's Rugby at the University of South Carolina

PREAMBLE

We, the members of Men's Rugby at the University of South Carolina, to fully realize our purpose, do hereby adopt and establish this constitution as the guiding instrument of our organization.

1) NAME

1.1 The Team shall be called Men's Rugby at the University of South Carolina.

2) AFFILIATION

2.1 The Team and its members will observe and be immediately governed through its affiliation with The University of South Carolina.

2.2 The Team and its members will observe and be immediately governed through its affiliation with the Southeastern Collegiate Rugby Conference and ultimately USA Rugby which is the National Governing body which maintains the Laws of the Game as written by the International Rugby Board.

2.3 The Team will have concurrent jurisdiction over its members in all matters pertaining to the administration of rugby activities to include but not to be restricted to scheduling, discipline, player eligibility, and related matters.

3) MISSION

3.1 The mission of the Team shall be to encourage the introduction, teaching, promotion, understanding, and provide facilities for the practice of the sport of Collegiate Union Rugby at the University of South Carolina-Columbia and undertake other activities incidental or conducive to the furtherance of these objects.

3.2 The Team is committed to encouraging the highest ethical standards. All individuals involved in the Team should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner consistent with the Men's Rugby at the University of South Carolina Policies & Procedures and Participation Agreement.

4) MEMBERSHIP

4.1 The membership of the Team 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.

4.2 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.

4.3 Player membership shall consist of the following qualifications:

- ❖ Each player must be enrolled in USA Rugby's Certified Individual Participation Program (CIPP)
- ❖ Has paid his dues to the Team in the amount specified and at the deadline specified by the Financial Officer.

- ❖ Has fulfilled all the University requirements for insurance.
- ❖ Has agreed & signed the University Liability Waiver and all other Team forms.

4.4 Members shall pay Membership fees as determined in the yearly budget. Membership fees shall be paid on a semesterly basis prior to the start of the first match.

4.5 All members joining the Team shall be deemed to accept the terms of this Constitution and any by-laws from time to time adopted by the Team, and are required to conduct themselves in accordance with the Team's ethical framework and the Men's Rugby at the University of South Carolina Policies & Procedures and Participation Agreement.

4.6 Any person seeking to join the Team shall submit a request to the Team Administrator. Membership is open to all and no request for membership will be refused on other than reasonable grounds as outlined in the Membership qualifications above.

4.7 A player may resign from the Team at any time with or without cause. The resignation must be submitted in writing to the Team Administrator, who will record the action in the minutes of the next regularly called meeting. The resigning player will remain liable for its share of the financial obligations to the Team for the fiscal year in which the resignation was submitted.

5) MANAGEMENT

5.1 The affairs of the Team shall be conducted by an Executive Committee.

- A. The preferred mode of communication shall be electronic mail and/or telephone.

5.2 The Officers of the Executive committee shall consist of the following:

- A. **Team Administrator.** The Team Administrator shall have charge of and be responsible for all areas in relation to Team development, communication, and organization. Other duties may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team.

- a) *Chief of Staff:* General and active supervision over the business of the Team and oversee its several other offices.
- b) *Representation:* Provide communication with governing affiliations and conferences, member Teams, the referee society, medical personnel, the University and its accompanying departments and organizations, alumni, and any partnering organizations.
- c) *Organization:* Schedule, organize travel, maintain Team records and official documents, preside over Executive Meetings, and responsible for the general welfare of the Team and its members.

- B. **Team Captain.** The Team Captain shall have charge of and be responsible for all areas in relation to player development and retention. The Team Captain shall administer over the following areas as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Retention:* Responsible for matters relating to retention of incumbent players, including (but not limited to) addressing member issues, as well as logistics as it relates to the team and the game of rugby.
- b) *Support:* General support of team players in an effort to address morale issues, as well as general areas of concern within the Team; encouraging and maintaining workable relationships between team members.
- c) *Guardian:* Guardian over all team members and serve as a liaison between players and Executive Committee. The Team Captain shall preside over all General Meetings.

- C. **Financial Officer.** The Financial Officer shall have charge of and be responsible for all areas in relation to financial administration of the Team. The Financial Officer shall administer over the following areas

as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Budget*: Maintain the budget, as well as have the authority to set & collect fines, fees, and assessments from time to time as may be required.
- b) *Foundation*: Act as a liaison between the Team and its primary support/fundraising organization, The Carolina Rugby Foundation, for the purpose of planning, executing, and evaluating short-term and long-term financial goals.

D. Public Relations Officer. The Public Relations Officer shall have charge of and be responsible for all areas in relation to the propagation of the Team. The Public Relations Officer shall administer over the following areas as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Representation*: Serve as the liaison between the Team and local media centers.
- b) *Reports*: Record & report match results to all available outlets, including in each report the final scores, match summaries, key play makers, coaches' and players' comments, and a summation of next week's events.
- c) *Information*: Write and send press releases or briefs when applicable to all available outlets.
- d) *Online*: Maintain the Team's online presence, to include websites and various social networks.
- e) *Alumni*: Act as a liaison between the Team and its alumni, Carolina Olde Boys, for the purpose of maintaining positive relations in order to encourage involvement and financial support.

E. Marketing Officer. The Marketing Officer shall have charge of and be responsible for all areas in relation to the financial promotion of the Team. The Marketing Officer shall administer over the following areas as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Representation*: Serve as the liaison between the Team and commercial interests.
- b) *Strategy*: Design, implement, and facilitate annual marketing strategies for the Team.
- c) *Sponsorship*: Solicit and coordinate all sponsorship and fundraising activities.
- d) *Promotions*: Develop promotional materials, which include marketing print and collateral copies.
- e) *Apparel*: Select, order, and distribute all team apparel purchases, to include team kits, match attire, practice attire, and any additional items as needed.

F. Recruitment Officer. The Recruitment Officer shall have charge of and be responsible for all areas in relation to player outreach. The Recruitment Officer shall administer over the following areas as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Outreach*: Responsible for player recruitment through student outreach, both on and off campus, organization fairs and community events, and game day activities, as well as serve as the initial responder for Team information.
- b) *Exchanges*: Establish International connections with sister universities and current feeder programs to promote international exchanges.
- c) *Admissions*: Provide selection/placement assistance to prospective student athletes seeking admission into the university ahead of others.
- d) *Scholarships*: Coordinate scholarship and endowment efforts for purposes of recruitment and retention of players who are not only successful on the field, but also require financial assistance towards furthering their education.

G. Philanthropy Officer. The Philanthropy Officer shall have charge of and be responsible for all areas in relation to the promotion of community goodwill and player altruism. The Philanthropy Officer shall administer over the following areas as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Community Involvement:* Engage in events with the purpose of bettering the community, and participating in any campaign which would further the stature of rugby.

H. Operations Officer. The Operations Officer shall have charge of and be responsible for all areas in relation to the on field activities of the Team. The Operations Officer shall administer over the following areas as well as other duties that may be assigned to him by members of the Executive Committee and/or the By-Laws of the Team:

- a) *Playing Surface:* Prepare the playing surface, in accordance with IRB regulations, prior to every event, as well as oversee the field's demolition after such events.
- b) *Equipment:* Arrange for the use of team equipment for each match and practice session, as well as maintaining the Team's supply of jerseys; selecting, ordering, and distributing all team equipment purchases.

5.3 Each Executive Committee Officer may appoint additional personnel or advisers to serve under them at their discretion to support their function.

5.4 The Executive Committee shall have full power to deal with all matters relating to the Team not reserved to a General Meeting in terms of this Constitution, including power to make public and enforce such by-laws as the Committee feels necessary to govern the activities of the Team. They may enter into any variances of contractual agreements on behalf of the Team, and they may generally exercise all such powers granted within these by-laws or are otherwise authorized to exercise, except those powers expressly reserved for the individual offices of Men's Rugby at the University of South Carolina.

5.5 The Faculty/Staff Advisor to the Team shall be nominated & approved by the Executive Committee. 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 all NSO meetings and activities.

6) OFFICER TENURE

6.1 Nominations

- A. The Team Administrator, at the appropriate time, shall announce a nominating window.
- B. All positions of the Executive Committee, excluding the Team Captain, shall be open to Team members for nomination.
 - a) Any person seeking to hold office must maintain the cumulative GPA requirement for graduation and remain in good standing in their respective college.
 - b) The coaching staff shall nominate candidates to serve in the capacity of Team Captain.
 - c) Only those members who have served in a formally elected position the entire preceding election cycle may run for the Office of Team Administrator.
- C. Each candidate shall provide a written account of the qualifications he possesses that will assist him in carrying out the duties of the office for which he is running for.

6.2 Elections

- A. All Executive Committee members, excluding the Team Captain (See 6.2.B), shall be elected prior to the start of the Spring Academic Calendar at the Mid-Season General Meeting by a simple majority of the membership holders present at the meeting.
- B. Directly following the swearing in process, the newly instated officers shall meet to vote on the candidates nominated for the position of Team Captain. Once a candidate is approved by the Executive Committee, the newly elected officer shall then be sworn into office.

6.3 Terms

- A. All Executive Committee members shall hold such positions for one (1) year. Their terms shall begin immediately following the election process.

6.4 Removal & Vacancies

- A. In the instance of a removal charge placed on an officer, the charges must be submitted in writing to the Head Coach with the signatures of no less than five Team members.
- B. In the instance of a removal charge placed on the Head Coach, the charges must be submitted in writing to the Team Administrator with the signatures of no less than five Team members.
- C. The removal of a sitting officer or Head Coach shall be resolved by a two-thirds majority vote at General Meetings where a simple majority of eligible voters is present.
- D. An officer or coach may resign at any time with or without cause. If the post of any officer or coach should fall vacant, the Executive Committee shall have the power to fill the vacancy until the succeeding season.

7) MEETINGS

7.1 Pre-Season General Meeting

The Team shall hold a Pre-Season General Meeting each year with the date to be determined prior to the beginning of the Fiscal Year on August 1st:

- ❖ Receive individual reports from Officers of the Executive Committee.
- ❖ Develop a budget for the following year to begin on August 1st.
- ❖ Consider changes to the Constitution.
- ❖ Review current by-laws and consider additional by-laws.
- ❖ Address other relevant business.

7.2 Mid-Season General Meeting

The Team shall hold a Mid-Season General Meeting each year following the conclusion of the Fall matrix, though prior to January 1st of the following year.

- ❖ Receive individual reports from Officers of the Executive Committee.
- ❖ Submit candidate slate, hold elections, and swear in new officers.

7.3 General Meetings

The Team shall have the option to hold regular General Meetings each year:

- ❖ Receive individual reports from Officers of the Executive Committee.
- ❖ Consider changes to the Constitution.
- ❖ Review current by-laws and consider additional by-laws.
- ❖ Address other relevant business.
- ❖ Closed Executive Sessions may be entered into only by a two-thirds majority vote of the Executive Committee present or if noted on the agenda.

7.4 Executive Meetings

In the event a General Meeting is called, there shall be an Executive Committee Meeting held twenty-four (24) hours prior to the General Meeting.

7.5 Extraordinary Meetings

An Extraordinary General Meeting shall only be called by the consent of a majority of the Executive Committee. Notice will be provided to each player either in writing, by receipt confirmed e-mail, or direct telephone contact. No Truancy fines will be assessed for any special called meetings.

7.6 Quorum

A quorum shall only be established when two (2) Officers and the Team Captain along with 50% of all eligible voters are in attendance. All meetings are open to all members of the Team and interested persons.

7.7 Notices

At least seven (7) day notice of the time, place, and Agenda shall be given to all voting members of any General Meeting if a vote of high importance, as deemed so by the Executive Committee, is to be taken. No business shall be conducted unless fair notice thereof is contained in the Agenda.

7.8 Voting

- A.** Changes to the Constitution and officer elections and/or impeachment decisions shall be resolved by eligible voters comprised of the Executive Committee Officers and players from the Team that are present at the meeting.
- B.** All other decisions shall be resolved by eligible voters comprised only of the Executive Committee Officers that are present at the meeting.
- C.** The Team Captain shall only cast a vote in the event of a tie decision. The coaching staff shall withhold from voting.

7.9 Changes to the Constitution

- A.** Any change to the Constitution shall be resolved by a two-thirds majority at General Meetings where a simple majority of eligible voters is present.
- B.** A proposal to change the Constitution must be submitted in writing to the Team Administrator who shall circulate the proposal to all members and allow seven (7) days for submission of any amendments before calling a meeting in accordance with rule 7.7 above.

8) FINANCE & ACCOUNTS

8.1 The financial year shall run from August 1st to July 31st of the following year.

8.2 A budget will be proposed and ratified by eligible voters that are present at the Pre-Season General Meeting. Revisions to the budget can be made at General Meetings by a simple majority of eligible voters.

8.3 The Financial Officer shall maintain the budget, as well as have the authority to set & collect fines, fees, and assessments from time to time as may be required.

A. Each participant will pay the annual CIPP and associated fees as specified to USA Rugby.

B. The Team has the right to establish and collect player dues.

8.4 All checks or charges drawn against the Team's funds shall only be signed by Officers of the Executive Committee.

8.5 All expenditures must be approved by the Team Administrator in agreement with the Financial Officer before they are executed.

8.6 All members of the Team shall be jointly and individually responsible for the financial liabilities of the Team.

8.7 Any Team member who engages in the misuse of funds will be issued a written reprimand by the Financial Officer who will then file this reprimand with the Executive Committee. The Executive Committee will have the binding judgment on whether or not this individual's membership status will be revoked.

9) DISSOLUTION

9.1 The Team is a non-profit organization. All profits and surpluses will be used to maintain or improve or develop the Team or to carry out the objects of the Association to which it is affiliated. No profit or surplus will be distributed other than to another non-profit body on a commencement or dissolution of its conference.

Said organization is organized exclusively for the charitable, religious, educational, and scientific purposes including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 401(C)3 of the Internal Revenue Code, or corresponding section of any future federal tax code.

9.2 Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within meaning of section 501(C)3 of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

10) POLICIES & PROCEDURES

10.1 The Team shall propose and administer a set of Policies & Procedure.

The Standing Policies & Procedures of Men's Rugby at the University of South Carolina

These Policies & Procedures are set forth in fulfillment of Article X of the Constitution & By-laws of Men's Rugby at the University of South Carolina.

CODE OF CONDUCT

Coaches

USA Rugby coaches commit themselves to a positive, player-centered approach in their coaching. A USA Rugby coach in good standing pledges:

- A.** To be a positive role model for Rugby and its players.
 - a)** Coaches encourage their players to also be positive role models for Rugby and other players.
- B.** To respect the rights, dignity and worth of every player within the context of their involvement in Rugby.
 - a)** Coaches focus on their player's improvement as well as on results. They develop and maximize each player's physical, mental and emotional potential.
 - b)** Coaches place the welfare and safety of each player above all other considerations, including match results.
 - c)** Coaches believe all players are deserving of equal attention and opportunities.
 - d)** Coaches refrain from any discriminatory practices on the basis of gender, race, religion, sexual orientation, ethnic background, or special ability/disability.
- C.** To represent self and specialized standing in an honest manner enhancing the reputation of the Rugby coaching community.
 - a)** Coaches are responsible for their actions.
 - b)** Coaches display high standards through language, manner, punctuality and presentation.
 - c)** Coaches display control, dignity and respect for all involved with Rugby - including players, opponents, coaches, officials, administrators, the media, parents and spectators.
 - d)** Coaches comply with USA Rugby membership requirements for themselves as well as their players.
 - e)** Coaches seek continual improvement through performance appraisal, coach education and maintaining current USA Rugby certification and other relevant qualifications.
- D.** To make decisions based on the best interests of a player's sporting, education and vocational careers.
 - a)** Coaches do not place players in competitive or training situations until they are sufficiently prepared or sufficiently recovered from injury.
 - b)** Coaches acknowledge the individual talents and potential of players.
 - c)** Coaches set the appropriate training programs based upon the developmental level of the player.
 - d)** Coaches maintain a balanced emphasis on sporting involvement within life objectives.
 - e)** Coaches provide planned, sequential training programs.
- E.** To operate within the spirit of the game, the laws of Rugby and the policies of its governing bodies.
 - a)** Coaches embrace and enforce the laws, guidelines, regulations and policies of the International Rugby Board and USA Rugby and its constituent bodies.

- F.** To reject the use of performance enhancing drugs in sport and abide by guidelines set forth by National and International regulatory bodies including the World Anti-Doping Agency (WADA) and the United States Anti-Doping Agency (USADA).
 - a)** Coaches do not tolerate the use of performance-enhancing drugs and support players' efforts to be drug-free.
 - b)** Coaches abide by the rules and regulations of the USADA and WADA.
 - c)** Coaches respect the health and dignity of players to compete on the basis of their abilities, within the laws of the game.
 - d)** Coaches educate their players on drugs in sport issues.

- G.** To refrain from any form of harassment of players or colleagues.
 - a)** Coaches refrain from any form of personal, verbal, physical or emotional abuse of players.
 - b)** Coaches refrain from, and prevent, any form of sexual harassment towards players or colleagues.
 - c)** Coaches ensure that any physical contact with players is appropriate to the situation and necessary for the player's skill development.
 - d)** Coaches do not engage in sexual/romantic relationships with players or other participants over whom the coach has evaluative, direct, or indirect authority because such relationships are likely to impair judgment or be exploitive.

- H.** To exercise a standard of care consistent with the coach's qualifications as a Rugby coach.
 - a)** Coaches act out of concern for the health, safety, and welfare of players and colleagues.
 - b)** Coaches refrain from providing services or advice that is outside the scope of their competency.
 - c)** Coaches ensure medical care is available to players.

- I.** To provide a safe environment for training and competition.
 - a)** Coaches ensure equipment & facilities meet safety standards.
 - b)** Coaches ensure equipment, rules, training and the environment are appropriate for the age and ability of the player.
 - c)** Coaches ensure an emergency response plan is in place at all training and competitions.

- J.** To act out of concern and caution towards sick and injured players.
 - a)** Coaches encourage players to seek appropriate medical advice.
 - b)** Coaches allow further participation in training and competition only when appropriate.
 - c)** Coaches modify training programs when appropriate.
 - d)** Coaches maintain the same interest and support towards sick and injured players.

Players

Players are the most important people in our sport and are role models for all involved in the game. USA Rugby's aim is to encourage all players to act in the best interests of the game and USA Rugby at all times and to maintain the highest standards of conduct. Fair play and respect for all concerned are fundamentally important.

- A.** A South Carolina Rugby participating player in good standing pledges:
 - a)** To remember that as a participating player he is an ambassador for the sport and the country and will set a positive example for others, particularly young players and supporters. This includes physical appearance and demeanor in public, in training, in coaching, when competing and especially in defeat.
 - b)** To demonstrate high regard for the best interest of the game when publicly expressing an opinion on the game or any particular aspect of a match or incident.
 - c)** To use appropriate language when representing the sport in public places. A participating player will not tolerate inappropriate language in others in such settings.

- d) To operate in the spirit of fair play and the Laws of the Game in pursuit of victory, as well as know and abide by the Laws of the Game and competition rules.
- e) To accept the decisions of Match Officials and will show respect for Match Officials at all times.
- f) To abide by the instructions of coaches and team officials in keeping with the spirit of this code.
- g) To demonstrate respect towards opposition players, team officials and supporters at all times.
- h) To develop sporting abilities in terms of skill, technique, tactics and fitness. A participating player will strive for a level of fitness and competitive readiness that will permit his performance to be at the maximum of his abilities.
- i) To refrain from conduct detracting from his ability or that of his teammates to attain peak performance.
- j) To safeguard the physical fitness of his teammates and opponents, avoiding unnecessary violent play and assisting injured players where necessary.
- k) To resist any temptation to take banned or illegal substances or used banned or illegal techniques.
- l) To manage injuries, and rehabilitation from injuries, with honesty and openness with coaches and medical staff at all levels.
- m) To resist any influence which might, or might be seen to, bring into question his commitment to the team winning.
- n) To make himself available to represent South Carolina in competition and to attend all team meetings, functions, practices, games and road trips—arriving on time for each. Players are excused from class only to participate in regularly scheduled games. Every effort will be made to schedule practices and team functions so that they do not interfere with class meetings.
- o) To participate in team community service projects and will work on team fundraising events.
- p) To not participate in a sport other than Rugby, unless given approval by the head coach.
- q) To maintain the highest standard of conduct both on and off campus, reflecting the values and principles of the Carolina Creed while obeying all federal, state and local laws and ordinances.
- r) To be a campus leader and in good standing with the University in all areas (may not be on probation for any academic or non-academic reason).
- s) To abide by all rules, regulations, and guidelines of the University and to provide a cooperative and supportive attitude toward university programs.
- t) To attend classes regularly, to complete classroom and academic assignments, and to observe dormitory regulations of the University.

Spirit of the Game

- A. Rugby owes much of its appeal to its traditions which dictate that the game is played both to the letter and within the spirit of the Laws. It is the responsibility of coaches, captains, players, referees, administrators and fans to create an environment where the highest possible standards are promoted and maintained at all times on and off the field of play.

It is through discipline, control and mutual respect that the Game flourishes and, in the context of a game as physically challenging as Rugby, these are the qualities which forge the fellowship and sense of fair play so essential to the Game's ongoing success and survival.

These traditional values remain as important to Rugby's future as they have been throughout its long and distinguished past. The principles of Rugby are the fundamental elements upon which the Game is based and they enable participants to immediately identify the Game's character and what makes it distinctive as a sport.

Diversity – 'A Game For All'

- A. USA Rugby is proud to serve a diverse membership of players, coaches, officials and fans and is committed to creating and promoting a culture of inclusion and mutual respect, regardless of race, color, creed, national origin, religious beliefs, sex, age, gender identity, disability or sexual orientation.

We celebrate the differences that make our members unique and special and do not tolerate discrimination, bullying or exclusion in any form.

USA Rugby expects its leadership, coaches, officials, teams, players, administrators and fans to promote a culture of acceptance and support through their actions and through the recruitment of members without regard to sex, race, physical disability, or sexual orientation.

The community of scholars at the University of South Carolina is dedicated to personal and academic excellence. Choosing to join the community obligates each member to a code of civilized behavior. As a Carolinian, the member will practice personal and academic integrity, will respect the dignity of all persons, will respect the rights and property of others, will discourage bigotry, while striving to learn from differences in people, ideas, and opinions, and will demonstrate concern for others, their feelings, and their need for conditions which support their work and development.

Through our commitment to diversity and mutual respect, we believe that the sport of rugby will continue to grow and become a powerful voice of change in the world of sport.

Departmental Rugby Scholarship

- A. The awarding department (Student Life/Campus Recreation) shall play the primary role in reviewing applicants, selecting the recipients, and relaying them to the Office of Financial Aid and Scholarships via the already established process. Departmental scholarships will adhere to set institutional policies regarding eligibility. Only Rugby Sport Club members in good standing may be considered.

Recipients will receive an agreed upon monetary award towards tuition and a departmental rugby scholarship tuition reduction in the value set annually by the University Board of Trustees. The awarding department shall have authority to adjust the monetary award component of the scholarship at any time, as long as the amount meets the necessary minimum threshold. The maximum institutional scholarship funds awarded to a recipient will be 100% of tuition. Fees are not included.

This scholarship is for one semester with the option to renew. The awarding department shall have full discretion over the continuance or discontinuance of any scholarship. Recipients are not guaranteed a roster spot on the Rugby Sport Club at the University of South Carolina.

DISCIPLINE

Disciplinary Policy

- A. The Head Coach may take interim disciplinary action from either a referee report, individual or spectator report, or individually against individuals for failing to meet policy and procedures standards of Men's Rugby at the University of South Carolina, the SCRC or USA Rugby. The Head Coach's decision is binding until a formal verdict has been cast by the SCRC Disciplinary Chair regarding such instances.
- B. Acting as a member of the Southeastern Collegiate Rugby Conference, SCRC Disciplinary procedures will be invoked upon Men's Rugby at the University of South Carolina for consistency, due process, and fairness.

Appeals

- A. Disciplinary appeals must be submitted to SCRC Disciplinary Chair within seven (7) days of upon receipt of the SCRC Disciplinary Chair's decision. Appeals will be handled according to the SCRC disciplinary appeals processes.

Substance Policy

- A. Alcoholic beverages, tobacco, performance enhancing drugs, and illegal narcotics are strictly prohibited. Players disobeying this rule will face strict disciplinary action, and repeated or severe abuses shall be considered grounds for termination. The Team prohibits the display or advertising of alcohol, tobacco, or other obscenities, as determined by the Team Executive Committee, (pubs, saloons, bars, etc.) on its official kit or promotional material.

COACHES

- A. All coaches are required to be officially certified through USA Rugby and the International Rugby Board.
 - a) All coaches must complete the USA Rugby online coaching modules of IRB Rugby Ready and the Positive Coaching Alliance's *Double-Goal Coach*, as well as maintain a current CIPP status through USA Rugby. A face-to-face USA Rugby Coaches' Course is also required to become fully certified.
- B. A minimum age requirement of 21 years has been established for all coaches.
- C. The Head Coach is nominated by the Team Administrator and then voted upon by the Executive Committee for final approval.
- D. Assistant Coaches are nominated by the Head Coach and then voted upon by the Executive Committee for final approval.
 - a) Assistant coaches answer directly to their respective team head coach, with all serving under the helm of the Team Head Coach.
 - b) The removal of an Assistant Coach requires a general consensus of all Team members, including the Team Administrator, in order to proceed.
- E. Coaches may appoint any number of Developmental Assistants to serve under them as facilitators in practice drills and structure.
 - a) Developmental Assistants are not required to be USA Rugby certified, though they must meet a minimum age requirement of 18 years and have completed the USA Rugby CIPP process.
 - b) The Team Administrator has the authority to remove a Developmental Assistant from the playing field at any time with just cause, for an indefinite amount of time if he sees it necessary to do so.

DISCLAIMER

The above Men's Rugby at the University of South Carolina Policies & Procedures are current for August 2015. Please make sure to verify the current policies and procedures at www.USCRugby.org as they may have been revised.