**Constitution & By-Laws of the Men’s Rugby Football Club of UW-Stout**

Constitution

**ARTICLE I: NAME**

Section 1: The name of the organization shall be the Men’s Rugby Football Club (RFC), which is a student organization at the University of Wisconsin-Stout.

**ARTICLE II: ORGANIZATIONAL PURPOSES**

Section 1: The purpose of this organization is to provide male students with the opportunity to develop rugby related skills, and to compete in a prominent rugby program in a collegiate setting.

1. To plan events and matches that includes, or involves the University of Wisconsin-Stout community. These events will include, but is not limited to, practices, matches (on and off campus), tournaments, and trips to watch higher level rugby matches.
2. To increase the awareness of the game of rugby by our University of Wisconsin - Stout community as a whole.

**ARTICLE III: OBJECTIVES**

Section 1: The objectives of Men’s RFC are as follows:

1. Continue to be an accomplished rugby program in the state of Wisconsin and to be victorious at the national playoff finals.
2. To establish virtuous relationships, reputations, and respect for others through our actions on and off the pitch.
3. Develop quality individuals through hard work, discipline, and moral guidance for the betterment of the team, school, and community.

**ARTICLE IV: AFFILIATIONS**

Section 1: Wisconsin Rugby Football Union Collegiate Men (WRFU)

1. There are yearly dues for the team to be registered with WRFU.

Section 2: USA Rugby Union

1. There are yearly dues for the team to be registered/insured through USA Rugby.
2. There will also be a yearly $40 CIPP fee per player.
   1. This fee will be included in player dues.

**ARTICLE V: MEMBERSHIP**

Section 1: Membership is open to all registered students in good standing at the University of Wisconsin-Stout. All student organization members must maintain, at minimum, a 2.0 grade-point average (on a 4.0 scale) to be eligible for participation in a recognized student organization.

Section 2: Men’s Rugby Football Club will not discriminate against membership based upon race, gender, religion, ancestry, age, veteran status, marital status, sexual orientation, income, physical ability or political ideology, unless specified in the governing document of the organization to an exception recognized by the University, local, state, or federal laws/ordinances.

**ARTICLE VI: OFFICERS**

Section 1: Officers of the Men’s RFC will be as follows:

* President
* Vice President/Treasurer
* Match Secretary
* Equipment Manager
* Alumni, Fundraising, & Recruiting Manager

Section 2: Duties of officers:

* President
  + Responsible to the team’s advisor and SSA for efficient and compliant operation of the Stout RFC
  + Shall take part in organizing, scheduling, and presiding over all Stout RFC executive and general meetings. Executive meeting are to take place bi-monthly; General meetings bi-annually.
  + Official contact for any issue brought up by a team member, and is responsible for facilitating discussion of issue with the exec board and team captains.
  + Shall submit the yearly budget to SSA for club funding in coordination with VP/Treasurer.
  + Shall manage and update all online and social media channels to provide the current information of club activities.
  + Shall provide adequate supervision for all club activities.
  + Shall work with exec board & team captain to determine punishment if team rules have been broken.
  + Shall keep membership updated as much as possible.
  + Shall act as treasurer in the event that the Vice President/Treasurer of the respective team cannot be present.
  + Shall act in cooperation with Vice President/Treasurer on all Exec board decisions.
  + Shall act in cooperation with the Exec board members from the other team.
  + Shall act as primary contact should any university personnel need to contact the club in the case that an issue needs to be resolved immediately.
* Vice President/Treasurer
  + Responsible for all financial responsibilities. Including but not limited to collection of dues from current club members, paying of dues for all union fees(USA Rugby, WRFU, WIIL Conference, and respective Referee Associations), entrance fees of spring and summer tournaments(in coordination with match secretary), and submission of purchase requests to the university.
  + Shall verify all account transactions.
  + Additional contact for any issue brought up by a team member, and is responsible for facilitating discussion of issue with the exec board and team captains.
  + Shall type & catalog relevant materials and notes for executive board & general meetings, and inform the entirety of the club of any major decisions through email within 24 hours of said meeting.
  + Shall cooperate with the respective team President on all Exec board decisions.
  + Shall act as President in the case of presidential absence.
  + Shall act in cooperation with the Exec board members from the other team.
  + Shall assist the respective team President, as they need.
* Equipment Manager
  + Responsible for maintenance and handling of all necessary practice equipment (balls, cones, pads, flags, medical kit, and the scrum sled); and ensuring said equipment is available at every respective team~~’s~~ practice.
  + Responsible for coordination and handling of all necessary game equipment (balls, jerseys, goal posts, field marking flags, shorts, medical kit and water); and ensuring said equipment is available for every respective teamgame.
  + Sees that for every home game the field is set up properly with markings, and posting signs that clearly prohibit the consuming of alcohol on campus.
  + Shall coordinate and manage the current line of Stout RFC appeal.
* Match Secretary
  + Shall represent the club as the official contact for opposing teams to coordinate, manage, and provideinformation about an upcoming match or event.
  + Shall be responsible for contacting opposing teams for information about match times and locations.
  + Shall organize, manage and coordinate throughout the club all spring and summer tournaments; with final approval of tournament schedule coming from a majority vote by the executive board.
  + Shall advertise game information to university classmates through posters in coordination with Alumni, Fundraising, & Recruiting Manager
* Alumni, Fundraising, & Recruiting Manager
  + Shall coordinate and manage annual alumni weekend
  + Shall catalog and maintain alumni contact information.
  + Shall inform alumni of important team affairs/events through a bi-annual newsletter to be mailed and/or emailed to all alumni contacts.
  + Is responsible for the organization, coordination, and management of no less than one fundraising/public relations event per calendar year.
  + Shall develop and manage posters for the purpose of recruiting and advertising of fundraising events in coordination with Match Secretary.
  + Shall be responsible for organization of backyard bash recruiting materials and activities.

Section 3: Election of officers

* Elections will take place at the end of fall season.
* All exec board positions will be appointed by a majority vote of all active members of the team.
* No absentee ballots will be accepted.
* Exec board can strongly recommend any respective team member for any position.
* Self-nominations, and nominations from others are strongly encouraged.

Section 4: Officers shall take office at the beginning of the spring season, and shall serve until the end of the following fall season.

ARTICLE VII: REMOVAL/REPLACEMENT OF OFFICERS

Section 1: Officers failing to fulfill their given responsibilities and duties may be removed by the regular members of the team.

Section 2: Removing an officer requires a 2/3 vote of the regular members of the team.

Section 3: The officer in question will have a chance to defend their position prior to the vote.

Section 4: In the case of a Presidential vacancy, the Vice-President will take over as acting President.

Section 5: All other exec board positions that become vacant shall be filled by a special election.

ARTICLE VIII: MEETINGS

Section 1: A regularly scheduled general meeting shall be held at least once per semester.

* Additional general meetings may be called by the exec board when/if the need arises.

Section 2: Executive board meetings will be held bi-monthly throughout the active school year

* All exec. board meeting times and locations shall be provided to all team members.

ARTICLE IX: AMENDMENTS

Section 1: All amendments to this Constitution require a two week notice prior to being discussed, and voted upon.

Section 2: Amendments require a 2/3 vote of a quorum for adoption into the Constitution.

ARTICLE X: ADVISOR

Section 1: The advisor for Men’s Rugby must be a faculty or staff member of the University of Wisconsin – Stout.

Section 2: The advisor is currently Laura Evans, Assistant Director; Recreation.