

2022-2023 CONSTITUTION OF GVSU Women's water polo Club

INTRODUCTION

We, the GVSU Women's Water Polo Team, are committed to excellence and to competing in the sport of water polo at the collegians level.

ARTICLE I: NAMES

The official name of this organization shall be the Women's Water Polo Club of Grand Valley State University, hereafter referred to as the **GVSU Women Water Polo Club**.

ARTICLE II: PURPOSE

The purpose of this organization shall be to provide every member of the club with quality experience of water polo at collegiate level while painting a high degree of sportsmanship and being positive representatives of Grand Valley State University

ARTICLE III: MEMBERSHIP

- A. Affiliation with Governing Body
 - a. The GVSU Woman's Water Polo Team is Affiliated with the Collegiate Water Polo Association
 - b. Must be a full time student at GVSU, interested in the sport of water polo, able to commit to the team and the travel
- B. University Oversight
 - a. All clubs operate as University Affiliated Organizations and are held accountable to university policy under the student code.
 - b. Clubs can be subject to disciplinary action even when individual members are not.
 - c. Hazing is strictly forbidden and will result in investigation whenever allegations are made to Club Sports or the Office of Student Conduct and Conflict Resolution.
- C. Individual General Membership
 - a. **Any student who attends GVSU and is interested in playing the sport Water Polo can become a member of the team**
 - b. Any student that wishes to be a member of Women's Water Polo Club must pay any and all dues owed to the club to be eligible to participate with the club. Exceptions can be made based on Women's Water Polo Club executive board discretion.
 - c. Qualifications/Responsibilities of General Members
 - i. Eligibility
 - 1. All members must be currently enrolled GVSU Students with a minimum of 1 credit for each semester.

2. Membership/Competition requirements of affiliated organizations above supersedes.
 - ii. Members affiliated with Women's Water Polo Club are required to adhere to the GVSU student code at all times. Failure to abide by the student code may result in referral to the Office of Student Conduct and Conflict Resolution.
 - iii. Members must attend at least 80% of the practices during the winter semester, attend all conference tournaments and championships. Attend at least 50% of other tournaments. Attend at least 60% of the fundraising events throughout the school year. All expectations revolve around attendance to either practices or fundraising events.
- D. Membership Selection
- a. The GVSU Women's Water Polo team does not have try outs or cuts when selecting our members
- E. The Women's Water Polo Club shall not discriminate against anyone on the basis of race, color, sex or sexual preference, handicap, national origin, or religious affiliation or belief.

ARTICLE IV: EXECUTIVE BOARD

Women's Water Polo Club executive board will act as liaisons for the club to Club Sport Administration within the Recreation & Wellness department and Grand Valley State University. It will include four required positions; President, Vice President, Financial Officer, and a Risk Manager. Clubs may have additional executive board officers whose titles and duties are to be named by the club as it fits their needs. All officers will be elected by general club members, serve a one-year term, and be eligible for re-election. (Add additional executive board positions below as needed)

- A. President
- a. Must be registered for at least 6 semester hours of credit at GVSU. Carry a 2.0 cumulative GPA and be in good academic standing with the University. Must have won vote with the majority and must serve from end of previous season, to end of the following season.
 - b. Must be present at all practices of GVSU Woman's Water Polo Team. Unless otherwise discussed with team.
 - c. The student code recognizes the club President as the main point of contact and respondent for all student conduct matters levied against the club. Run practices, if notified by the coach in advance with a set. Create an agenda and plans for organization. Including scheduling all tournaments with other collegiate club programs in the Midwest. The president will be the main contact for the other collegiate teams and should respond to emails within 48-72 hours. The president should oversee all other positions, assist with other executive board members with their duties. For example, ensuring that fundraising events are being scheduled

and attended by other team members. The president will be the second member to be on the GVSU Women's Club Water Polo Team, off campus account, and will be responsible for overseeing purchases, withdrawals, and deposits via a google document excel sheet. Along with collecting dues from members in accordance to the scheduled due dates. Work with treasurer to determine the amount for dues for the season. Work together with the vice president to ensure that all club sports meetings have a board member in attendance. Also, work with the VP to attend the conference call in September/October in order to determine the conference and championship tournament weekends. Responsible for updating LakerLink. Sending roster to other universities for traveling tournament, updating the CWPA site with new information before every season, update roster for club sports and manage the social media for the season.

B. Vice President

- a. Must be registered for at least 6 semester hours of credit at GVSU. Carry a 2.0 cumulative GPA and be in good academic standing with the University. Must have won vote with the majority and must serve from end of previous season, to end of the following season.
- b. Address any duties deemed necessary by the organization and/or the president. Perform the duties of the president in her absence. After the fall semester, and the roster is set with the new players, organize a carpool to ensure everyone has a ride to our off-campus facility. In addition to the season carpool, the vp will be in charge of setting up carpools to tournaments during weekends of travel. Book hotels and assign teammates to rooms during weekends of travel. Consistently check in with our campus sports contact. Also, be willing to be the second contact for the club team- talking to both other teams, facilities, hotels...etc. Recording minutes and attendance for each meeting.

C. Financial Officer

- a. Must be registered for at least 6 semester hours of credit at GVSU. Carry a 2.0 cumulative GPA and be in good academic standing with the University. Must have won vote with the majority and must serve from end of previous season, to end of the following season.
- b. Continually updating all financial records including both on and off-campus accounts. Updating the teams records on the team email account using google document excel sheets- including meeting deposits, withdrawals, and purchases. Submit GVSU student senate assigned funding meeting as required. Determine the official value for dues before beginning of season, determine the due dates for dues, collect dues by the allotted times. Responsible for the team debit card, and checkbook. Responsible for sending checks to school for tournament fees. Responsible for working with fundraising chair in order to ensure we are raising enough for the CWPA fees. Collaborate with Hudsonville Aquatic department to determine pool time rates. Keep track of which teammates have paid dues,

apparel, extra expenses... eat. In charge of ensuring that each teammate has paid what was agreed upon. Create fundraising events on campus, or in the surrounding towns, to offset the cost of pool time, dues, etc.

D. Risk Manager

- a. Must be registered for at least 6 semester hours of credit at GVSU. Carry a 2.0 cumulative GPA and be in good academic standing with the University. Must have won vote with the majority and must serve from end of previous season, to end of the following season.
- b. Must be CPR/First Aid/AED certified. Must observe practices and make sure it maintains a safe environment as well is prepared to save or correct teammates who are practice unsafe actions.

Article V: Elections

- A. Timing for nominations; End of winter semester
- B. Members who wish to apply for board position must notify existing board member of wishes and comply with any criteria needed for application.
- C. Timing for elections
 - a. Elections will take place electronically with votes from each member to deterred who has majority for each position.
 - b. To be elected members have to have majority voted for them through the election.
 - c. In the event a position is vacated prior to the end of the academic year, the nomination and election process may take place within a week.
- D. Impeachment processing and charges may be moved by the captains of the team, and the other members of the executive board. Issues with the charged board member should be discussed with the coach and the whole team.

Article VI: Advisor & Coach

- A. Faculty/Staff Advisor
 - a. Required to be a full time GVSU faculty or staff member
 - i. Club Sports Assistant Director or Coordinator will act as your advisor if you do not have one
 - b. Each advisor shall serve his/her team from the time of election to the time the admission wants to withdraw their participation as advisor to this organization. Be the support person on the GVSU campus for the organization.
- B. Coach
 - a. Responsibilities; Insight and guide over schedule/budget, team/roster selections, purchasing, travel coordinator, league/conference liaison, outlining practice and competition duties/requirements, communication requirements, recruiting requirements.

Article VII: Meetings

- A. There will be one new member meeting prior to season beginning (board members will discuss appropriate meeting time/place). Each practice will be from Mondays-Thursdays 7:30-9:30 at Hudsonville High School.
- B. The Board will meet once a month prior to the season and will meeting once a week during season.
- C. There will be an agenda sent out in group me to all members as well as any changes/information about meetings/practice times.

Article VIII: Dues

- A. Members will be charged with a fee at the end of each winter season depending on degree of fundraising per year, and the number of women on the team. These dues will be charged through an online payment through the GVSU page sent to members by the board.
- B. Members will be charged via online and the due date will be determined by the board members.
- C. Members dues will go towards CWPA fees as well as hotel, transportation, food, and Hudsonville pool practice times.
- D. If a member does not pay dues they will not be allowed to play on the GVSU Women's water polo team any following year and will be looked into more in the "Roberts Rules of Order" to resolve the conflict. If a member is advocating for a return of their money this will be discussed with GVSUs Club Sports assistance director or coordinator as well as the board and coach to decided if the member is correct to received a refund.

Article IX: Amendments

Any amendments to these articles or by-laws must be made by a two-thirds of Quorum at a General Membership meeting at the discretion of the executive board.

Article X: By-Laws

By-Law I: Quorum

A quorum shall consist of three-fourths of the membership of the club membership.

By-Law II: Disciplinary Regulations

*Please see note below

What is the process and procedures if a member does not follow an item in this constitution? Members will be brought up to the board and coach after being giving an opportunity to correct themselves. If the member does not correct themselves we will look to "Roberts Rules of Order" to resolve any disputes, conflicts, or rulings.

How will you work to address adverse behavior in a proactive matter that repairs harm caused by the actions of individual members? Members will be taken aside one on one with either a board member or coach to discuss their behavior and depending on their action will be send

home from that practice. If behavior continues player may be suspended from practices/games or kicked off the team. This will be discussed by board members and coach before punishment is enforced.

By-Law III: Procedure for Amendments

By-laws may be amended at any meeting by a two-thirds vote of the membership present. All changes will be submitted in writing to the membership at least two weeks in advance.

By-Law IV: Any other necessary by-laws

This can include requirements around fundraising, attendance, social media, apparel, behavior, travel, etc... if not in another section

N/A

*In regard to student conduct the GVSU Office of Student Conduct and Conflict Resolution (OSCCR) has moved away from solely punitive measures and now employ a restorative justice approach whenever possible. We encourage clubs to research this approach and consider its steps when deciding on their disciplinary process. Club Sports and OSCCR are happy to help you work through these processes should a grievance occur. As mentioned in Article III all clubs and GVSU students are still required to respect the student code. OSCCR, in consultation with the Dean of Students, reserves the right to intervene when clubs take disciplinary action against their members that does not conform with stated bylaws or is determined to be outside the scope of the club's authority and/or out of compliance with current university practice with regard to restorative justice.

<https://www.gvsu.edu/osccr/what-is-restorative-justice-30.htm>