Central Connecticut State University

Club Sports Board

By-Laws

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**Introduction**

Defining Bylaws: Bylaws govern Club Sports Board procedures in accordance with the Constitution.

Amending Bylaws: Proposed revisions to the bylaws must be submitted to the Club Sports Board in writing. Bylaws may be amended by a two-thirds vote of the members of the board present and voting.

Format of Bylaws: All bylaws must be worded in plain language that the average student can understand. Bylaw revisions will be included in this document in the following format:

1) Title

1-1) Section

1-1 (a)) Article
Title 1: Membership

Section 1-1: Definition of a Club Sport

(a) A Club Sport will be defined as any club that competes in intercollegiate athletics.
(b) Club Sports will meet the requirements outlined in the Points System (Title 5).

Section 1-2: Acceptance of New Clubs

(a) New clubs may petition the Club Sports Board for membership by obtaining the signatures of 15 of their members.
(b) New clubs may present to the Club Sports Board for consideration of membership.
(c) A new club will be accepted by a two-thirds vote of the present voting members of the Club Sports Board.
(d) The Chairperson will act as new clubs’ liaison for the first year of membership. New clubs will meet and check in with the Chairperson, as the Chairperson deems necessary.

Section 1-3. Removal of Clubs

(a) Any club that does not earn half of the required points will be immediately placed on a one-year probation.
(b) Any club that earns more than half of the required points, but does not reach the required points can be placed on probation by a majority vote of the present voting members of the Club Sports Board.
(c) Any club that is placed on probation for two consecutive fiscal years can be removed from the Club Sports Board by a two-thirds vote of the present voting members of the Club Sports Board.
(d) Any club that does not meet the required points for three consecutive fiscal years will automatically be removed from the Club Sports Board.
Title 2: Attendance and Responsibilities

Section 2-1. Meeting Times

(a) Regular meetings of the Club Sports Board will be held every other Monday.
(b) Committee meetings will be decided by the membership of the meeting and as deemed necessary by the chair of the committee.

Section 2-2. Attendance

(a) All meetings are mandatory as described in Title 5.

Section 2-3. Excusals

(a) The Chairperson reserves the right to excuse absences at their discretion.
(b) The voting members of the club sports board may excuse an absence by majority vote.

Section 2-4. Record of Attendance

(a) The Chairperson will be in charge of collecting and maintaining the attendance history.

Section 2-5. Agenda and Minutes

(a) The Chairperson will create the agenda prior to the meeting.
   a. The Club Sports should inform the Chairperson in advance if they have an item to add to the agenda.
(b) The SGA Executive Member will be in charge of taking the minutes and sending them to the Chairperson for distribution in a timely fashion.
Title 3: Elections

Section 3-1. Electing a Chairperson

(a) A Chairperson is to be elected during the second to last meeting of the fiscal year.
(b) Candidates must be nominated by a voting member of the Club Sports Board or themselves.
(c) All nominated candidates will be given five minutes to present to the Club Sports Board for their candidacy.
(d) Election will be by secret ballot of the voting members of the Club Sports Board.

Section 3-2. Eligibility

(a) Candidates must be in good academic standing as prescribed by the University.
(b) Candidates must be currently involved in a Club Sport at the time of the election, or a previous voting member of the Club Sports Board.
Title 4: Voting

Section 4-1. Eligibility to Vote

(a) Each Club Sport will be allowed one voting member per meeting.
   a. There is no limit on the amount of members from each Club sport allowed to attend meetings, but only one will be eligible to vote.
(b) If a vote results in a tie, the Chairperson will be charged with breaking the tie.
(c) The Chairperson reserves the right to make decisions without the Club Sports Board consent concerning time-sensitive matters.
   a. The Chairperson will report all Executive Decisions during the Chairperson’s Report at the next meeting of the Club Sports Board.
Title 5: Points System

Section 5-1. Requirements

(a) Clubs must obtain a minimum of 350 points.

Section 5-2. Meeting Attendance

(a) Each attended meeting of the Club Sports Board is worth 25 points.
(b) Each attended committee meeting is worth 5 points.

Section 5-3. Volunteering

(a) Holding an event that benefits an on campus entity is worth 15 points.
(b) Holding an event that benefits a community entity is worth 30 points.

Section 5-4. Fundraising

(a) Holding a fundraising event for your club is worth 15 points.
(b) Fundraisers must be presented to and approved by either the Chairperson or the voting members of the Club Sports Board by majority vote.

Section 5-5. Risk Management

(a) Each member of your club that is CPR/AED and First Aid Certified will be worth 3 points each.
(b) Each Club Sport will be capable of attaining a maximum of 30 points in the Risk Management category.

Section 5-6. Administrative Paperwork

(a) All paperwork in this category must be handed in on time in order for points to be awarded.
(b) The requesting Club Sport is responsible for contacting the SGA Executive Member to confirm that their form was handed in.
(c) Line Item, Contingency, Co-Sponsorship and Fundraising Loan forms are worth 5 points.
(d) Meeting with your SGA Club Liaison during the Fall Semester is worth 5 points.
(e) Meeting with your SGA Club Liaison during the Spring Semester is worth 5 points.
(f) Handing in your Base Budget form on time is worth 15 points.
(g) Handing in of a Base Budget form late will result in a 20-point reduction.