

Eastern Connecticut State University

Fencing Club Constitution

Mission Statement:

Anyone with the interest in learning how to fence can learn, and if it is within their capabilities, may use personal or provided equipment to fence. The fencing club aims to provide a safe space for anyone with interest to learn about fencing, learn to fence, and support each other in their journeys. The fencing club also attempts to provide opportunities for the Eastern community to come view matches.

ARTICLE I - NAME

The name of this club shall be the FENCING CLUB of Eastern Connecticut State University.

ARTICLE II - PURPOSE

It shall be the purpose of this organization to enjoy learning about the sport of fencing, learning the sport itself, and sharing that knowledge and experience with others.

ARTICLE III - MEMBERSHIP

- Section 1 This organization will be open to all students currently registered at Eastern Connecticut State University.
- Section 2 Anyone who attends two consecutive meetings will be considered a voting member of the Fencing Club. However, anyone who has five inexcusable absences from regular meetings during the same semester will lose their voting privileges.
- Section 3 Any voting member unable to attend a meeting for an excusable reason may vote by an absentee ballot.
- Section 4 Membership shall not be denied to any student because of race, religion, gender, color, ancestry, national origin, age, sexual orientation, disability or veteran status except as sanctioned by federal or state law.
- Section 5 If someone is found guilty of misusing equipment or acting in a dangerous manner with said equipment, this member will be removed from the club indefinitely.
- Section 6 If someone owns personal fencing equipment, the owner is responsible for if it gets damaged while lent out. If equipment is stolen to be broken, or borrowed without permission, the stealer/borrower is at fault, and must compensate the owner. Contact the Eboard for guidelines of compensation according to levels of damage and other details specific to this event.
- Section 7 Levels of membership include:
1. Novice
 - a. 'Novice' is the title that means this player has no previous experience fencing. They will hold this title for two semesters. This includes all new members to the club, except those with previous experience.
 2. Varsity
 - a. 'Varsity' is the title that means this player has previous experience fencing or has completed two semesters of this club as a 'novice.'

3. Captain

- a. The 'Captains' are responsible for leading the club in stretching routines at the beginning and end of the club times, as well as helping members stay on task, and aiding with problems the members might have.
- b. Captains are elected by voting (all members may vote, someone can vote for themselves). Only Varsity members may be elected for this position and must be willing to carry out the duties of a captain. If they are not, they cannot be elected captain. If a captain can no longer perform their duty, a new election will be held asap.
- c. The election will be held on the first day of the club. If there are more than 3 people who are interested, an election must be held. Each member interested in the position who is eligible may do a short speech about who they are, their qualifications, and why they want this position. After everyone interested in a speech has done so, anyone interested in the position may be voted for. The voting process will involve picking your favorite 3 members, writing their names (ranked 1-3, 1 being favorite, 3 being least favorite), and they will be collected. The previous captain(s) (or Eboard if not available) will count the votes (1st name: 3 points, 2nd name: 2 points 3rd name: 1 point). The 3 people with the most points will be captain. There can only be 3 or fewer captains. If there is a tie leading to 4 or more captains, there are a few options:
 - i. Someone can step down and chose not to be a captain. If this leads to 3 captains or less, everything works out
 - ii. The names of some popular captains are put in a bowl on pieces of paper (the only names that go in are names that are involved in a tie. If there is a tie at first place, all names go in. If there is a tie at 2nd place, the person who won 1st is a captain. If there is a tie at 3rd place, those who won 1st and 2nd are captains). Names are randomly chosen until there are 3 captains. Names chosen will become captains.

ARTICLE IV - EXECUTIVE BOARD & OFFICERS

- Section 1 The membership of the Executive Board shall consist of the President, Vice-President, Secretary, Treasurer, and Captain. The Faculty Advisor shall serve as a non-voting ex-official member of the Executive Board.
- Section 2 The Executive Board shall have general supervision of the affairs of the organization between its regular business meetings and shall make policy recommendations to the organization. The Executive Board shall be subject to the rules of the organization and shall not act in conflict with actions taken by the organization.
- Section 3 The Executive Board shall have the power to establish all standing and ad hoc committees of the organization. The President, with the advice and consent of the Executive Board, shall have the power to appoint the chairpersons of all standing and ad hoc committees.
- Section 4 The Executive Board shall meet weekly while the club is in session. Meetings of the Executive Board shall be called by the President of the organization.
- Section 5 A majority of the membership of the Executive Board shall constitute a quorum. All decisions made by the Executive Board shall be by a majority vote of the members present and voting.

ARTICLE V - ENUMERATION OF POWERS AND DUTIES OF OFFICERS

Officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by the organization. Duties shall include but shall not be limited to the following.

- Section 1 The President shall:
- a. Cooperate with the Captain(s) to make a plan for club activities
 - b. Have the power to call meetings of the organization
 - c. Sign all official paperwork
 - d. Have the power to appoint chairpersons to committees with the Eboard's advice
 - e. Appoint a temporary secretary when secretary is absent
 - f. Act as the spokesperson of the fencing club
- Section 2 The Vice-President shall:
- a. Assist the President as needed, including performing their duties when the President is absent

- b. Assume the power of President if the President leaves the club for any reason
- c. Coordinate social functions (such as matches and fundraisers) with other Eboard members

Section 3 Treasurer shall:

- a. Spend club funds as authorized by popular vote (recorded by the Secretary in the minutes)
- b. Maintain record of funds and expenditures of the organization
- c. Help assess cost of damage if there is any incident where club or personal materials are damaged
- d. Complete, sign, and submit all financial paperwork
- e. Submit financial reports
- f. Give a Treasurer statement of balance at every meeting
- g. Request funds from Student Government Association (SGA) and Budget and Management Committee (BMC) if needed
- h. Confirm and enforce the club complies with policies of Student Activities office

Section 4 The Secretary shall:

- a. Keep a record of all club activities, including minutes. Minutes should be sent out to the club within 48 hours of the meeting
- b. Take attendance and prepare a roll call if necessary
- c. Authenticate by signing all records and documents of the organization
- d. Be in charge of communicating with the club members, approved and signed by the President
- e. Give at least a 24 notice of all meetings in advance

Section 5 The Captain shall:

- a. Coordinate with the President (and any other applicable Eboard member) to organize club activities during weekly Eboard meetings for the following meeting(s). Club activities include primarily: tasks of the day, workout routine, and focuses of the routine
- b. Lead club members through a successful and fun day of club activities
- c. Be a resource for any member if they need extra help

Section 6 The Public Relation shall:

- a. Promote via flyers and social media all events of the club
 - b. Collaborate with other Eboard members to make sure events and regular club activities run smoothly

ARTICLE VI - ADVISOR(S)

- Section 1 The advisor shall be chosen by the membership at a duly constituted meeting of the organization by majority vote.
- Section 2 The faculty advisor shall serve as a non-voting ex-officio member of the Executive Board.
- Section 3 The advisor shall give advice for the better performance of the organization.
- Section 4 The advisor shall meet their responsibilities to the organization as stated in written directives issued by the Student Activities Office and in the Club Advisor's Operating Manual located on the Student Activities Website.
- Section 5 The advisor shall serve at the discretion of the University.

ARTICLE VII - NOMINATION AND ELECTION OF OFFICERS

- Section 1 Elections shall be held for all offices, including those that are filled temporarily.
- Section 2 Officers shall be elected for a term of one (1) year or until their successors are elected. They shall hold office until the first meeting of the next year (unless they graduate, then their position will be filled by the President or Vice President until then) when their successors shall assume office.
- Section 3 Elections shall be held during the fall semester. Elections shall take place no earlier than August 25th and no later than October 15th of each year.
- Section 4 Only active members shall be allowed to vote. Voting shall be by secret ballot unless there is only one candidate for an office in which case election may be by voice vote.
- Section 5 Officers shall be elected by a majority of those members voting in the election. If no candidate receives a majority vote on the first ballot, a revote will occur with the President casting a vote. If the candidate is a captain, refer to Article III section 7.
- Section 6 Notification of elections and nominations must be given at least 3 days' notice prior to voting.

ARTICLE VIII - VACANCIES

- Section 1 In the event of the vacancy of the office of President, the duties will be carried out by the Vice-President. The office of Vice-President will be

offered to the Secretary and/or Treasurer. If neither officer wish to fill the Vice Presidency and election for the position will be held. If an existing officer does accept the Vice Presidency an election will be held for the vacant positon.

- Section 2 In the event of the vacancy of any other offices, the President will appoint a temporary officer and an election will be held as per the provision of Article VI Section 1.

ARTICLE IX - IMPEACHMENT AND/OR RECALL

- Section 1 Any officer is subject to impeachment and /or recall and removal from the office for failing to fulfill his/her constitutional responsibilities.
- Section 2 An impeachment request must be given at least a week in advance of the actual impeachment voting. Both the request and the voting must take place during regular meetings.
- Section 3 Upon conclusion of the discussion and arguments for and against impeaching the officer, a vote shall be taken. No officer shall be impeached except by a two-thirds (2/3) vote. Voting shall be by secret ballot.
- Section 4 An officer who is impeached shall immediately relinquish his/her office but shall be allowed to maintain active membership in the organization unless his/her actions have brought discredit to the organization.
- Section 5 If an officer is impeached, the organization shall fill the position following the procedures outlined under Vacancies.

Article X - Meetings

- Section 1 Meetings of the organization shall be held at least once a week during the academic year. There must be 48 hours of notice of all emergency meetings.
- Section 2 Quorum... a quorum shall be defined as 50% + 1 member of the club's total voting membership. A quorum must be present for any action to take place by membership.
- Section 3 A quorum shall be required to conduct any official business of the organization except to adjourn.
- Section 4 If voting results in a tie a re-vote will take place with the President casting a vote unless it is for the position of captain. If the captain position

continues to be a tie without making any progress, the President may choose the member to become the captain.

Article XI - Amendments

- Section 1 Amendments to this constitution must be approved by a 2/3 majority of the voting membership present.
- Section 2 Proposed amendments to the constitution shall be automatically tabled until the next scheduled meeting of the organization.
- Section 3 Prior written notice of the proposed change(s) and the date of the meeting at which the proposed change(s) shall be voted on shall be provided to all members of the organization.
- Section 4 The constitution may be amended at a duly constituted meeting of the organization by a two-thirds (2/3) vote provided that prior notice has been given.

Article XII - Parliamentary Authority

Robert's Rule of Order, Newly Revised shall act as the Parliamentary authority for all meetings of the club. These being:

- 1) Call to order
- 2) Roll call
- 3) Reading and approval of minutes
- 4) Report of officers
- 5) Report of boards
- 6) Report of standing/special committees
- 7) Unfinished business
- 8) Adjournment

Article XIII - Ratification

This constitution must be ratified by a majority vote at a regular meeting and approved by the Student Government Association Budget and Management Committee.