

*Eastern Connecticut State University*

# **Cheerleading Program**

**Mission Statement:** The Cheerleading Program is to inform and educate students about different aspects of cheerleading. As a club sport on campus, the program is to provide members with the opportunity to participate in games and events for its members of the Eastern community, and those with advanced skills, the opportunity to compete.

## **Article 1: NAME**

The name of this club shall be the **Eastern Cheerleading Program**.

## **Article 2: PURPOSE**

*It shall be the purpose of this organization to allow the opportunity for interested students with no knowledge of the sport to learn aspects of cheerleading, for those with proficient knowledge to cheer at basketball games, and those who have shown advanced capabilities are allowed the opportunity to compete.*

## **Article 3: MEMBERSHIP**

**Section 1:** This organization will be open to all students currently registered as full-time students at Eastern Connecticut State University.

**Section 2:** Membership shall not be denied to any student due to race, religion, gender, or sexual orientation.

**Section 3:** In order to participate in any physical activities, the student must be cleared by the Athletic Trainer and Health Services Department.

**Section 4:** Students must first go through an assessment process and then will be placed on a specific squad based on their current skill level.

**Section 5:** Anyone who is on the team will be considered a voting member of the Cheerleading Program.

**Section 6:** All team members are responsible for attending practices, and participating in all Community Service Events, Fundraisers, and other activities for the benefit of the whole team.

**Section 7:** If a member of the team decides to no longer be a part of the club, they will not be reimbursed for any payments made and they will still be responsible for any fees incurred while a member of the team, at the discretion of the e-board. (Example: apparel ordered before they left)

**Section 8:** If E-board finds something that is on a team member's social media that does not represent Eastern Cheerleading, you may be asked to leave the team.

**Section 9:** If a member has more than 3 unexcused absences for any practices, games, meetings, fundraising, or community service, they will be asked to leave the team, and be responsible for any outstanding payments (per Article 3, Section 7.)

## **Article 4: Competition Team**

**Section 1:** Competition Team is decided by the Coach. Decisions are based on the skill and attitudes of the member.

**Section 2:** Competition Team must be an active member in Eastern Cheerleading, which

includes, but is not limited to, attending games, community service events, and fundraising events. E-board and coach must agree on if a competition team member cannot attend an event.

**Section 3:** Competition Team will be required to purchase many items and their trip to NCA Nationals, such as jackets, bows, makeup, shoes, etc. If a competition member fails to buy these items, action will be taken.

**Section 4:** Competition team members are expected to attend every practice ON TIME (15 minutes before practice). Work, sick\*, homework, and no ride will not be considered an excuse. Excused practice will be decided on a case-by-case basis.

\*Sick is defined as, but not limited to, headaches, cramps, stomach aches, period problems, and soreness.

**Section 5:** Competition team is required to keep a good, winning attitude throughout the season. If there are any attitude or "drama" problems, action will be taken.

**Section 6:** Competition team is never fully decided. You can lose your spot on the mat for any reason at any time at Coach and e-board's discretion.

**Section 7:** Competition alternates are required to attend everything the competition team attends, such as practice, competitions, and performance.

## **Article 5: EXECUTIVE BOARD AND OFFICERS**

**Section 1:** There will be a President and Vice President that serves as Captains of the team. In addition, there will be a Treasurer, Secretary as E-Board positions. The faculty advisor serves as a non-voting member of the club.

**Section 2:** The Executive Board Shall:

- A. Lead the Team
- B. Organize Practices
- C. Prepare tryout material
- D. Responsible for creating Team Bonding
- E. Resolve conflict between members

**Section 3:** The captains will be generally responsible for the organization of the club. They will make sure the team has what it needs at all times.

**Section 4:** If the captains are unable to fulfill their duties, then the Treasurer and Secretary will be ready and willing to temporarily fill-in until an election is held

## **Article 6: ENUMERATION OF POWERS AND DUTIES OF OFFICERS**

*Officers shall perform the duties described in this constitution and by the parliamentary authority adopted by this organization. Duties shall include, but not limited by the following:*

### **Section 1: the President Shall:**

- a. In charge of planning and organizing camps, practices, and competitions.
  - i. Includes filling out all paperwork/packets regarding TA's, Van requests, Event Registration, and Facilities Request Forms that are necessary for these events.
  - ii. Request necessary space for all Practices, Meetings, and Gym Hour.
  - iii. Organize payments/paperwork for choreography and music., of competitions.
- b. Email interested students with tryout information.
- c. Organize contact with Representatives for apparel.

### **Section 2: Vice President:**

- a. In charge of organizing the informational meeting, updating the tryout packet, and PowerPoint.
- b. Organize material for tryouts, Captains Practices, Meetings, and Gym Hour.
- c. Organize table for Student Activities Fair.
- d. Assist the President with responsibilities as needed.
- e. Carry out the duties of President if absent.
- f. Ready to assume the duties of President if President resigns, position becomes vacant, or if President is impeached.
- g. In charge of managing all social accounts including but not limited to; Instagram and Facebook
  - "Shout outs" to one girl a week on social media.
  - Post all fundraisers and community service events.
  - Keep content appropriate and appealing.
- h. Monitor the social media of the team members and will notify other e-board members to decide if action needs to be taken (taken off the team, no games, etc)
- i. Creates posters for Events and Fundraisers

### **Section 3: Treasurer**

- a. Expend funds authorized by the membership of the organization as indicated in the organization's minutes.
- b. Accounts
  - i. Keep an accurate count of income, membership dues, expenditures, and receipts of the organization.
  - ii. Deposit money into accounts from donations/ fundraisers/etc.

- iii. Organize payments for apparel and other mandatory payments.
- iv. Contacts and Collects payments from those who quit the team but are still held responsible for payments.
- c. Complete, sign, and submit all Financial Paperwork.
- d. If needed, request financial assistance from the Student Government Association, and Budget Management Committee.
- e. Organizes Fundraising Events for the team to participate in to raise money for the club.
  - i. Required to create at least 3 fundraisers per semester.
- f. Gives all money from events to the Treasurer, so they can deposit accordingly

**Section 4: Secretary:**

- a. Prepare Meetings agendas with direction from President and Vice President
- b. Keep a proper record of all activities of the club, including the minutes of every meeting.
- c. Take attendance at all meetings, practices, and games of the organization.
- d. Distributes minutes within 48 hours of meeting, sending it to all team members, along with BAM and Student Activities.
- e. Creates Roster-Club Name, Student ID#, Student Position (General Member, VP, Etc.) First name, Last name, Contact information, and academic year.
- f. Motion for spending money.
- g. Organizes community service events for the team to participate in.
  - Includes filling out all necessary paperwork for those events.
  - Contacts CCE for upcoming events.
  - Required to schedule at least three events for the year.

**Article 6: COACH**

**Section 1:** Required to attend every practice, game, and competition, where stunting and tumbling will be performed.

**Section 2:** Required to organize routine for competitions.

**Section 3:** Motivates the team to perform at their best at all times.

**Section 4:** The coach will communicate concerns, opinions, and decisions with E-Board members.

**Section 5:** Help E-board as needed with paperwork, music, apparel, etc.

**Section 6:** If the coach does not perform all duties stated in this constitution, they may be removed from their staff position by a majority vote from active members.

## **Article 7: ADVISOR**

**Section 1:** The squad will have a faculty advisor to assist them in tasks they need help with. The faculty advisor will most likely be picked by the athletic department because they will pick who they feel is qualified for the position.

**Section 2:** The advisor will serve as a disciplinary person for the team. They will enforce rules and consequences. The advisor will help the team to make sure they are organized and doing the right things throughout the season.

**Section 3:** The advisor shall meet his/her responsibilities to the organization as stated in written directives issued by the Student Activities and in the Club Advisor's Operating Manual located on the Student Activities website.

## **Article 8: NOMINATION AND ELECTION OF CAPTAINS**

**Section 1:** Elections shall be held for all offices, including those that are filled.

**Section 2:** the Officers shall be elected for a term of one year or until their successors are elected. They shall hold office until the end of the spring semester when their successors shall assume office.

**Section 3:** Nominations will take place the Friday following the team's return from Nationals. Voting will take place the week after.

**Section 3:** Only active members of the team will be able to vote and run for E-Board positions. An active member is considered to be someone who consistently shows up to practices and games, as well as participates in community service and fundraising events.

## **Article 9: VACANCIES**

**Section 1:** In the event of the vacancy of a captain an alternative E-Board member will act as captain and take on their role. The alternative captain will be determined by a majority vote. Then a week later an election for an alternative captain will take place and will be elected.

**Section 2:** In the event of a vacancy of any other officer, the President will appoint a temporary officer, and an election will be held as per the provision of Article 8 Section 1.

## **Article 10: IMPEACHMENT AND OR RECALL**

**Section 1:** Once a captain or alternate captain is elected, they can only be recalled or impeached if they are not fulfilling their duties as stated in the constitution. The only other way they can be removed from their position is if they resign, leave the university, or  $\frac{3}{4}$  of the team votes to remove them from the position.

## **Article 11: MEETINGS**

**Section 1:** Practices will be held weekly. Either two or three practices a week will be required for the team.

**Section 2:** All members must give 24 hours and a reason if they can't attend practice. Practices are mandatory.

**Section 3:** A member can be asked to leave the squad by their teammates if they miss more than 3 unexcused absences during the season as determined by the coach and captains.

## **Article 12: AMENDMENTS**

**Section 1:** Any amendments to this constitution must be approved by  $\frac{3}{4}$  majority of the voting membership present.

## **Article 13: PARLIAMENTARY AUTHORITY**

*The rules of order include a call to order, roll call of members, reading of last meetings minutes, report of captains and alternate captains, report of members, a report from stunt groups and unfinished or new business.*

## **Article 14: RATIFICATION**

All amendments must be approved and ratified by a  $\frac{2}{3}$  of the active membership present and by the Student Government Association