**Constitution of the University of Cincinnati**

**Bowling Team**

**Revised: 15 May 2023**

**Article I Name**

The name of this organization shall be the University of Cincinnati Bowling Team, hereinafter referred to as “UC Bowling”.

**Article II Purpose**

Organization, as a departmental organization under Student Activities and Leadership Development office, works cooperatively with Club Sports and Club Sports Board. Its purpose: TO be an organized entity that allows for fun and competitive bowling in a college tournament setting.

**Article III Membership**

* 1. A fee of $250 will be charged for membership in UC Bowling.
  2. There shall be three (3) classes of members: voting, non-voting, and inactive, totaling no more than 30 members.
  3. Voting Members shall consist of the following:

1. not more than thirty (30) undergraduate full or part-time students, that are in good academic and disciplinary standing chosen by Board members as specified herein.
   1. Non-Voting Members shall consist of the following:
2. new members prior to attendance of an orientation session deemed suitable by the President. With an absence to a suitable orientation, one full academic semester of Board experience and incurrment of no more than two unexcused absences will grant the member voting status.
3. should the number of Non-Voting Members exceed the number of voting members, the Executive Board shall have the power to grant voting status.
   1. Inactive membership shall consist of the following:
4. any former or current board member, unable to temporarily meet the board’s membership requirement, designated at the discretion of the executive board. If they are unable to reach a consensus, the general board will be notified. An honorary member will no longer have voting rights.
5. current members who opt to take co-op status or are participating in a school sanctioned study abroad.
6. any person desiring such membership, elected to the same by a majority of the voting members and shall have no voting rights.

3.6 The number of inactive and non-voting members together shall not exceed the number of voting members.

**Article IV Officers**

4.1 The officers of UC Bowling shall be Co-President and Treasurer.

4.2 Each officer shall be a voting member and a matriculating undergraduate student achieving and maintaining a 2.5 grade point average (both semester and cumulative) and in good standing with their college.

4.3 All officers shall serve for a term of one full year or until their successors shall be duly elected and qualified. Officers should be elected by April 1st of each year to ensure proper education and succession

4.4 Any officer who, during the term of their office, ceases to be a voting member, or fails to maintain their status as a matriculating undergraduate student maintaining a 2.5 semester grade point average, in good academic and disciplinary standing with their college, and/or miss more than two general meetings within a semester, shall be removed from office and their replacement shall be elected thereto.

**Article V Meetings**

5.1 UC Bowling shall hold regular meetings at least twelve (12) times per semester during the Fall and Spring academic semesters (excluding times of campus closure). The time for such meetings shall be determined by the Executive Board with the approval of the voting members.

1. No organizations shall be heard the first week of Fall or Spring Semesters.

5.2 The Executive Board may call special meetings at any time upon one week’s notice to each member by a petition of a majority of the membership, submitted one week before the scheduled meeting.

**Article VI University Advisor**

6.1 UC Bowling shall have a University Advisor who shall be a full-time member of the University, faculty, staff, or administration. The University Advisor shall be appointed by the officers of the organization.

**Article VII Amendments**

7.1 Amendments to this Constitution must be presented by a member of UC Bowling at least one week prior to voting upon the same.

7.2 A two-thirds (2/3) vote shall be required for approval of the amendments.

**Article VIII Ratification**

8.1 Ratification by two-thirds (2/3) of the voting members shall be sufficient to establish this Constitution.

**Bylaws of the University of Cincinnati**

**Bowling Team**

**Revised 15 May 2023**

**Section I Selection of Members**

1.1 The following procedure will be followed in selecting voting members.

* 1. The board shall interview and vote on eligible undergraduate students who have submitted an application made available to the University community.
  2. The new board members shall have non-voting membership during the time following their selection and approval and will not become voting members until the completion of their suitable orientation.

1.2 Any vacancies that occur may be filled the following semester, if necessary, by reopening the application to the University community.

**Section II Duties of Student Officers**

2.1 The President shall be the Executive Officer of SAB and shall preside over all meetings of SAB and the Executive Board. They shall be an ex-officio member of all standing committees.

2.2 The Internal Co-President shall advise the President on actions taken by the Board as to their constitutional legitimacy. The officer shall oversee the Regulations & Violations and New Organization committee. They shall also oversee the registration process and any other presentations presented by SAB.

2.3 The External Co-President shall oversee promotion and special events including, but not limited to, Fall and Spring Organization Fair for SAB. They shall work in conjunction with Registered Student organizations, hereinafter referred to as RSO’s, to facilitate leadership, student involvement, and collaboration.

2.4 The Treasurer shall be responsible, in conjunction with the University Advisor and President, for all fiscal matters of SAB, and shall have the following duties:

1. They, in conjunction with the Advisor and President, will have the final approval of all SAB expenditures. They may have the ability to co-sign all checks with the Advisor/President in payment of bills.
2. They shall abide by all University funding policies and procedures as well as the policies and guidelines set down by the Student Activities and Leadership Development Office.
3. They shall keep the account books, which must be open to inspection by the President, Executive Board, SACUB, or any authorized auditor at all times. They are also responsible for reporting the status of the budget at each SAB meeting if a change in spending has occurred.

2.5 The Co-President shall keep the record of membership and event attendance and meeting minutes; be responsible for submitting the meeting minutes to members; and serve as Office Manager by providing the following duties: management of the SAB office area, and the maintenance of SAB email account as well as CampusLink documents. They should also be in charge of the following Phone lists, email lists, calendars, office hour sheets, etc.

**Section III Election of Officers**

3.1 Each Spring at least 2 meetings before Spring Break of the semester, officer nominations will be taken for Co-President and Treasurer. At the discretion of the executive board, along with the advisor’s approval elections must be held at least 4 weeks prior to the last meeting of the semester.

3.2 Only members present at the election meeting and in good standing shall have the ability to vote in elections.

3.3 Members on out-of-town co-op or absent for valid reason may run in the election providing they submit their presentation 24 hours prior to the election meeting to the outgoing President.

3.4 The President shall refrain from voting in officer elections with the exception being in the event of a tie.

3.5 The President and Advisor shall execute the tallying of official votes for officer elections only.

3.6 The new officers shall begin their term of office after their transition period and shall serve a term of one full year, unless co-op or study abroad will interrupt their term.

3.7 Transition of officers is to be scheduled by the outgoing President. Transition of officers requires that the incoming and outgoing Executives meet simultaneously to ensure satisfactory transition of command and must occur before the new Executives can be installed.

3.8 All outgoing officers shall be ex-officio members until deemed necessary by the new officers. All Executive Board members are responsible for educating their successors of the obligations of their positions.

**Section IV Executive Board**

4.1 The Executive Board shall be composed of the elected officers of UC Bowling Team.

4.2 The Executive Board shall determine the policies and activities of this organization, discipline members, approve the budget, and have general management of the organization.

4.3 The Executive Board shall intend to meet once every month outside of the general member meetings and at the call of the Advisor.

**Section V University Advisor**

5.1 The University Advisor shall consult with the officers and ensure that its activities are consistent with its purpose.

5.2 The Advisor/Club Sports shall grant approval for all off-campus activities in which a student(s) formally represents the organizations, such as conventions, meetings, and competitions.

5.3 The Advisor/Club Sports must file an official certification of academic standing of the organizations’ officers with the Student Activities and Leadership Development Office. Said certification is due per semester.

5.4 The Advisor shall know the rules and regulations governing the handling of all financial matters.

**Section VI Duties of Members**

6.1 The duties of members shall be as follows:

1. To attend all meetings. It is members’ responsibility to provide flexibility in their academic schedule in order to fulfill membership obligation of mandatory meeting attendance. Should an academic conflict arise, the member must submit their official schedule to the President by the second meeting of the academic semester in question.
2. To know the purposes of UC Bowling
3. To take an active part in the Board functions and activities. Each member is required to participate in a committee and to attend all practices and events required to attend.
4. To perform other duties as required by the President.
5. To attend all Bowling events unless they are on co-op, study abroad, or have class during the time of the event.

6.2 A member of Bowling is considered in good standing if all of the above duties are being fulfilled.

**Section VII Committees**

7.1 The following committees shall be appointed:

1. External: This committee shall consist of no less than two (2) members for each event, excluding the External Co-President who has oversight of its functions. This division is responsible for the recruitment and any events not involving competition.
2. Violations: This committee shall consist of no less than two (2) members excluding the Internal Co-President who has oversight of its functions. The Internal Co-President shall have the responsibility of appointing a member to chair the committee. This committee shall publicize and enforce all university policies, in which the organization has been given jurisdiction, including: posting, hazing, and alcohol violations with procedures set forth herein.

**Section VIII Meetings**

8.1 Meetings shall be held at such places as determined by the Executive Board.

8.2 Meetings will be held weekly at the designated time and place.

8.3 At all the meetings, a quorum shall be 50% + 1 of the voting members. A quorum is necessary for the organization to conduct business.

8.4 All matters coming before UC Bowling which require the approval of the membership shall be carried by the majority vote and the members present, providing that a quorum is present, except for business specified in the Constitution or Bylaws which require a specific number, i.e. ratification, etc.

8.5 For any regularly held meeting in which quorum is not present, all motions shall require a two-thirds vote to pass. If quorum is not present, a student organization may choose to table their presentation until the next meeting at which quorum is present.

**Section IX Revenue**

9.1 Revenue from sources such as fundraisers, etc. may be raised as determined by the Executive Board and approved by the Program Coordinator, Club Sports along with the approval of Student Activities and Leadership Development office.

9.2 The distribution of said revenues shall be determined by the Executive Board with the approval of UC Bowling and with accordance of University policies.

**Section X Duties of the Bowling Team**

10.1 The Bowling Team shall:

1. Allow anyone who joins and pays dues to participate in tournaments assuming all rules are followed.

10.3 The board shall oversee the following:

* 1. That there is to be a non-hazing and non-discrimination clause consistent with the State of Ohio Laws and University of Cincinnati Board of Trustees’ policies.
  2. That they shall abide by the risk management policy set forth by the University.

**Section XI Discipline of Members**

11.1 Any member who is charged with failure to fulfill his obligations, or with conduct not in accordance with the purposes of SAB and against whom such charges are sustained after a due and proper hearing before the Executive Board may be expelled from membership by three-fourths (3/4) vote of the voting members.

11.2 Any member who is absent from two (2) meetings without due cause may be removed from the organization by a three-fourths (3/4) vote of the voting members.

11.3 Any appeals shall be handled through the Student Activities and Leadership Development Office/Club Sports.

11.4 The board member charged shall be immediately notified of the removal vote meeting.

**Section XII Impeachment**

Any member may initiate an officer’s removal by the following procedure:

12.1 A petition shall be presented to the Executive Board with signatures of one-third (1/3) of all voting members and the reason for removal.

12.2 The Executive Board shall notify officers and call for a removal vote within fourteen (14) days of the filing of the petition.

12.3 The officer charged shall be notified at least one (1) week prior to the removal vote meeting.

12.4 At the meeting for removal, the petition’s stated grievances shall be made public and the officer charged shall be allowed to respond to the charges of the petition.

12.5 Removal from office shall require a vote of two-thirds (2/3) of all voting members.

**Section XIII Vacancy of Office**

13.1 In case of resignation or removal of any officer, the Executive Board shall appoint an interim acting officer.

13.2 The President shall call for an election within fourteen (14) days after the vacancy of any office.

13.3 Should the office of President become vacant, the Internal Co-President shall complete the President’s remaining term and call for an election of an Internal Co-President consistent with the provisions stated in the Bylaws.

**Section XIV Rules of Order**

14.1 Robert’s Rules of Order, Revised shall be parliamentary authority for all matters of procedure not specifically covered by these bylaws.

**Section XV Amendments of the Bylaws**

15.1 Amendments to these bylaws may be proposed by any member and shall be voted upon at the next board meeting following notice of such proposed amendments to the voting members. Such notice is to be given within one (1) week of the time the amendment is proposed, and at least one (1) week prior to voting on it.

15.2 Amendments shall be approved by the affirmative vote of two-thirds (2/3) of the voting members, subject to approval by the Student Activities and Leadership Development Office/Club Sports.

15.3 Amendments to the Constitution and Bylaws of SAB will not become effective until the Student Senate passes the bill.

**Section XVI-NON-HAZING & NON-DISCRIMINATION CLAUSE**

16.1 The laws of the state of Ohio and the University of Cincinnati policies concerning hazing and discrimination shall be observed.

16.2 Hazing shall be defined as participating in or allowing any act or coercing another, including the victim, to do any act that creates a substantial risk of causing mental or physical harm to any person. A forced or coerced activity shall also be considered hazing when the initiation or administration into, or continued affiliation with, a university organization is directly or indirectly conditional upon performing the activity. In no event shall the willingness of an individual to participate in such an activity serve as defense in cases of hazing.

16.3 Actions and activities, which are explicitly prohibited, include, but shall not be limited to the following:

* + - * 1. Any activity that creates a substantial risk of physical or mental harm.
        2. Paddling, beating, or hitting individuals.
        3. Wearing anything designed to be degrading or to cause discomfort.
        4. Depriving individuals of the opportunity to obtain a minimum of six hours of sleep per day, proper and adequate means, or access to means, of maintaining body cleanliness.

1. Activities that interfere with an individual’s academic efforts by causing exhaustion of loss of reasonable study time.

16.4 The University of Cincinnati Bowling Club does not discriminate on the basis of disability, race, color, religion, except for religious qualifications which may be required by organizations whose aims are primarily sectarian, national origin, ancestry, medical condition, genetic information, marital status, parental status (including status as a foster parent), sex, age, sexual orientation, military status (past, present, or future), or gender identity and expression in its programs and activities.