

ARTICLE I. NAME OF ORGANIZATION

The club shall be known as the Women's Rugby Club (WRC) and is a student organization affiliated with RecSports.

ARTICLE II. ORGANIZATION AFFILIATION

As outlined in the RSO Classification Policy, the Women's Rugby Club is considered a University Sponsored Student Organization. As a USSO, this organization is considered an extension of the university unit Department of Recreational Sports, and operates within the scope and function of it. As such, the Women's Rugby Club is governed by and under the jurisdiction of internal University policies, standards, and business practices as well as gains access to exclusive university resources through our sponsoring University unit. University-sponsored student organizations are not eligible for Student Government funding.

ARTICLE III. PURPOSE STATEMENT

The purpose of the club shall be to play rugby competitively in- and out-of-state, while striving each season to reach the national level. This mission will be achieved through communication and accountability of each club member for the benefit of the club overall.

ARTICLE IV. COMPLIANCE STATEMENT & UNIVERSITY REGULATIONS

Upon approval by the Department of Student Engagement, the Women's Rugby Club shall be a registered student organization at the University of Florida. The Women's Rugby Club shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University's regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

Section A. Non-Discrimination

The Women's Rugby Club agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act. Discrimination on the basis of the protected classes described in University of Florida

Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policies) is prohibited.

Section B. Sexual Harassment

The Women's Rugby Club agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking and repeated instances of cyber abuse. Sexual harassment as described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policy) is prohibited.

Section C. Hazing

The Women's Rugby Club agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization. Hazing as defined in the University of Florida Regulation 1.0081 (Prohibition of Hazing; Procedures and Penalties) and 4.040 (Student Honor Code and Student Conduct Code) is prohibited. If found responsible for hazing, sanctions may be imposed against the organization, its leaders and/or members.

Section D. Responsibility to Report

The University of Florida identifies Responsible Employees and Campus Security Authorities to support the health, safety, and wellbeing of campus. If the Women's Rugby Club becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Engagement, the Director of Student Conduct and Conflict Resolution, the University's Title IX Coordinator, or to their Student Organization Advisor, who are identified as mandated reporters.

Section E. Officer Eligibility

The Women's Rugby Club understands, acknowledges, and agrees to uphold and abide by the specific minimal requirements regarding officer eligibility as defined in the [Registered Student Organization Classification and Officer Eligibility Policy](#).

ARTICLE V. MEMBERSHIP

Membership in this organization is open to all enrolled students at the University of Florida. Non-enrolled students, spouses, faculty, and staff are prohibited from holding membership, office, or voting powers. All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

ARTICLE VI. BYLAWS FOR THE WOMEN'S RUGBY CLUB

The Women's Rugby Club may elect to maintain separate bylaws document to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements sent forth by local, state, and federal laws, the university of Florida's regulations, policies, and procedures, and the Student Engagement constitution requirements. Amendments and changes may be made to the bylaws and shall be consistent with the Student Engagement approved constitution on file and student engagement's constitution requirements. Should the organization transition leadership, all bylaws and guiding documents will be transitioned to new student organization leaders and/or advisor(s). The Women's Rugby Club agrees to provide all unaltered by laws and guiding documents and/or clarify its procedures in writing to any University of Florida student, faculty, or staff upon request.

ARTICLE VII. STUDENT ORGANIZATION ADVISOR

Each registered student organization must have an eligible organization advisor. The student organization advisor must be a full-time, salaried faculty or staff member not on extended leave for 4 consecutive weeks or longer during their advisor term. The advisor and Department of Recreational Sports holds the responsibility to oversee the day-to-day functions and operations of the Women's Rugby Club, including the management of its finances, the selection of its members, and ensuring the organization adheres to University and department policies.

RecSports Liaison:

- Duties & Responsibilities:
 - o Sport Club Liaisons are responsible for advising the club on operations, finances, event planning, risk management, etc. Liaisons will meet with Club leadership once per month at minimum and can meet more regularly at the Club's request.
- Selection Method:
 - o Sport Programs Professional Staff will assign the club their Liaison for the Academic Year. If the liaison is no longer able to perform their duties, a new one will be assigned.
- Term:
 - o The Academic Year in question, spanning from July 1st to June 30th.
- Process of replacing the organization's student organization advisor:
 - o If a club wishes to replace their advisor, they must reach out to Sport Programs Associate Director Jason Darby providing a detailed explanation for requesting the replacement.

ARTICLE VIII. OFFICERS

Registered student organizations are required to have a minimum of a President, Treasurer, and Vice President as elected officers. These officers must abide by the [Registered Student Organization Classification and Officer Eligibility Policy](#).

The elected officers of the Women's Rugby Club shall be President, Vice-President, and Treasurer. At no time should one person hold more than one of these positions.

- I. The elected executive officers of the Women's Rugby Club shall be President, Vice-President, Treasurer, Match Secretary. All officers shall be elected by the organization by nomination then vote.
 1. The **President** shall preside at all meetings and shall help facilitate officers with their tasks. The President will coordinate monthly meetings to provide updates and delegate tasks for elected officers and chair positions.
 2. The **Vice President** shall be an aide to the President and other officers in completing their duties. In case of the absence or inability of the President to serve, the Vice President shall perform the duties of the President.

3. The **Treasurer** shall be responsible for obtaining, managing and maintaining all funds appropriated to the club, and ensuring that all funding-related submissions are appropriately completed.
4. The **Match Secretary** shall schedule games and the fields in the summer and fall and reserve fields. The Match Secretary will ensure there is a referee for home events and confirm with Recsports beforehand. They are also responsible for taking meeting minutes.
 - A. The elected chair positions of the Women's Rugby Club shall be the Fundraising Chair, the Social Chair, the Service Chair, the Alumni Chair, the Recruitment Chairs, and the Social Media Chair. Two captains will be elected as well, the Backs Captain and the Forwards Captain. Nominations and voting for committee chairs and team captains will occur at the same time as executive officer elections. These positions are expected to perform their responsibilities and roles to the same standard as executive officers.
 - a. The **Fundraising Chair** shall oversee and/or play an active role in any events pertaining to the raising of funds for the organization. It will be the chair's responsibility to keep track of how much is raised and that all funds are allocated properly.
 - b. The **Social Chair** shall be responsible for the organization of social events per the Women's Rugby Club in efforts to increase team morale, community and fellowship within the organization.
 - c. The **Service Chair** shall schedule volunteering events for the club and ensure participation in order to receive the necessary service hours. They should also ensure attendance as spectators for other sport clubs throughout the season.
 - d. The **Alumni Chair** shall oversee all communications and liaisons with the UF Rugby Alumni Association (UFRAA) and the Florida Old Girls (FOG). They will also plan and oversee alumni events including, but not limited to alumni weekend, prom rugby and rugby homecoming.
 - e. The **Recruitment Chairs** shall take the initiative to actively seek out newcomers for the UF Womens' Rugby Team. They will utilize provided resources to coordinate recruitment opportunities and events to best market the team and increase numbers. There shall be two elected Recruitment Chairs.
 - f. The **Social Media Chair** shall keep social platforms updated on events, practices, games, and promoting/recognizing sponsorships. They will be responsible for creating content for Facebook, Instagram,

- and LinkedIn; in addition to creating eye-catching creative pieces of work to advertise the UF Women's Rugby Club.
- g. The **Merchandise Chair** shall be responsible for developing designs, organizing with the appropriate parties, and ordering/ distributing the merchandise needed by the team, fan base, and alumni. The use of various programs may be involved and the collaboration with other officers to achieve these goals as seen fit.
 - h. Each **Captain**, the Backs or Forwards Captain, shall work alongside all executive officers, chair members, and team members to increase team morale, improve skills, and enforce any rules and regulations to be followed. The captains will work together to assist in instruction and relaying of information, given by referees, coaches, and officers, to the rest of the team.
- II. Officers shall assume their official duties at the close of the last general meeting of the academic year and shall serve for a term of one academic year, spanning from July 1st to June 30th and/or until their successors are elected.
- III. Any officer of the Women's Rugby Club may be removed from office through the following process:
- 1. A written request by at least half of voting members of the organization shall be submitted to either the President, Vice President, or Treasurer. Written notification shall be sent to the officer in question, and they will be asked to respond to the request within 48 hours.
 - 2. In the event that the officer does not step down, a mandatory club meeting will be called and a two-thirds majority vote of members present is necessary to remove the officer.
 - 3. Once the officer has been removed, they must send in an official resignation letter to the board which will be passed on to the organization advisor and/or Student Activities and Involvement.
 - 4. In the event of the removal of an officer, a special provision may be granted to the remaining officers to appoint an interim replacement until an election may be held.
 - A. Officer vacancies shall be filled promptly. Club members will be notified of the vacancy and nominations for this position will open. Any club member may nominate any other voting member, including herself. Voting will occur by secret ballot and a simple majority vote is required to officially name the new officer. If official elections are unable to take place, the club officers will be granted permissions to appoint an interim officer.

ARTICLE IX. ELECTIONS

- I. Officer Eligibility: To hold office in the Women's Rugby Club, officers must meet the minimum eligibility requirements to hold a leadership position in an officially registered student organization at the University of Florida. These requirements follow University policies:
- 1. Meet requirements for full-time registration and academic standing as follows:

- a. Undergraduate students must be registered for twelve (12) credits in the Fall and Spring semesters, have a minimum 2.5 cumulative academic average and cannot have an academic warning or be on academic probation.
- b. Graduate and professional students must meet the requirements for full-time status for the graduate or professional program in which they are enrolled, or be registered for 8 credits if appointed to a half-time graduate assistantship, or 9 credits if appointed to a one-third time graduate assistantship. Graduate and professional students must also have a minimum of 3.0 cumulative academic average, or at least the minimum grade point average required to remain in good standing with the graduate or professional program in which they are enrolled, and otherwise be in good academic standing.
- c. Postgraduate students, including post-baccalaureate students, must be enrolled for at least 12 credits. Postgraduate students may not hold an office in a student organization for more than one semester while in postgraduate status.

The credit hour or GPA requirements to hold a designated officer position during a specific term may be waived and/or adjusted for the following circumstances:

- i. Innovation Academy Students taking less than twelve (12) credit hours during their Fall term;
 - ii. Registered Students of the Disability Resource Center who have been approved for an accommodation of a reduced course load;
 - iii. Students during their graduating term who are enrolled for three (3) or more credits, but less than twelve (12) credits;
 - iv. Students with a 0.00 cumulative GPA average due to programs' pass/fail grading scale and/or first academic semester at the University; and
 - v. Students who are approved by the University to enroll in another accredited college or university due to limited course offering or course capacity by a university academic advisor; credits must count to full-time status and Student must present documentation from the academic department demonstrating that course required was either not offered at the University of Florida in the current semester or is full during the semester.
- 2. Have no late or delinquent obligation for fees or other late or delinquent debts owed to the University.
 - 3. Be free of conduct probation.

- II. Nomination Procedures: Nominations for all officers will open in early March annually. Any member may nominate any other voting member, including herself. Nominations may also be made during the election meeting prior to closing of nominations.
- III. Timeline: Elections should take place between mid to late March and early April to allow for turnover between old and new boards. Ideally new officers should be named before the last matrix season match.
- IV. Balloting Procedures: Voting will occur by secret ballot.
- V. Election Rules and Procedures and Run-off Procedures: A simple majority vote is required to elect an officer. All members in attendance at elections shall vote for the President, Vice President, Treasurer, Fundraising Chair, Social Chair, Service Chair, Alumni Chair, Recruitment Chairs, Social Media Chair, Merchandise Chair, and Forwards and Backs Captains. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients at the next general meeting, where a simple majority vote is required to be elected.

In the absence of clear direction on election, amendment, and/or voting procedures, the Women's Rugby Club agrees to follow the guidance and instruction of Robert's Rules of Order for the election or amendment process.

ARTICLE X. FINANCE

As a University Sponsored Student Organization, the Women's Rugby Club does not receive any funding or resources from Student Government, rather, this organization is eligible to be funded by the Department of Recreational Sports and/or:

The raising of funds through letter drives and similar activities, for kits, t- shirts, travel expenses, and other operational expenses of the organization. Members are expected to participate in these fundraising activities. The Women's Rugby Club will pay the annual membership fees for National Collegiate Rugby and the Florida Rugby Union (FRU). The Women's Rugby Club will not apply for funding from the Student Government (SG). The Women's Rugby Club will receive funding from RecSports upon filing a budget request and giving a presentation to the Sports Club Council (SCC).

As a USSO, the Women's Rugby Club will comply with UF Finance and Accounting policies on purchasing, funding, and fundraising.

ARTICLE XI DISSOLUTION OF ORGANIZATION

Upon dissolution, student organizations are prohibited from leaving their organizational assets to any individual or any other student organization. Rather, student organizations may designate a specific charity that will receive such organizational assets. At the time of dissolution, after all outstanding debts are paid, the Women's Rugby Club will leave any assets and outstanding funds to The Boys and Girls Club of America. All monies allocated from the Department of Recreational Sports that have not been spent will be returned to the department.

ARTICLE XII: AMENDMENTS TO CONSTITUTION

Student Engagement has established a process through which constitutions may be amended, reviewed, and approved. Student organizations wishing to amend their constitutions must utilize their constitution on file listed on GatorConnect to make amendments and submit those changes to Student Engagement.

Amendments to this constitution may be made at any regular meeting of the Women's Rugby Club, by any member, provided notice of the proposed amendment was given one week prior to a vote. Amendments require a two-thirds vote of the voting members in attendance at the meeting.

All amended constitutions must be submitted directly to Student Engagement for review and approval.