

Constitution of the Women's Ice Hockey Club, University of Wisconsin

Article I. Name

- Section 1.* The name of the organization shall be the Women's Ice Hockey Club, University of Wisconsin.
- A. Throughout this document, the organization shall be referred to as the "Women's Ice Hockey Club" or the "club".

Article II. Purpose

- Section 1.* The purpose of the Women's Ice Hockey Club is to provide an opportunity for women to play hockey.
- Section 2.* While providing an opportunity to play hockey, the Women's Ice Hockey club and its members will strive to
- A. Have fun.
 - B. Teach and learn the fundamentals of ice hockey.
 - C. Organize teams for beginning to advanced players to compete against other teams at their level.
 - D. Promote women's ice hockey.

Article III. Membership

- Section 1.* Membership is open to female members of the University of Wisconsin – Madison community who meet all of the following criteria:
- A. Are students or are faculty or staff members that have paid Recreational Sports Membership fees.
 - B. Pay membership dues.
 - C. Agree to Women's Ice Hockey Club Policies (general club and team policies).
- Section 2.* The Women's Ice Hockey Club will not discriminate on the basis of race, religion, ethnic group, sexual orientation, or national origin.
- Section 3.* Membership in the Women's Ice Hockey Club is limited to the number of open spots on the rosters of the teams.
- Section 4.* A member may be expelled from the Women's Ice Hockey Club for failing to comply with the constitution of the club or the policies of the club or team.
- A. Each team shall determine the process for expelling a member.
 - B. Members expelled from their team may appeal to the Executive Council. The Executive Council may override the expulsion by a 2/3 majority.
 - C. An expelled member shall be eligible for membership again at the beginning of the academic year following the one in which she was expelled.

Article IV. Dues

- Section 1.* Dues shall be set by the Executive Council prior to the first general club meeting of the fall semester.
- A. Dues may differ among the three teams.
- Section 2.* Additional dues may be collected for the spring semester, if necessary.
- Section 3.* If excess dues are collected, the excess amount will be returned to members following the end of the spring semester. The Executive Council shall determine what amount is excess.

Article V. Team organization

- Section 1.* The Women's Ice Hockey Club shall organize three teams of different levels:
- A. A Team for advanced players.
 - B. B Team for intermediate players.
 - C. C Team for beginning players.

Article VI. Officers

Section 1. The Women's Ice Hockey Club shall have a President, Secretary, Treasurer, A Team Executive Officer, B Team Executive Officer, and C Team Executive Officer. The officers comprise the Executive Council that shall collectively ensure that the club completes all requirements for the Division of Recreational Sports and the Student Organization Office and that the club runs smoothly.

Section 2. All student members of the Women's Ice Hockey Club are eligible to become President, Secretary, and Treasurer. All members of the Women's Ice Hockey club are eligible to be Team Executive Officers, but a Team Executive Officer must play on the team she represents.

Section 3. The President, Secretary, and Treasurer shall be elected by all members of the club. The Team Executive Officers shall be elected by members of their respective teams.

Section 4. Officers shall be elected to one-year terms.

A. Terms begin June 1 and end May 31.

B. Elections will be held at the last general club meeting of the spring semester.

C. Any vacancy which occurs will be filled by Executive Council appointment.

Section 5. Executive Council members may be removed from office by a two-thirds vote of the other Executive Council members.

A. Failure to comply with the constitution and club policies, especially in completing duties, is grounds for removal.

B. A removed officer may appeal to the general membership. A two-thirds approval from the general membership is required for reinstatement.

Article VII. Duties of officers and club members

Section 1. President

A. Represents the Women's Ice Hockey Club to the Division of Recreational Sports, the Student Organization office, and other people and groups.

B. Attends Club Sports meetings and communicate information to appropriate Executive Council members and general club members. Finds another club member to attend in her absence.

C. Presides at Executive Council and general club meetings.

D. Receives copies of all travel itineraries that are submitted to the Division of Recreational Sports.

E. Delegates duties to other Executive Council and club members as needed.

Section 2. Secretary

A. Keeps minutes of Executive Council and general club meetings and communicates information to members.

B. Maintains list of club members and their contact information.

C. Works with Team Executive Officers to maintain club email lists.

D. Maintains and updates the club handbook.

Section 3. Treasurer

A. Handles club financial affairs and budgeting and maintain accurate and current records.

B. Collects membership dues and provide receipts to members.

C. Manages funding received from the Division of Recreational Sports and submit reimbursement forms as needed.

D. Pays club bills.

E. Maintains club checking accounts.

F. Ensures Division of Recreational Sports (Club Sports) allocation request and Associated Students of Madison allocation request are completed.

Section 4. A, B, and C Team Executive Officers

A. Organize operations of their teams by completing or delegating all tasks necessary.

B. Manage team game and practice schedule.

C. Represent the interest of their teams on the Executive Council.

D. Make sure team members complete all paperwork required by the club and the Division of Recreational Sports.

E. Ensure their teams complete all necessary paperwork for the Division of Recreational Sports and for their teams' league.

F. Communicate information from the Executive Council to team members as needed.

Section 5. Fundraising Organizer

- A. Organizes fundraising efforts of the club.

Section 6. Jersey Manager

- A. Checks out jerseys at the beginning of the season and check them in at the end of the season.
- B. Orders new jerseys for club members and for the club.

Section 7. Club members

- A. All club members are expected to contribute to the operation of the club by taking on a club or team job.
- B. Club members must be familiar with and follow the policies of the club and their team.

Article VIII. Coaches

Section 1. Coaches for the Women's Ice Hockey Club shall be volunteers.

Section 2. Selection of coaches

- A. Nominations for open coaching positions will be accepted from people within and outside of the Women's Ice Hockey Club.
- B. The Executive Council will evaluate and choose coaches with input from club members.
- C. Club members are not eligible to be coaches under normal circumstances.
- D. If a suitable coach from outside the club cannot be found for a team, a club member, preferably from a different team, may serve as a temporary coach until an outside coach is found.

Section 3. Duties of coaches

- A. Follow university, club, team, and league policies.
- B. Lead team practices.
- C. Coach team at games.

Section 4. The Executive Council should discuss intent of coaches to return for the following season by January 31.

Article IX. Meetings*Section 1. Executive Council meetings*

- A. Executive Council members shall meet at least once per month during the academic year.
- B. Any club member may attend Executive Council meetings.

Section 2. General club meetings

- A. General club meetings shall be held at least twice per semester.
- B. At least 14 days of notice shall be given for each general club meeting.
- C. Special or emergency general meetings may be called by the Executive Council with less than 14 days of notice.

Article X. Operations*Section 1. Quorum*

- A. General meetings shall require at least 1/2 of members be present in order to conduct business.
- B. Executive Council meetings shall require at least 1/2 of Executive Council members be present.

Section 2. Voting

- A. All members have voting privileges.
- B. Voting may be open or by secret ballot, as determined by the Executive Council. Votes may be taken by email.
- C. For issues presented to members prior to meetings, members may contact the Secretary to submit a proxy vote.
- D. A simple majority of members voting on a given issue is required for approval.

Article XI. Club and team policies*Section 1. Club policies*

- A. Club policies will be reviewed and approved at the last general club meeting of the spring semester.
- B. Changes to the club policies may be proposed by any Women's Ice Hockey Club member.

C. A majority vote of members present is required to make any changes to the spirit of club policies. Changes that do not affect the spirit of policies (e.g., the dates and times of meetings) or changes that reflect amendments to the club constitution, university policies, or Division of Recreational Sports policies may be made by the Executive Council.

Section 2. Team policies

A. Each team will have a set of policies to govern team-specific operations.

B. Team policies will be reviewed and approved by each team by the last general club meeting of the spring semester.

C. A majority of team members is required to change team policies. Changes that do not affect the spirit of policies (e.g., the dates and times of meetings) or changes that reflect amendments to the club constitution, university policies, or Division of Recreational Sports policies may be made by the Executive Council.

Article XII. Amendments

Section 1. Amendments to the constitution may be proposed in writing by any Women's Ice Hockey Club member to the Executive Council.

Section 2. The Executive Council will review the amendment and present it to the general membership.

Section 3. A 2/3 majority of members in attendance at a general meeting with a quorum is required to approve amendments.

Article XIII. Ratification and review

Section 1. This constitution shall become effective upon approval by 2/3 majority of members.

Section 2. This constitution shall be reviewed annually by the Executive Council at the last regular Executive Council meeting of the spring semester.