

Prince William Sound Community College Archery Club Constitution

We, the members of Prince William Sound Community College Archery Club, and subscribing to the regulations and policies of the constitution of the Prince William Sound Community College Student Association, establish this Constitution to govern the matters within our organization.

Article I - Name

Section 1.

The name of this organization is Prince William Sound Community College Archery Club

Section 2.

The Prince William Sound Community College Archery Club has an affiliation with:

the National Governing Body for archery in the United States, specifically, USA Archery, and

Article II - Purpose

Section 1.

The purpose of this organization is to provide opportunities for campus students and community youths to be informed and participate in the sport of archery.

Article III - Membership

Section 1.

- A. Advisor** – There shall be one (1) faculty/staff Advisor who shall be a member ex-officio with no voting privileges per College requirements. If no advisor is required, the selection of an advisor is up to the Club members with a 2/3 vote majority.
- B. Coach** – There shall be one (1) Coach who shall be a member ex-officio with no voting privileges.
 - i. Any qualified person who holds a Level 2 certification or higher from USA Archery may Coach the club and/or team.

- ii. The Coach shall assist the Club and Team members at the discretion of the team, which may include: attending Competition events, teaching the current USAA accepted form and serve at the discretion of the Club members.
- iii. The Coach may charge reasonable fees with the approval of the Club Officers and 2/3 majority vote.
- iv. The Coach serves at the pleasure of the team and may be asked to step down with a vote of 2/3 or more of the club members.
- v. The Coach must adhere to the policies and practices as set out by the Prince William Sound Community College Student Handbook and must not interfere in any way with the clubs inner-workings, including setting practice times, finances, team related dynamics, or travel schedule.
- vi. The Coach understands that this is a student-run organization and will work in the capacity of coaching.
- vii. The Coach must be a member of USA Archery.
- viii. The Coach must adhere to the rules and regulations of the USA CAP and represent the club in a professional manner at all times.

Section 2.

A. Club Members – Any Prince William Sound Community College student where the club membership is filed may be a Member of the archery team provided that he or she is enrolled in at least six (6) semester hours of college credit. Students at branch campuses are not eligible to join the main Campus club. Students at branch campuses must file their own Club membership per the USA CAP requirements.

- i. Competition Team –
 - a. Club Members who are actively pursuing a degree, enrolled full-time as defined by the college, and are in good academic standing are eligible to join the Competition Team.
 - b. Club members who wish to join the competition team must submit a request in writing to join and commit to the team requirements which include Code of Conduct, financial obligations, mandatory practices and specific competition events.
 - c. Upon completion of the required forms, the club member will be considered part of the competition team.

- d. Competition Team members may not be removed from the Competition Team without due process through the Student Services Department.
 - ii. Any violations of the USA Archery or University Code of Conduct may result in suspension from the team awaiting final decision by the Club Officers and the requisite authorities from the Student Services Department. If the violations are determined to be substantial, the Club member will lose both Competition Team status and Club membership.
- B. Affiliate Members** – Any alumni, faculty, or staff member at the main campus may be an Affiliate Member of the Archery Club.
- i. Affiliate Members may participate in Club activities, but do not have any voting privileges.
- C. JOAD Members** – Any community youth who participates in the College JOAD program or other activity directed along with the Prince William Sound Community College Archery Club, under the guidelines of the USA Archery Junior Olympic Archery Development Program (JOAD), may be a JOAD Member of the Prince William Sound Community College JOAD program.
- i. JOAD Members who belong to the Prince William Sound Community College Archery Club JOAD program may participate in Prince William Sound Community College Archery Club activities, but do not have voting privileges.

Article IV - Officers

Section 1.

The Officers of the club will be:

- A. President** – The President of the Prince William Sound Community College Archery Club shall be the leader of club activities with consultation of Club officers. He/she acts as the Competition Team captain, responsible for the recruitment of new members, and oversees the Officers' duties. The President shall communicate with the Prince William Sound Community College Archery Club Advisor and the Coach on a regular basis.
- B. Vice-President** – The Vice-President of the Prince William Sound Community College Archery Club shall take the place of the President upon his or her absence, resignation or removal.

- C. **Secretary** – The Secretary shall maintain the records of eligibility, club membership, individual USA Archery membership, and appropriate forms/paperwork in relation to the Prince William Sound Community College Archery Program, the USAA office and Student Services Department and the PWSCC Student Association program. Duties also include maintaining current membership rosters and contact information.
- D. **Treasurer** – The treasurer is responsible for ensuring the student archery funds are current, notifying student athletes of refunds/payments, issuing statements, receipts for travel, and payments to the coach, USAA, CAP, or the Student Services Department of Prince William Sound Community College. The treasurer will provide bi-monthly (or sooner if requested) funding status of the club at its regular meetings.

Section 2.

- A. All Officers must be Club Members.
- B. Officers are not required to be competitive team members, with the exception of the Club President who serves as the Competitive Team Captain, and as outlined below.
- C. All Officers must be students in good standing as required by Prince William Sound Community College's Code of Conduct Policy.
- D. The President must be a member of the Competition Team during his or her term of office and have been a member of the Competition Team for at least one (1) semester during the previous academic year.

Section 3.

The term of office for each Officer is August 1 to July 31.

Section 4.

- A. An Officer may be removed from his or her position by a majority vote of 2/3 of the Club membership or as determined necessary by the PWSCC Student Services Department.

Article V - Elections

Section 1.

- A. Election of Officers shall occur once per year in the month May, prior to USIAC.

- B. Officers shall be elected by a majority vote of the Club members attending the meeting where elections are being held.
- C. An individual who has been accepted to the college, but is not yet a Club Member, is not eligible until after being a member for one full semester.

Section 2.

Unless otherwise provided above, an Officer vacancy will be filled by appointment by the President after a majority vote by the club officers.

Section 3.

The procedures for voting are:

- A. All Club members in good standing are eligible to vote;
- B. Election dates and voting procedures shall be announced to all Club Members in writing or by email at last seven (7) days prior to the election;
- C. Voting shall take place by secret written ballot and results displayed for all Club members to affirm the votes; and
- D. A quorum of the Club Officers shall be required for an election to be valid.
- E. The Coach or Advisor does not have any authority in regards to the election, nor a vote.

Article VI - Meetings

Section 1.

- A. Regular meetings of the Club shall be held monthly during the academic year.
- B. The Secretary shall be responsible for notifying members of upcoming meetings by any appropriate and reasonable means of communication including, but not limited to email, public posting, phone. At least one 'public' posting must be made at the place of practice.

Article VIII - Amendments

Section 1.

The constitution may be amended by:

- A. a vote of two-thirds (2/3) of the Club members in good standing in attendance of a regular Club meeting.
- B. If a meeting to change the constitution is to be held, seven (7) days notification announcing the proposed changes must be provided to all membership.

