

WOMEN'S FOOTBALL CLUB



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CONSTITUTION

THE CONSTITUTION OF THE CARLETON UNIVERSITY WOMEN'S FOOTBALL CLUB

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CONSTITUTION

THE CONSTITUTION OF CARLETON UNIVERSITY WOMEN'S FOOTBALL CLUB

This document shall be the Constitution of the Carleton University Women's football club. It will be updated before applying to become a competitive club (recreational application).

ARTICLE I - THE ORGANIZATION

The Organization shall be known as the Carleton University Women's football club and herein be referred to as 'The organization'.

The membership is valid from September - August.

ARTICLE II - AIMS OF THE ORGANIZATION

Mission of the club

The purpose of the Carleton University Women's Football Club is to provide a competitive flag football experience for women-identifying athletes through skill development and instruction from coaches. The club will focus on the following areas;

- 1) football knowledge and strategy,
- 2) physical strength and agility required to improve football skill development, and
- 3) a supportive community that encourages leadership development and companionship.

Values of the club

1. SERVICE - We will facilitate the various ambitions of our members through diverse and innovative services.
2. ACCOUNTABILITY - We will provide value to our members through transparent and sound financial management and strong communication between members.
3. DEVELOPMENT - We will facilitate and support involvement and personal development opportunities that enhance the quality of our members' Carleton experience.
4. DIVERSITY - We will strive to facilitate equitable representation of the perspectives of our members both on campus and in the community.

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ARTICLE III - STRUCTURE

The Executive shall be the administrative body of the organization and shall be composed of members elected by the General Membership.

We will run in an election with all paid members. The new executive will work on updating this constitution.

ARTICLE IV - MEMBERSHIP

There shall be 1 level of membership within the organization. Membership of the club shall be valid from September to August.

In the event that a member of the organization violates the organization's Constitution, disciplinary action is being considered, the Executive shall submit a complaint regarding the matter of the member and decide of a disciplinary action for this member.

All students enrolled at Carleton University, are eligible to be members with our team in two ways:

- **To coach or train members.** Interested trainers and coaches (any gender) must submit an application that outlines their expertise, qualifications, and knowledge in the sport.

- Coaches and trainers can be community members

- **As women-identifying athletes.** Individuals who identify as women and are students and members of Carleton University are eligible to join the team as an athlete. Athletes are selected via a tryout process where they demonstrate skill, leadership, and coachability. The cost to be a member following a tryout will be defined depending on the budget and events that the team will participate in.

ARTICLE V - EXECUTIVE

<i>Co- Presidents</i>	<ul style="list-style-type: none">● Designated for the creation of the club.● Responsible for booking field time and meeting rooms. ● Be the primary contact with CUSA.
<i>Vice President</i>	<ul style="list-style-type: none">● Designated for the creation of the club.● Responsible for booking field time and meeting rooms. ● Be the primary contact with CUSA.
<i>Financial Officer (General Manager)</i>	<ul style="list-style-type: none">● Designated for the creation of the club● Responsible for finances, sponsorship.

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ARTICLE VI –PRACTICES, MEETINGS, COMPETITIONS

We are a local and travelling club to tournaments across Ontario, Canada, and Quebec. The program will participate in organized tournaments in Ontario or Quebec and will organize one tournament on campus. All other programming will occur on campus or in Ottawa, Ontario.

Practices and Fitness

- *Practices run 2 to 3 times per week from September to August. Practices will not take place during reading week or during the fall and spring exam periods. Practice sessions will be approximately 1 hour 30 minutes to 2 hours in duration and are scheduled to avoid times that most students would have class.*
- *Fitness will be provided to athletes so that they can train 2 to 3 times per week from September to March. Sessions will take up to 1 hour and 30 minutes and be conducted individually by the member on their own time.*

Special meetings

- *Chalk talks are general meetings to discuss football strategy. These meetings occur approximately once every 2 months. Chalk talk meetings will be approximately 1 hour long each.*
- *Coaches meetings occur every week all year long, to plan practice schedules for the upcoming weeks. These meetings typically range in duration from 30 minutes to 1 hour.*
- *Executive team meetings occur a minimum of once a month to discuss team logistics, finances, and prepare for upcoming events and tournaments.*
- *Learning sessions occur 1 to 2 times from September to March and prioritizes training in equity, diversity, and inclusion as well as decolonization. These are hosted by campus partners and are meant to engage athletes in their part of social justice.*

ARTICLE VII – LEADERSHIP SUCCESSION

Elections

The Organization has chosen to run elections for its Leadership Succession. The following are the steps necessary to be taken to run elections.

1. The Club executives will appoint a Succession Officer to run elections for the Club.
 - a. A Succession Officer may be any one (1) of the following individuals:
 - i. A neutral party to all elections being held within the club.
 - ii. A member of the Clubs Oversight Committee.
 - iii. A member of the CUSA Clubs Office.
 - iv. A club member or an external student non-member.
 - b. All efforts should be made for a Succession Officer to be appointed on a consensus basis in the Executive Committee. When that is not possible, a recorded vote in a first past the post majority or plurality vote winner will be appointed Succession Officer.
 - c. The Organization will work with the Succession Officer to set the date of final voting membership purchase, campaign start, campaign end, voting start, and voting end.
 - d. Students-at-large will have the opportunity to join the club before the start of voting.
 - e. Every voter has the right to cast their ballot in private.
 - f. During counting, candidates may select an individual who is not a candidate to be present for counting and scrutinizing.

- g. Appeals, complaints, or conflict may be made to the Clubs Oversight Committee by way of emailing the Student Groups Administrator.
 - h. Timeline:
 - i. Day 1 - Announcement of campaign, voting, and results announcement dates
 - ii. Day 7 - Start of campaign
 - iii. Day 10 - last day to buy voting memberships for the club
 - iv. Day 14 - end of campaign
 - v. Day 15 - start of voting
 - vi. Day 16 - end of voting
 - vii. Day 17 - Results announced
2. The Club will run a first past the post-style election to elect the executive positions of [insert executive positions]
- a. Candidates on the ballot shall be organized alphabetically by last name, with a box to be filled, marked, or checked for a single option/candidate.
 - b. A final “no-confidence” option will be offered at the bottom of the ballot.
 - c. Any ballot with multiple boxes clearly marked will be discarded as “spoiled.”
 - d. Upon counting of the vote, the candidate with the most votes will be considered elected to the position.

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- iii. Day 10 - last day to buy voting memberships for the club
- iv. Day 14 - end of campaign
- v. Day 15 - start of voting
- vi. Day 16 - end of voting
- vii. Day 17 - Results announced

Counting of the votes

1. First round votes will be counted.
2. If a candidate receives 50% +1 vote on the first-round votes, they will be considered elected to the position
3. If no candidate received 50% +1 vote on the first-round vote, the candidate with the fewest votes will be eliminated and all votes preferencing that candidate as their first choice will tally second choice votes and add those totals to first round totals.
4. The above process will be continued for as many rounds as necessary to arrive at a candidate receiving 50% +1 votes. That candidate will be considered elected to the position.

Article VIII

Impeachment

- a. To remove a member, our Club will first consult the CUSA Clubs Membership Removal Committee (MRC)
- b. The CUSA Clubs Membership Removal Committee (MRC) will advise on the next steps for the club
- c. Should the CUSA Clubs Membership Removal Committee (MRC) advises that the club proceed with membership removal, the following steps will take place:

2.

Impeachment for Removing an Executive Role:

- a. Grounds for impeachment of a club member include any violation of the constitution, the governing documents of CUSA, committing an act (or acts) which negatively affects and/or harms the interests of the clubs and its members, and/or failure to fulfill executive duties.
- b. Any member can bring forward a request for impeachment to any executive. Within 10 days of receiving this request, the executive will host a meeting with the general membership. At this meeting, the complaint will be reviewed. The member bringing forward the complaint and the accused executive shall be given time to speak.
- c. A vote for impeachment with the general membership will be conducted. The accused executive shall not be permitted to vote. A simple majority will be needed to impeach the executive. Impeachment of an executive results in their removal from office and as a member of the club.

3. Membership Impeachment:

- a. Grounds for impeachment of a club member include any violation of the constitution, the governing documents of CUSA, and committing an act (or acts) which negatively affects and/or harms the interests of the clubs and its members.
- b. Any member can bring forward a request for impeachment to any executive. Within 10 days of receiving this request, the executive will host a meeting. At this meeting, the complaint will be reviewed. The individual bringing forward the complaint and the person accused shall be given time to speak.
- c. A vote for impeachment within the executive will be conducted. A simple majority of executives will be needed to impeach the member. Impeachment of a member results in their removal as a member of the club.

Article IX

Amendments

1. Any member can propose an amendment to the constitution. This amendment will be presented at the annual general meeting and a vote will take place with the general membership to adopt the new amendment.
2. A simple majority will be required to adopt the new amendment.

ARTICLE X - DISSOLUTION

Upon dissolution of the Organization, all assets gained through CUWFC shall be returned to CUSA and all other assets shall be given to Carleton U Football.