



Cards Club

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the Cards Club (CC) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

ARTICLE II - MISSION STATEMENT

The purpose of Cards Club is to engage the campus community in all activities and games regarding the usage of playing cards. Cards Club will strive to accomplish this by creating an enjoyable, inclusive environment for all participants to engage with one another, regardless of prior experiences or knowledge.

ARTICLE III - MEMBERSHIP

SECTION ONE - MEMBERSHIP

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All members and associate members shall be listed on the organization's Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member - In order to achieve active membership status, a member must attend at least 25% of all meetings.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to compete nor travel as part of a college student organization.

ARTICLE IV - STANDARD MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. An executive board meeting shall be valid if a quorum is present. Quorum is defined as five or more members of the executive board in attendance.
- B. An organizational meeting shall be valid if a quorum is present. Quorum is defined as

25% of active membership status plus two or more officer(s).

SECTION TWO - VOTING

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Voting Procedure
 - a. All decisions at an executive board meeting shall be decided upon by a simple majority using a hand vote, unless otherwise specified.
 - b. All decisions at an organizational meeting shall be decided upon by a simple majority using a hand vote, unless otherwise specified.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

- A. President - Must have served for at least one term on the Executive board, unless no one is qualified.
- B. Vice President
- C. Business Director
- D. Programming Director
- E. Secretary
- F. Members Outreach Coordinator

SECTION TWO - DUTIES OF OFFICERS

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. The President shall be responsible for determining the club meeting agendas, the executive board meeting agendas, and the club schedule. In addition, the president shall be responsible for working alongside each of the board members to ensure that tasks are being conducted appropriately and effectively. It shall also be the role of the President to serve as primary communicator to the administrative advisor(s). Finally, the President shall be responsible for tallying votes and announcing the results of all club elections, unless they are running for the position.
- F. The Vice President shall be responsible for working directly alongside the President in setting agendas and collaborating with other officers. In addition, it shall be the role of the Vice President to collaborate with and assist in the business, programming, and outreach responsibilities of the club. Finally, the Vice President shall preside if the President is not able to attend a meeting.
- G. The Business Director shall be responsible for monitoring club fiscal transactions and finances. This shall include purchasing club items as needed, preparing the club's annual budget and keeping an accurate financial record. In addition, it shall be the role of the Business Director to serve as a median between this organization and the SOFO office. Finally, the Business Director shall be in charge of updating the Executive Board as needed regarding the financial state of the organization.
- H. The Programming Director shall be in charge of scheduling activities for the

club/general public to participate in and scheduling rooms to be used during these activities. These will include special events or tournaments of any sort. In addition, the Programming Director shall work alongside the Members Outreach Coordinator to ensure that these events are advertised.

- I. The Secretary shall be responsible for logging the minutes, discussion topics, votes and attendance during meetings. In addition, the Secretary shall be responsible for the formatting and storage of these documents (including the Constitution) in a way that is easily legible/accessible. Finally, the Secretary shall be responsible for working alongside the President to tally the results of all club officer elections, unless they are running for the position where votes are being tallied.
- J. The Members Outreach Coordinator shall be responsible for maintaining a strong club presence through social media platforms and physical advertisements. In addition, the Members Outreach Coordinator shall be responsible for maintaining a list of active members within the club and updating the website with current members, officers, events, and other relevant information. Finally, the Members Outreach Coordinator shall be responsible for meeting with new members to ensure that they feel welcomed.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. General Nomination and Elections Procedure -Any active member within the club shall be allowed to nominate themselves to run in the officer elections. As soon as a person is elected to an E-board position, they must suspend campaigning for any other position until the next election cycle.
- B. The General Election Process - Any active member within the club that has served for at least one full term on the E-board shall be allowed to nominate themselves to run in the presidential election. Any active member within the club shall be allowed to nominate themselves for any other E-board position. Active members shall be allowed to vote in the general election. Elections shall occur once a year, at least three weeks before the last day of classes. On election day, each nominee will be asked to give their platform to the group, with the other candidates outside of the meeting room. Afterwards, all club members in attendance shall vote using a paper ballot, if this is not possible, elections will occur on the CCC. Every active member shall be entitled to only a single vote for a single candidate per position per election cycle. The President and the Secretary shall be in charge of counting the number of votes. If either officer is a candidate in the election, another E-board member shall count the votes instead. Opportunities to vote in the general election shall occur during a club meeting. A winner for each position shall be declared by the highest number of votes for a candidate in each election.
- C. Term of Office - All Executive Board positions shall be elected to serve for one academic year. There shall be no limit to the number of times a person is entitled to serve in the same position.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. Following a vacancy of an office, the position is to be filled by the same manner described in *Article V, Section Three* on any date the Board decides necessary.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a

$\frac{2}{3}$ majority of the entire active membership to pass. Any active member of the organization may call for a vote of no confidence, as long as there is substantial cause and support for the removal in question.

- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

ARTICLE VI - RESOURCES

SECTION ONE - RESOURCES

- A. The Cards Club of the University of Rochester will abide their Resource Agreement.

ARTICLE VII - HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the Cards Club. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

ARTICLE VIII - NONDISCRIMINATION POLICY

The Cards Club abides by the nondiscrimination policy of the University of Rochester.

Albert F.

12/8/2020

Signature of Confirmation Date

Albert Max Fernandez

President, Cards Club

E. L. Thomas

12/14/2020

Signature of Approval Date

Eden Thomas

Chair, Student Organization Administration & Review Committee