



UNIVERSITY of ROCHESTER  
**STUDENTS' ASSOCIATION**  
GOVERNMENT

## **Quidditch**

### **ARTICLE I - ESTABLISHMENT**

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

### **ARTICLE II - MISSION STATEMENT**

The purpose of the Quidditch Club shall be to organize individuals for the purpose of playing the game of Quidditch in the manner established by the rules set forth in the current US Quidditch Rulebook. The Quidditch Club also aims to foster sportsmanship and athletic activity for its members. Through intramural and intercollegiate competitions, the Quidditch Club also serves to encourage social interaction of students within the University of Rochester as well as with students from other universities.

### **ARTICLE III - MEMBERSHIP AND ELIGIBILITY**

#### **SECTION ONE - MEMBERSHIP**

- A. All Students' Association (SA) members shall be eligible for membership.
  - A.1. An SA member is a University of Rochester undergraduate of the College who has paid their SA activities fee.
  - A.2. All University of Rochester faculty, staff, graduate students, and Eastman students are eligible for associate membership.
  - A.3. All members and associate members shall be listed on the UR Quidditch Campus Club Connection site.
- B. Associate Members: An associate member is any member of the Quidditch Club who is not currently a full-time undergraduate student at the University of Rochester.

- B.1. Associate members do not count towards the total Active Members when counting quorum.
- B.2. Associate Members may include undergraduate and graduate students at the Eastman School of Music, Graduate students at the University of Rochester, faculty, staff, students from other universities, or other community members.
- B.3. Associate members have all the rights as Active Members as outlined below except that under no circumstance may they hold office except for that of the Coach.
- B.4. All associate members must follow the procedure of membership as outlined in the Club Sports Manual.

#### C. Active Members

- C.1. Active members are defined in one of two ways:
  - C.1.1. Playing member: Required to pay full playing dues. This allows the member to be rostered by the Captain for any tournament. They are expected to attend at least an average of 1 practice per week of regular practices.
  - C.1.2. Non-Playing Member: Required to pay Non-Playing dues. Being a Non-Playing Member, one will not be considered for any roster at any point in the semester. Non-Playing Members cannot be nominated for Captain or Assistant Captain.
- C.2. In order to be rostered for an official USQ tournament, a playing member must be at least 17 years old, as per USQ policy. If the USQ policy changes in the future, then this club policy also changes to match the new USQ policy.
- C.3. Any absences due to a member's involvement in a campus leadership role, a religious observance, academics (including class, labs, workshops, recitations, review sessions, research-related commitments, and any recurring academic commitment), tech week or dress rehearsal for an upcoming performance, varsity sports, club performances, weekly rehearsals for campus groups, mandatory Greek life, injury, work, personal emergencies, or other captain-approved conditions will be considered excused if the absent member fills out the absence form with documentation of their other commitment.

C.4. Active Members must sign up and serve for at least two tabling slots per tabling session.

D. Inactive Member Status

D.1. A Member who has been placed on Inactive Member Status cannot vote in any Team Meetings or Elections nor may that Member run for any office.

D.2. A Member who has been placed on Inactive Member Status no longer counts as an Active Member when counting Active Members for Quorum.

D.3. A Member may be removed from Inactive Member Status by meeting Active Member requirements.

D.4. A Member with Inactive Member Status may not be rostered for any tournament.

D.5. A Member may only be placed on Inactive Member Status by a majority vote of the Executive Board.

D.6. If a Member's Inactive status is being voted on, that Member must be notified that it is occurring and the reason why and should be present for the vote. If the Member is not present, it should not affect the outcome of the Vote.

D.7. List of Applicable Reasons for Inactive Membership

D.7.1. If the Executive Board finds another reason to add to this list, it may be presented to the Club to be voted on to become a new reason. It shall then be listed here.

D.7.2. Not meeting the attendance requirement (Article III, Section A.3.1.1) under the Jurisdiction of the Captain.

D.7.3. Not paying dues under the Jurisdiction of the Business Manager.

D.7.4. Suspension from USQ under the Jurisdiction of the Vice-President.

D.7.5. An Active Member may request to become an Inactive Member under the Jurisdiction of the Secretary.

D.7.6. Failure to fulfil the tabling requirement Article III, Section A.3.4 under Jurisdiction of the Business Manager.

## **ARTICLE IV - MEETINGS AND VOTING**

### **SECTION ONE - MEETING**

- A. A Full Club Meeting is only valid if a quorum is present.
  - A.1. Quorum is at least half of all active members being present and anyone voting officer of the Executive Board.
- B. A practice is not a Full Club Meeting
- C. A full week (7 days) must be given before any meeting. In that notice, reasons must be given for the purpose of the meeting.

## **SECTION TWO - VOTING**

- A. Official voting may only take place at a valid Full Club Meeting
- B. All Active members have equal voting power.
- C. Procedure:
  - C.1. The Highest-Ranking Officer present shall control the discussion and determine when voting will occur.
  - C.2. The Secretary shall count the votes. If the Secretary is not present, the Lowest Ranking Officer present shall perform this duty instead.
- D. Votes of No Confidence
  - D.1. Any Active Member may call for a vote of no confidence. The Executive Board will then call an Official Meeting to carry out the vote.
    - D.1.1. The Active Member must specify an Officer that the Member would like to remove with this policy.
  - D.2. A Vote of No Confidence requires two thirds of present active members' approval to pass.
  - D.3. If a Vote of No Confidence passes, the specified officer is removed from their office. The highest-ranking Executive Board member should immediately start election procedures, as outlined in Article V, Section B and call another meeting for the election.
  - D.4. Votes of No Confidence should not be called unless the Active Member can point to multiple instances of the Officer not carrying out their responsibilities in this document.

## **ARTICLE V - OFFICERS AND QUALIFICATIONS**

### **SECTION ONE - OFFICER POSITIONS**

- A. Voting Members of the Executive Board
- B. All Voting members have full membership on the Executive Board and are able to vote in all Executive Board Meetings
- C. President: Requires two full semesters as an Active Member of the UR Quidditch Club.
- D. Vice President: Requires two full semesters as an Active Member of the UR Quidditch Club
- E. Business Manager: Requires two full semesters as an Active Member of the UR Quidditch Club
- F. Secretary: Requires one full semester as an Active Member of the UR Quidditch Club
- G. Captain: Requires two full semesters as a Playing Member in the UR Quidditch Club. The Captain must be a Playing Member for the duration of their term and their training period.
- H. Non-Voting Members of the Executive Board
  - H.1. Assistant Captain: Appointed by the Captain as a running mate during Elections. The Assistant Captain must be a Playing Member for the duration of their term and training period.
  - H.2. Social Chair: Requires one full semester as an Active Member in the UR Quidditch Club
  - H.3. Recruitment Chair: Requires one full semester as an Active Member in the UR Quidditch Club
  - H.4. Coach: Required to be an Associate Member appointed by the Executive Board.
- I. A Voting member of the Executive Board may also hold a Non-Voting position. A Non-Voting member of the Executive Board may hold multiple Non-Voting Positions.
- J. Non-Voting Executive Board Positions are not required to be filled.

## **SECTION TWO - DUTIES OF OFFICERS**

- A. Duties of All Officers
  - A.1. All officers shall promote active recruitment of new members.
  - A.2. All officers shall enforce this constitution.
  - A.3. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
  - A.4. All Officers may serve consecutive terms.
- B. The President

- B.1. The President shall preside over Executive Board meetings and Full Team meetings and organize them.
- B.2. The President shall maintain order in the club, ensuring that all paperwork, money, schedules, advertising, etc. are occurring correctly.
- B.3. The President shall work with the rest of the Executive Board to ensure a functioning club.
- B.4. The President shall ensure that officers are completing the responsibilities set out in this document.
- B.5. The President shall attend Club Sports meetings
- B.6. The President shall be the official liaison between the School Administration and the club, including filling out the Mid-Year Report.
- B.7. The President will create Space Reservations and plan for Meliora Weekend, Orientation Weekend, Yule Ball and any other non-practice event.
- B.8. The President shall plan Executive Board Meetings at a time when all officers can meet.
- B.9. The President shall plan Constitution Revisions and Amendments.
- B.10. The President shall help the Captain set up Practices and Scrimmages.
- B.11. The President shall inform all members of their Constitutional Responsibilities.

C. The Vice President

- C.1. The Vice President shall coordinate any and all travel that the club partakes in.
  - C.1.1. If the travel will cost money beyond gas and tolls, the Vice-President must get approval from the Business Manager.
- C.2. The Vice President shall fulfil the duties of the President if the President is not present.
- C.3. The Vice-President shall be in charge of all interactions with the National Governing Quidditch Body.

D. The Business Manager

- D.1. The Business Manager shall maintain all finances and keep detailed records of transactions.
- D.2. The Business Manager shall give gas cards from the school to drivers during travel events.
- D.3. The Business Manager shall attend Club Sports meetings

- D.4. The Business manager shall set dues for each semester, in accordance with income requirements set out in the Official SAAC Budget.
- D.5. The Business Manager shall waive or reduce dues for individual Members on a case-by-case basis.
- D.6. The Business Manager shall record hours for the Coach for all hours spent working.

E. The Secretary

- E.1. The Secretary will maintain the Constitution in a public place, such as the documents folder on Campus Club Connection (CCC)
- E.2. The Secretary shall record minutes from each Full Club Meeting and Executive Board Meeting.
- E.3. The Secretary shall take attendance at all practices, Full Club Meetings and Executive Board Meetings.
- E.4. The Secretary shall send all communications to the club, including a weekly email sent out after Executive Board meetings, detailing the events of the week.
- E.5. The Secretary shall maintain an accurate email list and an accurate listing of members on Campus Club Connection.
- E.6. The Secretary shall maintain an accurate list of equipment and recommend any purchases for new equipment to the Business Manager.
- E.7. The Secretary shall maintain an organization system in the locker in Goergen Athletic Center.

F. The Captain

- F.1. The Captain shall run practices and ensure that they start on time.
- F.2. The Captain shall submit a general outline, at the request of the President, with a theme for each practice or each week at the start of each week to the Executive Board.
- F.3. The Captain, along with the Coach and Assistant Captain, shall create the roster for all official tournaments and submit it to the Executive Board at least 7 days before the roster is due.
- F.4. The Captain has final say on any roster for any official tournament.
- F.5. The Captain shall assign a rotation of members to get equipment from the locker before each practice, such that practice shall start on time.

- F.6. The Captain shall find Official Tournaments for the club to participate in and be the main liaison to that tournament and is responsible for notifying the Secretary of all paperwork involved with the tournament but does not otherwise hold an administrative role in the Club.
- F.7. The Captain is responsible for maintaining high morale and good team atmosphere, such that any player should feel comfortable approaching the Captain with concerns.
- F.8. The Captain shall run substitutions and plan strategy for Official Tournaments. The Captain does not have to play each rostered member equally.
- F.9. The Captain shall inform the rest of the Executive Board of all Tournament Information and all Quidditch Governing Body Information.
- F.10. The Captain shall never preside over a vote nor shall they count votes for any vote, unless no other Executive Board Officers are present.

#### G. The Assistant Captain

- G.1. The Assistant Captain shall help the Captain plan and run practices.
- G.2. The Assistant Captain shall help run substitutions during tournaments and plan strategy.
- G.3. The Assistant Captain shall run Conference Practices.
- G.4. The Assistant Captain shall be the speaking captain at any unofficial tournaments.
- G.5. The Assistant Captain shall create a roster for unofficial tournaments from all available active members, prioritizing those who have not played on official rosters.
- G.6. The Assistant Captain should try to ensure about equal playing time at unofficial tournaments.
- G.7. If the Captain does not appoint an Assistant Captain, the Captain is responsible for all duties of the Assistant Captain.

#### H. The Social Chair

- H.1. The Social Chair shall organize events with other campus organizations.
- H.2. The Social Chair shall organize internal Quidditch social events.
- H.3. The Social Chair shall build a social media presence for the club.
- H.4. The Social Chair may be two people.

#### I. The Recruitment Chair

- I.1. The Recruitment Chair shall organize events with active members to promote recruitment of new members and retention of current members.



- I.2. The Recruitment Chair shall organize recruitment events including the Activities Fair and Late Night Quidditch.
- I.3. The Recruitment Chair shall work with the Social Chair to promote recruitment events.
- I.4. The Recruitment Chair shall coordinate and oversee alumni outreach.
- J. The Coach
  - J.1. The Coach shall help advise the Captain on creating rosters for tournaments.
  - J.2. The Coach shall not run practice, except at the request of the Captain.
  - J.3. The Coach shall assist with substitutions at tournaments.
  - J.4. The Coach shall help the Captain create strategy.
  - J.5. The Coach may be removed from their position by an Executive Board Vote at any time.
  - J.6. The Coach shall be registered with USQ as the official coach.
  - J.7. The Coach is responsible for maintaining high morale and good team atmosphere, such that any player should feel comfortable approaching the Coach with concerns.
  - J.8. Payment of The Coach
    - J.8.1. The Coach shall be paid minimum wage, in accordance to New York State law.
    - J.8.2. The Coach shall have hours recorded by the Business Manager for all hours spent working. These include practices and all time spent at the field during tournaments. The Executive Board may vote to change this definition. In the event that a vote does occur, the Team and the Coach must be notified as soon as possible.

### **SECTION THREE - NOMINATIONS AND ELECTIONS**

- A. Timing: Elections shall take place within the first thirty days of Spring Semester.
- B. Inauguration: Elected members begin their term after the last day of the Spring Semester. During the spring semester, the newly elected members of the Executive board shall serve under the incumbent officers in a training capacity. See Section F.
- C. Nominations: Any active member may nominate any other active member or themselves for any position for which they would meet the requirements by the beginning of that position's term.
  - C.1. Each candidate should submit a platform to the current secretary to be distributed to all Active Members at least one week before elections. Failure to submit a platform shall be interpreted as declining one's nomination.
  - C.2. Example of meeting the requirements: A freshman, who played their first semester in the fall, is eligible to run any position requiring a minimum of a year in the club. This is because, at the end of the spring semester, when that

freshman would fully take over that position, the freshman would meet the requirements.

D. Running elections

- D.1. The Highest-Ranking Officer present shall preside over Elections.
- D.2. Each position shall be elected in rank order, except that the Captain shall be elected first.
- D.3. For each position, each candidate shall have the chance to give a speech to all active members, except for other candidates running for the same position. After the speech, active members may ask them questions for a reasonable amount of time.
- D.4. After all candidates for a position have given their speech and answered questions, they will leave the room and all voting members will discuss and then cast their ballots.

E. Voting

- E.1. All present Active Members are given a secret ballot.
- E.2. Each Active Member shall write down at least one name on the ballot.
- E.3. The President and the Secretary, or the Presiding Officer and another Officer appointed by the Presiding Officer shall count the votes.
- E.4. A candidate needs a majority of the votes in order to be elected. If no candidate receives a majority, the candidate with the lowest number of votes is eliminated. Voting shall occur again. Then this process will be repeated until a candidate receives a majority of the votes.
- E.5. If a candidate is running unopposed, a heads-down-hand vote, counted by the President will, be used to determine if confidence is had in the candidate. The candidate still needs a majority of four votes to be confirmed for their position.

F. All Officer Positions have a term length of two semesters.

G. An Active Member may run for reelection any number of times for any position.

**SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS**

A. Vacancies

- A.1. A Vacancy is defined as an Officer Position that has no current active member fulfilling the role.
- A.2. At the first valid meeting following the appearance of a vacancy, it must be filled with the procedure described in Article V, Section 2.

B. Resignation: Any member of Executive Board may resign for a significant reason at any time. The resigning member should notify the President or if the President is resigning, the Vice-President, to figure out the best way to announce to the club that one is resigning. The notified officer should then start the elections process outlined in Article V, Section 2.

- C. Removal: An officer is removed, and a Vacancy is created if a Vote of No Confidence (Article IV, Section 2.4) is approved by the Active Members. The procedures in the Vote of No Confidence should be followed to replace the officer.

## **SECTION FIVE - EXECUTIVE BOARD PROCEDURES**

### **A. Executive Board Votes**

- A.1. The Presiding Officer is the highest-ranking member of the Executive Board Present.
- A.2. Any topic that does not fall under the responsibilities of any one Officer must be voted on by during an Executive Board meeting.
- A.3. The Presiding Officer shall determine the method of voting. Methods include but are not limited to, verbal assent, hand voting and secret ballots.
- A.4. The Presiding Officer shall state the topic of the vote and then call for it, once a reasonable amount of discussion has occurred.
- A.5. The Secretary or the Lowest Ranking Officer present shall count the votes.
- A.6. For the motion to pass, four Officers must agree.
- A.7. An Executive Board vote requires at least three voting members to be present to pass.

### **B. Overrule Votes**

- B.1. An Overrule Vote is a special type of Executive Board Vote and can be called by any Voting Member.
- B.2. The Presiding Officer of an Overrule Vote shall be the Officer whose action is being voted upon.
- B.3. An Overrule Vote shall function the same as a normal Executive Board Vote, except that it is a vote on action of another officer.

### **C. The Training Period Vote of No Confidence**

- C.1. This shall occur when the President or Vice-President approves the Vote under the conditions in Article IV Section 5.3 and is a special type of Executive Board Vote.
- C.2. The Presiding Officer shall be the Incumbent Officer whose Elected counterpart's position is being called into question.
- C.3. All Incumbent Members shall vote to keep or remove the Elected Officer in any manner acceptable in a normal Executive Board Vote.
- C.4. Instead of requiring a simple majority, in order to pass, this motion must pass with at least a four-person majority of the Executive Board.
- C.5. If the motion passes, a Removal is initiated and policies outlined in Article V, Section 4.3 must be followed.

### **D. Transitioning**

- D.1. The Executive Board members shall create transition documents at the end of each semester.

- D.2. These documents shall contain particular problems or procedures that each member found to be challenging or important from their term.
- E. The Generality Clause
  - E.1. All powers not delegated to a specific member of the Executive Board are given to the President.
  - E.2. Any issues that fall into this category require a standard Executive Board Vote (Article V, Section 5.1).

## **SECTION SIX - THE TRAINING PERIOD**

- A. The Training Period is the period of time from the end of the elections to the beginning of the elected member's term.
- B. During the Training period, the Executive Board Elect members shall assist the incumbent members.
  - B.1. Assistance shall be defined by the Incumbent Members. The incumbent members still hold the final responsibility for the club.
  - B.2. Part of assistance shall be attending Executive Board meetings. Executive Board Elect Members shall attend at least two per month. The Incumbent President may waive this requirement on a case-by-case basis for schedule conflicts.
- C. If the Incumbent Member feels that the Elect Member in their respective position will not be able to do the job, they may present a case to the Incumbent Executive Board for a Training Period Vote of No Confidence.
  - C.1. The Incumbent Member must show that the Elect Member has not been fulfilling their obligations, such as not assisting the Incumbent Member or meeting their Executive Board Attendance Requirement.
  - C.2. If the President feels that adequate evidence has been show, or the Vice-President in the event that the President is requesting the Training Period Vote of No Confidence, then the procedures for a Training Period Vote of No Confidence shall be initiated.
- D. This process shall not be initiated without a warning to the Elect Member and a reasonable time to change the offending behavior.
- E. If an Incumbent Officer is re-elected, that Officer is exempt from the trial period.

## **ARTICLE VI – RESOURCES**

### **SECTION ONE – RESOURCES**

- A. The Quidditch 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 Quidditch 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 Quidditch Club of the University of Rochester does not discriminate against any individual or organization of individuals on the basis of age, color, disability, ethnicity, gender identity, gender expression, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or political affiliation.

  
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Signature of Confirmation  
Madeleine Fordham  
**President, Quidditch**

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Approval  
Eden-Lyn Thomas  
**Chair, Student Organization Administration & Review Committee**

  
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Date