



UNIVERSITY of ROCHESTER  
**STUDENTS' ASSOCIATION**  
GOVERNMENT

**ROCHESTER QUIZ BOWL**

We the students, faculty, and staff of the University of Rochester hereby establish the Rochester Quiz Bowl club of the University of Rochester and enact this constitution for its government. Failure to follow this constitution could result in revocation of Students' Association recognition of this organization.

**Article I. Purpose of Organization/Mission Statement**

Rochester Quiz Bowl shall promote academic competition, such as quiz bowl, at the University of Rochester, and shall attempt to field teams of the highest caliber to compete in intercollegiate tournaments throughout the academic year. Rochester Quiz Bowl shall also attempt to host tournaments throughout the year, including intramural, intercollegiate, and high school tournaments.

**Article II. Membership**

**Section A. Membership**

1. Eligibility – All Students' Association 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 University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership. All members and associate members shall be listed on the organization's Campus Club Connection site.
2. Definition of active member – A person may become an active member of Rochester Quiz Bowl by attending at least 1/3 of meetings of events in one semester or by attending one intercollegiate tournament with Rochester Quiz Bowl, or by making a formal request for membership to the Rochester Quiz Bowl President, who will decide whether or not membership will be granted. Any members may withdraw his or her membership to Rochester Quiz Bowl by making a formal request to any executive board member. All active members must be members of the SA.
3. Definition of an associate member – An associate member is anyone on our mailing list. An associate member may be a non-SA member.

**Article III. Meetings and Voting**

**Section A.** A meeting shall be valid if at least one officer is present and the entire club is aware that the meeting is taking place and there is a quorum. A quorum occurs when at least 1/3 of the active membership is present. It is implied that meetings will occur weekly, at a time and location specified at the beginning of the semester. The entire club will be considered aware of any other meetings if an email has been sent at least 24 hours ahead of time.

### **Section B. Voting**

1. Voting on any issue shall be official only if the meeting is valid, and the entire club has been made aware that a vote will occur that will pertain to members who may have chosen not to attend.
2. All members shall have equal voting power.
3. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President or most senior presiding officer shall only vote to break a tie.

## **Article IV. Officers and Qualifications**

### **Section A. Officer Positions**

1. Senior Officers – All Senior Officer Positions must be filled at all times.
  - a. President – The President of Rochester Quiz Bowl shall be the most senior officer in the organization. A person must have been a member of Rochester Quiz Bowl for at least one semester, with the duration of time lasting from the beginning of that semester until the date of elections counting as a full semester for purposes of elections, and must have attended at least one intercollegiate tournament in the academic year in which the elections are held before he or she may become President, or have attended at least one tournament and half of the meetings of the semester. The President must have been at the University of Rochester for at least one academic year at the time of incumbency. The President shall be in charge of: overseeing other officers, particularly the Vice President; keeping members of Rochester Quiz Bowl informed of what the organization is doing; planning and running meetings; communicating with other student organizations, both at the University of Rochester and at other institutions; creating temporary officer positions as needed; assisting the Business Manager in preparing the yearly budget; consulting and working with an advisor; any duties not listed for any other officer.
  - b. Vice President – The Vice President shall be the second most senior officer in the organization. A person must have been a member of Rochester Quiz Bowl for at least one semester, with the duration of time lasting from the beginning of that semester until the date of elections counting as a full semester for purposes of elections, and must have attended at least one intercollegiate tournament in the academic year in which the elections are held before he or she may become Vice President, or have attended half of the meetings of the semester. The Vice President shares many of the duties of the President and shall be in charge of: representing the club in the absence of the President; fulfilling the duties of the President in his or her absence at club meetings and events; fulfilling the President's duties for planning and running events when the President is unable to attend the event or delegates the duties to the Vice President; and may take on the duties of any other officer besides the Business Manager.
  - c. Business Manager – The Business Manager of Rochester Quiz Bowl shall be the third most senior officer in the organization. A person must have been a member of Rochester Quiz Bowl for at least one semester, and must have attended at least one third of the meetings, unless otherwise given formal permission from the current President to run, before he or she may become Business Manager. The Business Manger shall be in charge of all finances for Rochester Quiz Bowl, including: making all monetary transactions that Rochester Quiz Bowl makes; keeping an accurate record of

- all monetary transactions; preparing the annual budget; keeping members of Rochester Quiz Bowl informed as to the financial situation of the organization, collecting money owed to Rochester Quiz Bowl; overseeing travel fees; along with the other officers, overseeing travel arrangements.
2. **Junior Officers – Junior Officer Positions** should be filled at all times, but may remain vacant if there is no one who is willing to fill the positions.
    - a. **Secretary –** A person must be a full member of Rochester Quiz Bowl to run for Secretary. The Secretary shall be in charge of: taking notes/minutes at meetings when asked to; keeping an accurate record of notes/minutes, executive decisions, and a list of the group members to be presented for inspection upon request of any group member, or member of the Students' Association; advertising for any non-tournament events.
    - b. **Tournament Director –** A person must be a full member of Rochester Quiz Bowl to run for Tournament Director. The Tournament Director shall be in charge of: planning and organizing intercollegiate and intermural tournaments (including Trivia Nights) hosted by Rochester Quiz Bowl, minus contacting heads of other schools, question writers, and organizations directly (indirect contact methods such as forum posts are allowed); advertising for tournaments; drawing up tournament brackets; question-reading; and score-keeping. Other officers may read questions for a tournament if extra readers are required/useful.
  3. **Temporary Officers –** If the need for an additional officer arises, one may be appointed by the President at a meeting. The person being named as a new officer must be present at that meeting and must accept the position for it to become official. The term of office for a temporary officer shall last no longer than the end of the academic year, at which time it will either be eliminated, renewed by the President, or made a permanent position, at which point it must be added to this constitution.

#### **Section B. Duties of Officers**

1. All officers shall be members of the Students' Association.
2. All officers shall promote active recruitment of new members.
3. All officers shall enforce this constitution.
4. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
5. All officers shall be involved in writing questions for trivia tournaments in which Rochester Quiz Bowl is writing the questions, provided they are not participating.
6. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers, and delegate duties to maintain a functioning club that fulfills the purposes set forth above.
7. The Business Manager will be responsible for maintaining all finances and keep detailed records of all transactions.
8. The President shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association. Also, the President shall tally votes at meetings.

#### **Section C. Nominations and Elections**

1. **Nomination and Elections Procedure –** Nominations for offices can be made by any member. Elections will be held in the following order: President; Vice President; Business Manager; Secretary; Tournament Director. The election will be run by the most senior officer present, unless that officer is running in the election. A person

must receive a majority of votes in order to be elected to an office; if no one has a majority, the two nominees with the most votes will be voted upon. The presiding officer may vote to break a tie.

2. Timing of Elections – Elections shall be held at the third-to-last meeting of the year.
3. Term of Office – All officers shall take office at the beginning of the academic year, and shall hold their positions until the end of the academic year.

#### **Section D. Vacancies, Resignations, and Removals**

1. At the valid meeting following a vacancy of an office, the position is to be filled by the same manner described in the Nominations and Elections Procedure.
2. A vote of no confidence is a vote to remove an officer. Such a vote shall require a 2/3 majority of the active members present and at least two officers or one half of the executive board to pass the motion.
3. If a vote of no confidence on any officer is to take place, it must be given an official meeting's notice. Any member of an organization can call for a vote of no confidence.
4. An office shall be declared vacant as the result of a vote of no confidence.

**Article V. Committees**  
Not Applicable

**Article VI. Finances**  
**Section A.** Students' Association members shall receive priority at SA-funded events conducted by this organization.  
**Section B. Funding**  
Rochester Quiz Bowl shall be eligible for SA funding.

**Article VII. Classification**  
**Section A.** Rochester Quiz Bowl shall be classified as an: Intercollegiate Competition.  
A. Intercollegiate Competition – An intercollegiate competition organization shall be any SA-recognized organization that travels to other universities to compete or who host competition at the University of Rochester.

**Article VIII. Adoption of the Constitution**  
**Section A.** Two-thirds of the active membership, or more if the organization decides, must approve the constitution.  
**Section B.** This constitution will be ratified upon approval of the Senate and the signature of the Speaker.  
**Section C.** This constitution shall not conflict with the Students' Association constitution or by-laws.

**Article IX. Amendments**  
**Section A.** Adoption and ratification of amendments to this constitution shall follow the same procedure as adoption of the entire constitution.

**Article X. By-laws**  
**Section A.** At least a 2/3 majority of the active membership must approve the by-laws and any amendments.  
**Section B.** By-laws should not conflict with this constitution or the SA constitution or by-laws.

**Article XI. Hazing Policy**

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by Rochester Quiz Bowl. 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 XII. Discrimination Policy**

The Rochester Quiz Bowl 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.

<u>George M. Jobitz</u>	<u>3/5/2015</u>
Signature of Officer Submitting Constitution	Date
<u>Melvin Quinn</u>	<u>3/18/15</u>
Signature of SA Speaker Granting Recognition	Date