***NIU Gymnastics Club***

***Constitution***

***Last Revised: April 28, 2018***

**Article I. Name**

1. The name of the club shall be “Northern Illinois University (NIU) Gymnastics Club,” herein referred to as the “Organization”

**Article II. Purpose of the Organization**

1. To pursue the sport of gymnastics through skill development in weekly practices and through optional competition with clubs and teams from other colleges and universities
2. To provide a relaxed and social atmosphere in which members of any and all levels of gymnastics experience can improve their skills while enjoying the company of those sharing the same interest

**Article III. Membership**

1. The Organization is open to any and all persons of age 18 or over with the desire to practice gymnastics
2. The Organization shall maintain, at minimum, a 75% ratio of NIU membership to non-NIU membership
   1. NIU membership refers to persons with a status of NIU student, both graduate or undergraduate, staff, alumni, or affiliate
   2. Non-NIU membership refers to persons without an affiliation referred to in Article III, Section 2.1
3. Members must fill out necessary paperwork individually to ensure safety of the Organization and its members
   1. Paperwork required by the University of Recreation and Wellness must be filled out by all members

**Article IV. Membership and Fees**

1. The term “Member” shall refer to any person who has not regularly paid their Organization dues for that semester or who attends practice once a week or less
   1. When determining membership status for required evets, “Members” are persons who have attended less than one-third of practices since joining
2. The term “Regular Member” shall refer to any person who has completed or working on completing their Organization dues for that semester or who attends practice twice a week or more
   1. When determining membership status for required events, “Regular Members” are persons who have attended more than one-third of practice since joining
3. Membership status will be updated semesterly or more often to the discretion of the officers
4. All persons are required to pay Organization dues at a rate of $10 per session up to a maximum of $100 per semester
   1. Dues shall be used for facility rent, insurance costs, equipment costs, meets, and general club upkeep
   2. The amount of referred to in Article IV, Section 4 may be pain in full at any time
   3. Required payments may be deferred at the discretion of the executive board to be paid at a later date
5. Mandatory Organization events will be dictated to general membership at the beginning of each semester or as soon as the date and time is known
   1. Attendance to these events is mandatory and required of all “Regular Members”
      1. Absences at more than 1 of these events shall incur a fine of $50
      2. Absences can be approved without fine at the discretion of the executive board

**Article V. Organization Officers**

1. The Organization shall maintain an executive board of the following positions and duties:
   1. President
      1. Oversee all Organizational responsibilities and delegate responsibilities to see that they are being fulfilled
      2. Maintain primary contact with the National Association of Intercollegiate Gymnastics Clubs (NAIGC)
         1. Maintain the NAIGC competition roster and member registration
      3. Maintain primary contact with the gym owner and the University of Recreation and Wellness
      4. Maintain interactions with other organizations as required
   2. Vice President
      1. Assist the President in their responsibilities in any function required for the purposes of the club
      2. Promote team bonding
         1. Mediate issues between club members that interfere with the club dynamic
   3. Secretary
      1. Complete and submit all required forms and paperwork for Organizational operation
      2. Maintain attendance sheets for general practices and Organizational events
      3. Maintain an up to date calendar of Organization events and appointments
   4. Treasurer
      1. Maintain an up to date record of Organization incomes, expenditures, and general funds
      2. Manage funds, income, and expenditures to ensure proper and continued functioning of the Organization
      3. Maintain contact with gym owner and the University of Recreation and Wellness to ensure payment of expenditures
      4. Compile budget reports and documents
      5. Create and present Organizational petitions for additional funds with the University of Recreation and Wellness
   5. Fundraising Chair
      1. Organize all fundraising events
         1. Be the point person for all organized fundraising events
      2. Meet a fundraising goal of 30% of allocated Student Association funds to the Organization
   6. Social Media Chair
      1. Manage Organization social media accounts
         1. Keep everything professional and appropriate for all audiences (including: children, parents, etc.)
   7. Head Public Relations Officer (Head PR)
      1. Promotional activities
         1. Handle primary Organizational promotion for on campus/off campus events
         2. Handle primary recruitment responsibilities
         3. Create flyers and promotional materials for recruitment purposes
      2. Foster enthusiasm for events among club members and the community
      3. Will ensure that no member gets left behind, or forgotten (“OHANA”)
         1. This can be delegated to PR’s
         2. Make sure no one is ignored at practice
      4. Will be in charge of Public Relations Officers (PR’s)
         1. The position of PR will be primarily offered to new freshmen and transfer students that are considered “Regular Members”
            1. The position will still be open to all “Regular Members”
         2. PR’s will be given their position throughout the year
         3. PR’s will be approved by a majority of the Organization’s officers
         4. PR’s will take on responsibilities as delegated by the Head PR
2. Officer Elections
   1. The executive board shall hold their positions for a period of 1 academic year ranging from the start of the Fall Semester to the end of the Spring Semester, at which point an election must be held
      1. Officers cannot hold the same executive positions for more than 2 consecutive terms
      2. All executive board members must hold their elected position for their elected year
         1. Exceptions include death in the family, transfer of schools, academic probation, hospitalization
         2. In the event that an executive board member can no longer hold their position, their responsibilities will be divided amongst the remaining executive board members as decided by the board
   2. Elections for new officers shall be held during the Spring Semester
      1. Nominees can be selected via nomination, either personal or by another Organization member starting two weeks prior to elections
         1. Nominees must be full-time, NIU undergraduate students for the elected year
         2. Nominees must accept or decline their nomination
      2. On the day of elections, each candidate shall be given one minute to address the Organization membership to present and defend their candidacy
      3. Only “Regular Members” can vote
         1. All “Regular Members” are required to attend nominations and elections
      4. Ballots will be handed to “Regular Members” to be used for anonymous voting at the beginning of elections
         1. Votes will be tallied at the end of the election and will be announced at the end of practice
         2. A candidate can be elected by a majority + 1 vote
            1. The current President is exempt from voting
            2. In the event of a tie, the President shall hold the tie-breaking vote
            3. The current President must write down their vote the same time as all other “Regular Members”
         3. In the event that a candidate runs unopposed, they shall automatically win their candidacy without vote

**Article VI. Practices**

1. The Organization shall host practices on Tuesdays and Thursdays from 8:30pm to 10:30pm and on Sundays from 7:00pm to 9:00pm at a designated venue
   1. Attendance to these practices is not mandatory and absences shall incur no fees
      1. Executive board members are expected to maintain “Regular Member” status
   2. In the event that a change in practice time is necessary, Organization members will be notified through the Organization’s social media accounts
   3. There must be minimum one executive board member (preferably two) present at all practices and Organization events

**Article VII. Competition**

1. Any and all interested “Regular Members” are able to compete
   1. Competitions are not mandatory and are undertaken on a voluntary basis
   2. Must be, at minimum, Women’s Level 6 or Men’s Open Developmental skill level in order to compete at Regional Championships and/or Nationals competitions
2. NAIGC competition rules apply to the Organization
3. Organization funding will be used to cover competition costs only
   1. Exceptions can be made with approval of the majority of general membership
4. In the event that a member can no longer fulfill their commitment to NAIGC Nationals and fees have already been paid for the member in question, the member must pay the club 100% of the fee back
   1. Exceptions will be considered by the executive board

**Article VIII. Affiliation**

1. Northern Illinois University if affiliated with the National Association of Intercollegiate Gymnastics Clubs (NAIGC). When in conflict, Northern Illinois University policies will supersede the policies of the NAIGC

**Article IX. Amendments**

1. All constitutional amendments must be written and proposed to the general assembly at least 1 week prior to vote and approved via quorum (66% of general membership)
   1. Amendments must also be approved by a 50% + 1 vote of the executive board
2. The amended constitution must be submitted to the appropriate organizations and personnel within 1 week of general approval