California State University Northridge, Football Club (CSUN FC)

Preamble

Statement of Purpose
The purpose of California State University Northridge, Football Club (CSUN FC) is to provide students with an opportunity to further develop soccer playing skills, become better teammates, and individual growth through sportsmanship, teamwork, and passion for soccer. It is our goal to create and maintain a program that promotes dedication, work ethic, recreation, and active lifestyles, which will not only affect who we are on the field but off the field as well. We seek to become better players and better people through participation in a competitive team sport.

Article I Official Name

Organization Name
The official name of the organization shall be the California State University Northridge, Football Club (CSUN FC), formerly known as “Club Soccer Team”, California State University, Northridge (CSUN). Affiliated with the National Intramural-Recreational Sports Association (NIRSA).

Statement of Non Agency
University Recognized Sport Clubs affiliation and abilities do not permit serving as an official agent of California State University, Northridge (CSUN).

Article II Membership

Section 1: Student Access
Any person currently enrolled as a student at CSUN and fulfilling the membership requirements of the organization may be a member.

Section 2: Non-Discrimination Statement
In accordance with State Law and the regulations of the California State University, no organization shall discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation or disability.

Section 3: Membership Requirements
Active Membership: A current member whose account is paid in full and all required paperwork is up to date and on file with the governing body as requested. Active memberships are required to attend tournaments/competitions and to
participate in practices and events. Active Memberships may also participate in elections.

Inactive Membership: A member who has one or more of the following conditions: an account is not paid in full, required paperwork has not been completed and or handed in to proper governing authority, has not attended more than three meetings in one term. Inactive members are not eligible for games/tournaments or practices.

Active non-participant: Members who have not met the mentioned requirements. They are unable to participate in team functions including travel, games, and practices.

Honorary Membership: Member whom either has a physical or mental handicap, injury, or medical impairment that makes the individual incapable of participating in practices and games/tournaments. Honorary Members may participate in elections.

Alumni Membership: Alumni members may attend practices and events held by team but may not participate in any games/tournaments. Alumni members are subject to Active/Non-Active status as stated above.

All membership is restricted to currently enrolled CSUN students that are fully matriculated. Failure to maintain a minimum overall 2.0 grade point average each term (term is defined as Fall and Spring semester) will automatically result in active non-participant membership status.

Section 4: Privileges of Membership
Participating, nominating, being a candidate for office, voting, and holding officer privileges shall be restricted to Active members that are current CSUN students.

Article III Officers and Advisors

Section 1: Official Positions
Sport Clubs MUST have a president, vice president, treasurer, secretary, risk manager, safety officer and sport club council representative.

President: Oversees and ensures officer and committee responsibilities. Act as liaison between other governments, organizations, associations, clubs, etc. in regards to organization. Delegate responsibilities. Enforce and ensure constitutional compliance. Create new officer positions as necessary

Vice President: Reside in President’s absence in any meeting, practice, event, or other organization participation. Oversees and manages all members who fall under the status of inactive as well as any forms misconduct or complaints,
referring to the President as needed. Assist in overseeing all responsibilities. Responsible for issuance and collection of all forms and documents.

Secretary: Records attendance at all meetings. Record meeting minutes and provide all members with copies. Manage team roster and contact list. Manage team statistics. Relay information to members via flier, email, or other media source.

Treasurer: Manage Finances and accounts of organization. Collect any dues, and oversee all organization inventories. Attend all financial meetings that pertain to sport clubs. Attend fundraisers/events

Sports Club Representative: Represents CSUN FC by sitting on the sports club council board.

Risk Manager: Ensures that the clubs participants are in compliance with the university standards including but not limited to traveling, player eligibility and practices

Safety Officer: Must be CPR and First Aid certified

**Section 2: Officer Qualifications**

Pursuant to CSU Executive Order 1006 the president, vice president and treasurer are required to meet the following minimum requirements:

**Minimum Academic Qualifications**—The president, vice president and treasurer must be matriculated and enrolled at California State University, Northridge with a minimum overall 2.0 grade point average each term (term is defined as Fall and Spring semester). The student must be in good standing and must not be on probation of any kind.

**Incumbent Unit Load**—Undergraduate students in the role of president, vice president and treasurer are required to earn six (6) semester units per term while holding office. Graduate and credential students in the role of president and treasurer must earn three (3) semester units per term while holding office.

**Incumbent Maximum Allowable Units**—Undergraduate students in the role of president, vice president and treasurer are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree, whichever is greater. Graduate and credential students in the role of president and treasurer are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate or credential objective, whichever is greater. Students holding more than this number of units, including students pursuing a double major, will no longer be eligible.
Section 3: Terms
The president, vice president, secretary, treasurer, and any other officers shall be elected for terms of one academic year. There is a two (2) year term limit.

Section 4: Advisor
Pursuant to The California State University Sport Clubs Model, a Sport Club Coordinator will be provided by the AS Rec at the beginning of each new academic year, to serve as the University Advisor.

The University Advisor will be required to sign all campus documents

Article IV Elections

Section 1: Time of Elections
Elections will be held within the last 30 days of the spring semester. The new elected officers will start their positions the first day of the following academic year.

Section 2: Election Procedures
Only third party nominations will be accepted. Nominations must be submitted in writing at least two weeks before date of vote and state reason(s) for nomination. Ballots shall be cast in secret. Majority rules, 50% + 1 active member. In the event of a tie or lack of majority, a run-off election will be held as follows:

In the fashion of a tied game, candidates will take one kick each from the penalty mark, at a selected goalie of the other candidate(s) choosing. Kicks will be taken by turn by each candidate and will continue until someone wins by one goal. If any candidate is injured, becomes injured during, or is physically incapable of performing the penalty mark kicks, they may personally choose another member to kick in their stead. If no members are capable of performing said procedure, the candidate with the highest cumulative GPA as designated by CSUN will be selected for the office.

Section 3: Special Elections
Should a vacancy in any office occur it shall be filled by appointment of remaining officers. A vacancy constitutes an opening of any officer positions outside of normal election terms (step down, retire, moved, etc…). If ever a vacancy in the presidential seat occurs, the vice president shall retain all executive powers until such a time as a special vote can be cast and a new president chosen.
Section 4: Recall Election
A petition of (choose ⅓ or ⅔) of the total number of members shall be cause for a recall election. The offense must be in writing and submitted by a member. A recall election shall be held at the next regular business meeting after presentation of the recall petition. Recall will require a favorable vote of (choose ⅓ or ⅔) of the total voting membership.

Article V Meetings

Section 1: Logistics
The day and time of the regular meetings will be determined by the majority of the membership at the first regular meeting of the term.

Section 2: Frequency
Executive Board meetings will be held on a weekly basis. Regular meetings will also be held weekly.

Section 3: Special Meetings
The President and Vice President retain the right to call special meetings. Members will be notified of the special meeting via phone, email, or in person at least must be at least 48 hours in advance. The president is responsible for informing the club.

Section 4: Quorum
Quorum for regular and special meetings will be 30% of the active membership.

Section 5: Rules of Procedure
The rules of procedure for this organization will be Robert’s Rules of Order.

Article VI Finances

Section 1: Account
This organization, pursuant to its charter obligation, shall maintain an agency account with the Associated Students, Inc. for the official conducting of university business.

Section 2: Usage
All monies of this organization that are deposited in and disbursed from this account must follow the procedures outlined by the Associated Students, Inc.

Section 3: Dispersal of Funds
Should this organization become inactive, including the failure to apply for university recognition annually, the agency account will be handled in accordance with the procedures of the Associated Students, Inc.

Section 4: Fiscal Year
The fiscal year of this organization is July 1st – June 30th (This is the fiscal year for the State of California and the Associated Students, Inc.).

Section 5: Dues
Dues will be established by consensus of the general body at the first meeting of the academic year.

Article VII  Committees

Section 1: Standing Committees
Marketing Committee: Responsible for marketing, advertisement, recruitment, and visibility of club/team.

Tournament Committee: Responsible for researching and making necessary arrangements for club/team involvement in any away tournaments, as well as overseeing any home tournaments hosted.

Advisory Committee: Responsible for suggestions, ideals, events and issues not specifically outlined by this constitution.

Section 2: Selection of Standing Committees
Standing committee shall be appointed by the president and assigned duties as necessary.

Article VIII  Amendments

Section 1: Submission of Amendments
Proposed constitutional amendments will be presented to the organization in writing two weeks before it may be voted on.

Section 2: Approval of Amendments
Approval by ⅔ of the voting members present at a regular meeting shall pass a proposed change. The change shall be put into effect immediately unless otherwise stipulated in the amendment.

Section 3: Notification of Amendment
Pursuant to Executive Order 1006, any substantive change or amendment must be submitted to the Matador Involvement Center within 90 days.

Article IX  Ratification

Section 1: Procedure for Ratification
Upon ratification by a (choose ⅔ or ¾) vote of the membership, and approval from the Matador Involvement Center and the Associated Students, Inc., this constitution shall become the official governing document of the organization.