

Northern Arizona University Women's Lacrosse Constitution

I. Purpose

The purpose of the Northern Arizona University Women's Lacrosse club offers students at Northern Arizona University an opportunity to actively learn, participate in, enjoy, and promote the growth and development of the sport. Members of the club represent Northern Arizona University in competition within the Western Women's Lacrosse League (WWLL).

II. Membership

1. Members of the NAU student body are eligible to join NAU Women's Lacrosse and must have a minimum 2.0 G.P.A. They must do so under the expectations of learning the game, working hard to improve skills, and promoting the game within the student body.
2. All club members must act in accordance and comply with the institutional policies and policies within the club Constitution and Bylaws.
3. Members are expected to put full effort into attending practices and scheduled events. The club will thrive off of dedicated members, no matter the skill level.
4. The coaches, officers, and captains (in agreement) reserve the right to dismiss members from the team for poor attendance at practices, games, Club functions, or other reasons deemed worthy of dismissal by the team and/or officers. Ultimate authority for such dismissal rests upon the concurrence of the officers. A notice or warning must be made to the member in consideration for dismissal prior to dismissal. If the particular member continues to display dismissal worthy behavior after two weeks of notice, the member will be removed from the club.

III. Officers or Executive

1. The officers will be committed to their office, individually and as a unified team to direct all activities. They must be fair, open-minded, considerate, and helpful in maintaining a working relationship between leadership and club members alike and be knowledgeable about the NAU Women's Lacrosse program. If an officer is not maintaining their office they may be asked by the President or other elected officers to resign with a formal letter to the Executive Officers.
2. The officers shall consist of the following:
 - President of Club and League
 - Co- Captain of Club
 - Secretary
 - Vice President of Finance
 - Vice President of Fundraising
 - Vice President of Recruitment and Membership
 - Team Bonding Coordinator

3. Individual Duties

A.) President of Club and League – Will be the liaison between the Western Women’s Lacrosse League and the NAU Women’s Lacrosse team. Must attend the annual WWLL meeting, and bring back information that is going on in the League. Understand and know all rules and regulations of the WWLL. In charge of making game schedule (includes calling other team representatives and finding out available dates for teams to play each other, sending emails to team representatives for details about game times, places etc.) Contacting WWLL commissioner for necessary information, and constantly updating the WWLL website of team roster, team information etc. Will have access to NAU Women’s Lacrosse Club Team emails, and Facebook page. Will have access to NAU Women’s Lacrosse Bank Account. Will stay in constant communication with team, Faculty advisor, WWLL, and Co-President of Club.

B.) Co – Captain of Club – Shall perform overall leadership of the organization coordinating club functions and ensuring the organization adheres to the goals and mission of the club. In charge of all club aspects relating to Northern Arizona University. Will be responsible for talking with the referees before the game and doing the game toss. Will be an active leader on the field, motivating, pushing, and cheering on the other members of the team. The co-captain will also be responsible for attendance of members at practices, if a team member has a legitimate reason they cannot attend practice, they should notify the team co-captain immediately.

C.) Secretary–Shall attend ALL Club Sports Council meetings, taking notes during all club sports meetings, collecting paperwork, and making sure paperwork gets in on time. In charge of informing Club Sports Council of updates that need to be put on our NAU webpage, will have access to NAU Women’s Lacrosse Club Team emails, and Facebook Page. Will stay in constant communication with team, Faculty Advisor, NAU Club Sports Council, and President of Club and League. If unable to attend monthly meeting, Co- President of Club and League must be present. Both delegates will relay information back to other members. Secretary is in charge of the Women’s Lacrosse Binder, which contains US Lacrosse Membership verifications, records, roster, team schedule and paperwork. Binder will come to all practices and scheduled games. Shall take minutes from all meetings, help in creating the agendas, and maintain correspondence such as write thank you letters to person(s) from donations, tax credits, etc. Will stay in constant communication with Elected Officers.

D.) Vice President of Finance - Handles clubs financial account and oversee membership dues in collaboration with the women lacrosse organizations (WWLL and WDIA) and the University. Will be in charge of writing checks, and

managing bank account. Will have access to NAU Women's Lacrosse Bank Account. Will stay in constant communication with Elected Officers.

E.) Vice President of Fundraising – Shall commit to helping teammates offset costs of the playing season. Will come up with ideas, and put together projects that help raise money for club dues, travel, team functions etc. Will assign committee members to certain projects. Will stay in constant communication with Elected Officers.

F.) Vice President of Recruitment and Membership – Shall be in charge of recruiting players by signing up for NAU events that promote the club. (i.e. club sports expo, etc.) Will also put up flyers of our games, practices, and meeting times around campus.

G.) Team Bonding Coordinator – Put's together fun nights where the team can hangout. In charge of team bonding activities, and encourages members to create fun nights or events for the team to do together. Also puts together buddy bags, secret Santa, or one-on-one talks, so that each member of the team can feel like they are one with the team. Once elected position will start immediately. Will stay in constant communication with Team and Elected Officers.

IV. Faculty Advisor

1. The roll of faculty advisor is to adhere to university rules and guidelines in the approval of the proposed activities of NAU Women's Lacrosse club.
2. The club will choose an advisor that is an employee of NAU and shares common goals, expectations, has previous working experience working with clubs and is a good communicator with the club and its officers.

V. Amendments

1. Amendments to this constitution shall require a majority vote of the executive team.
2. If a position of an officer goes vacant after an election has occurred, the office would remain vacant until an in-term election is organized. In-term elections must provide a deadline for applications a minimum of one week prior to application deadline and also allow one week after the application deadline for candidates to campaign prior to the election meeting.

VI. Ratification

Ratification requires the amendment process and is then automatic.

Ratification constitutes any changes or additions or subtractions to this constitution, which shall become effective upon the approval of the Elected Officers, Office of Student Life and the Associated Students of Northern Arizona University.

By-Laws Outline

Section 1. Membership

Northern Arizona University Women's Lacrosse Club admits students without regard to their race, religion, color, sex, age, sexual orientation or national or ethnic origin to all the rights, privileges, programs and other activities, generally accorded or made available to members of the organization

Section 2: Fees

Fees are due prior to involvement. Due one week prior to the deadline assigned by the Western Women's Lacrosse League

Section 3: Elections

Elections will take place in the beginning of the Fall semester, prior to the annual WWLL League meeting. Candidates must have a short speech prepared about why they would like the position they are running for.

Section 4: Meetings

1. Meetings will be held when needed.
2. Meetings are open to all enrolled students and faculty at Northern Arizona University.
3. Meetings will be run by the Co-Presidents. If and when Co-Presidents are unable to run the meeting, the Secretary, or Vice President of Finance will be in charge.
4. All meeting minutes shall be taken and provided by the Secretary, and placed in the Women's Lacrosse Binder.
5. Elected officers are expected to attend all Executive Board meetings of the general membership during their elected year. In the case of absence, an elected officer must notify the Co-President of Club and provide all important updates that need to be communicated to the membership for that said meeting.