

# Constitution

## Gold Coast Conference of Intercollegiate Rugby, Inc.

We, the members of Gold Coast Conference of Intercollegiate Rugby, Inc. to fully realize our purpose, do hereby adopt and establish this constitution as the guiding instrument of our organization.

### **1. NAME.**

This organization shall be called **Gold Coast Conference of Intercollegiate Rugby, Inc.** and the acronym to be used is **GCCIR.**

### **2. AFFILIATION.**

The Conference and its members will observe and be immediately governed through its affiliation with USA Rugby, the National Governing body, that maintains the laws of the Game as written by World Rugby formally known as the International Rugby Board (IRB).

The Conference will have concurrent jurisdiction over its members in all matters pertaining to the administration of rugby activities to include but not to be restricted to competitions, discipline, player and team eligibility, and related matters.

### **3. MISSION.**

The mission of the Conference shall be to encourage the introduction, teaching, promotion, and understanding of the sport of College Rugby throughout the Gold Coast Conference of Intercollegiate Rugby, Inc. and undertake other activities incidental or conducive to the furtherance of these objectives.

GCCIR is committed to the formation of divisions that are competitively balanced putting priority on the needs of the members as a whole, not just one member (Rugby first). Divisions will be formed with an automatic promotion and relegation for top and bottom teams. Teams not wanting to be promoted or relegated shall have the right to appeal to the Board of Directors for a vote regarding their division placement. If the commissioner believes this will negatively affect GCCIR, the commissioner shall have the right to bring an email vote to the voting members.

GCCIR is committed to encouraging the highest ethical standards in complying with eligibility rules, competition protocol, and institutional representation. All teams involved in the conference should conduct themselves with integrity, transparency, accountability, and in a fair and equitable manner.

### **4. MEMBERSHIP.**

The membership of GCCIR shall be limited to rugby clubs in good standing with their college or universities. (Colleges, University, Consortium Colleges and Community Colleges hereinafter referred to as schools). Members shall pay membership fees as determined the Board of Directors.

**Club membership shall consist of the following classes:**

- i Full Membership** - A full member school shall have full voting rights and one vote each for the following:
  - a. Head Coach vote (Must have USA Rugby Coaching Certification Level 200).
  - b. Club Representative (Must have formal recognition from the school in writing).
  - c. Proxies are allowed from within each school. No proxies from one school to another.
  
- ii Probationary Membership** – If a full member fails to complete any of its commitments to the conference then that member will be put on immediate probation membership until it has completed one full season of completing all its commitments. Probation Membership shall have no voting rights, though the school will maintain access to certain other services as approved by GCCIR.
- iii At large Membership** – An at large

Member is a:

- a. School that is in its first year with GCCIR, and shall have no voting rights, though it will maintain access to certain other services as approved by GCCIR.
- b. Team that is comprised of college age players as defined by USA rugby, and the team is not affiliated with a school, and shall have no voting rights, though will maintain access to certain other services as approved by policy of GCCIR.

## **5. BOARD OF DIRECTORS.**

The affairs of the Conference shall be conducted by a Board of Directors. The Board of Directors is open to all persons from teams and interested parties. Each member of the Board of Directors must be registered as an administrator with USA Rugby. The preferred mode of communication shall be electronic mail and/or telephone. Terms shall begin immediately following the appointment process.

**The members of the Board of Directors shall consist of the following:**

- i** Commissioner. **ii** Secretary. **iii** Treasurer. **iv** Division Representatives: Each competitive division shall have two representatives: one head coach and one club representative. If there are no volunteers for a specific division, the commissioner may appoint a division representative.

## **6. TENURE.**

**Appointments:**

- i** Club delegates shall be appointed by their respective clubs, one head coach, one president. With the conference commissioner, secretary and treasurer to be elected by the club delegates.
- ii** The conference commissioner, secretary and treasurer shall be appointed at the Annual General Meeting (hereafter referred to as AGM) by a simple majority of the club delegates present at the meeting. **iii** The Division Reps shall be appointed by their respective clubs in their division. This is to be completed by the commissioner via email or electronic vote, during the majority of schools summers semester.

**Terms:** **i** Commissioner: First term will be for three years. Thereafter two years for all Commissioners. **ii** Treasurer: Two Years. **iii** Secretary: Two Years. **iv** Divisional Representatives: One-year term for each representative.

**Removal and Vacancies:**

- i** The removal of a sitting commissioner shall require a 2/3 vote in favor of removal in attendance at the AGM or special meeting; provided, however, that a special meeting quorum is present.
- ii** The removal of a Secretary and/or Treasurer shall require a 2/3 of the full membership and may be done by an email vote initiated by the commissioner.
- iii** The removal of a Division Representative shall require a 2/3 vote of that division's full membership and may be done by an email vote initiated by the commissioner.
- iv** A member of the Board of Directors may resign at any time with or without cause. If a vacancy occurs on the Board, the Commissioner shall have the power to appoint an interim member of the Board until the vacancy can be filled by a vote at the next AGM. The term shall be from the term of the original vote.

## **7. OFFICERS AND ADMINISTRATORS**

Board of Directors have the authority to hire and terminate employees or independent contractors of the GCCIR.

## **8. MEETINGS**

Most conference decisions may be reached through telephone conferencing or email exchange. Major decisions and discussions, as defined by the Board, will require attendance at the AGM or Special meeting of the members. Any Board Member and/or Full Member shall have the ability to convene a Special Meeting and vote on the motions before the membership.

### **Annual General Meeting (AGM).**

The conference shall hold an Annual General Meeting each year with the date to be in the month of June or July unless date is altered by the By-Laws. This AGM's agenda shall include:

- i Election of officers.
- ii Reports from members of the Board of Directors
- iii Consideration changes to the Constitution if brought before the Board and membership.
- iv Other relevant business, including strategic planning and the setting of conference dues

### **AGM Quorum.**

It is imperative that all eligible voting members attend meetings. Therefore, a quorum shall only be established when the Commissioner and a minimum of 40% of all eligible teams to vote are present. All meetings are open to all members of the conference and interested persons.

### **AGM Notices.**

The Sectary shall give at least fourteen (14) days' notice of the time, place, and (7) days for Agenda shall be given to all voting members.

### **AGM Voting.**

All motions and decisions shall be decided by a majority vote of the full members present at the meeting unless otherwise specified herein. In the event of a tie vote, the Conference Commissioner shall break the tie by voting on the matter before the membership. .

### **Special Meetings (SM)**

- i Can be called by 2/3 of the Board of Directors.
- ii Can be called by 2/3 of the Voting Members.
- iii The purpose of a Special Meetings can be for any legitimate conference business other than making changes to the constitution. Changes to the constitution can only be approved at the AGM.

### **SM Quorum.**

2/3 of the Full Membership must be present for a vote.

### **SM Notices.**

The full member or board member calling the meeting must notify the secretary with a list of the 2/3 of full members or board members wishing to call an SM along with the place, date and time of the meeting. A board member shall give at least fourteen (14) days' notice of the time, place, and (7) days for the agenda to be distributed to all voting members.

### **SM Voting.**

At a SM all decisions shall be resolved by minimum of 2/3 of eligible voters in attendance at the meeting. The Conference Commissioner shall only cast a vote in the event of a tie decision on any vote.

### **Voting Rules.**

At all meetings, GCCIR will use Robert's Rules of Order, newly revised, unless otherwise allowed by the By-Laws.

### **Changes to the Constitution.**

- i Any change to the constitution shall be resolved at the Annual General Meetings **only**.
- ii Quorum at the Annual General Meeting must have 2/3 of eligible voting members present.
- iii For the motion to pass it must have 2/3 of the Quorum.
- iv A proposal to change the Constitution must be submitted in writing to the conference secretary who shall circulate the proposal to all members and allow fourteen (14) days for submission of any amendments before the Annual General Meeting.
- v All amendments to the Constitution become effective immediately unless otherwise noted.

## **9. DISSOLUTION.**

The Conference is a non-profit organization. All profits and surpluses will be used to maintain or improve or develop the Conference or to carry out the objects of the Association to which it is affiliated. No profit or surplus will be distributed other than to another non-profit body on a commencement or dissolution of its Conference.

Upon the dissolution of the Conference and after the satisfaction of all its debts and liabilities, any remaining property, shall be transferred to some other organization or organizations having objects similar to the objects of the Conference, such organization or organizations shall be determined by the Board of Directors by resolution prior to dissolution.

**10. FOUNDING MEMBERS.**

Timestamp	Do you agree to use this constitution	School Name
2/12/2016 17:14	Yes	Claremont (CL)
2/13/2016 8:21	Yes	Long Beach State University (LBSU)
2/13/2016 8:34	Yes	Pepperdine (PEP)
2/13/2016 10:37	Yes	Occidental (Oxy)
2/15/2016 9:42	Yes	POINT LOMA (PL)
2/15/2016 11:46	Yes	Cal State University Northridge (CSUN)
2/15/2016 11:48	Yes	Santa Barbra City College (SBCC)
2/15/2016 11:59	Yes	LOYOLA RUGBY (LMU)
2/15/2016 13:01	Yes	UC Irvine (UCI)
2/15/2016 13:15	Yes	CAL LUTHERAN (CL)
2/15/2016 14:24	Yes	UC Riverside (UCR)
2/15/2016 14:56	Yes	Cal State University Fullerton (CSUF)
2/15/2016 22:12	Yes	Azusa Pacific (APU)
2/16/2016 13:06	Yes	UC San Diego (UCSD)
2/16/2016 20:53	Yes	University Southern California (USC)
2/17/2016 10:21	Yes	UC Irvine (UCI)
2/17/2016 11:16	Yes	University San Diego (USD)