

# **ALBANY LAW SCHOOL WOMEN'S RUGBY FOOTBALL CLUB CHARTER & BY-LAWS 2011-2012**

## *Charter for Albany Law School Women's Rugby Football Club 2011-2012*

Albany Law Women's Rugby Football Club ("ALS RFC") is a group whose membership, meetings, activities and services are open to students at Albany Law School. ALS RFC does not discriminate on the basis of sex, race, creed, religion, national or ethnic origin, age, marital status, or sexual preference. ALS RFC notes that there is an equal opportunity for male players to fully join and participate on the Albany Law School Men's Rugby Football Club.

ALS RFC is an athletic club organized for the purpose of giving the students of Albany Law School the ability to participate in all phases of competitive collegiate and club rugby. ALS RFC will generally meet twice a week to practice, participate in organized game throughout the school year, and meet once a month for club business or as the President deems necessary. The fall season will consist of five to ten organized matches against other rugby club teams and will last from August 2011 until November 2011. The spring season will consist of multiple organized games beginning in January 2012 and will culminate with the 27<sup>th</sup> Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School (date TBA) in April 2012.

ALS RFC hereby promises and affirms to regularly advertise its meetings and activities.

ALS RFC hereby promises to timely turn in its budget. Should ALS RFC not timely turn in its budget, ALS RFC hereby affirms that it understands that this may adversely affect the amount of funding it receives.

## **Officers for Albany Law Men's Rugby**

President of ALS RFC: Renée L. Behrens

### Contact Information

- a. Phone #: 518.852.8108
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Backs' Captain of ALS RRC: Jessica Morgan

Forwards' Captain of ALS RFC: Rebecca Nashett

Field Captain of ALS RFC: Kimberly Thomas

Watkins Tournament Co-Chairman (Co-Treasurer): Alexa Ashworth

Watkins Tournament Co-Chairman (Co-Treasurer): t/b/a

Match Director of ALS RFC (Match Secretary): Caitlyn Breuer

ALS RFC Communications Director (Team Secretary): Alexa Ashworth

## **ALBANY LAW SCHOOL WOMEN'S RUGBY FOOTBALL CLUB BY-LAWS 2011-2012**

### **ARTICLE ONE: DEFINITIONS**

- 1.1 "ALS" means Albany Law School
- 1.2 "ALS RFC" means Albany Law Women's Rugby Football Club
- 1.3 "By-Laws" means the Albany Law Women's Rugby Football Club By-Laws 2011-2012
- 1.4 "Club" means Albany Law Women's Rugby Football Club
- 1.5 "Executive Board" means the Executive Board of the Albany Law Women's Rugby Football Club, consisting of the (1) one President, the (1) one Backs' Captain, the (1) one Forwards' Captain, the (1) one Field Captain, (1) two Co-Watkins Tournament Co-Chairmen, and (1) one Communications Director.
- 1.6 "Non-voting Member" means any member of the Albany Law Women's Rugby Football Club who is allowed to participate in games and tournaments under Section 2.1(f), but who is not a current student at Albany Law School
- 1.7 "Participate" means to actually play in an official game. Playing in scrimmages or spectating a game does not constitute participation.
- 1.8 "SBA" means the Student Bar Association of Albany Law School
- 1.9 "Voting Member" means any current student member of the Albany Law Women's Rugby Football Club who has paid the SBA Student Activity Fee.

## 1.10 Internal Cross-References

Internal cross-references shall be read as follows:  
Article.Section(Subsection)(Part)(Subpart).

## **ARTICLE TWO: CHARTER, MEMBERSHIP, AND EXECUTIVE BOARD**

### 2.0 Charter

ALS RFC is a validly chartered SBA group.

### 2.1 Membership

- (a) A student at Albany Law School becomes an active member of ALS RFC by attending meetings, practices and games. A student remains an active member of ALS RFC by attending meetings, practices, and games.
- (b) Membership in ALS RFC earns the right to attend all ALS RFC functions, excluding those reserved exclusively for the ALS RFC Executive Board.
- (c) Anyone, including non-members and non-students, may attend ALS RFC games, tournaments, and fundraisers.
- (d) All students, including student non-members, and non-student members may attend practices and general meetings.
- (e) Members of ALS RFC may only participate in games and tournaments, as opposed to “attending” games and tournaments, if he/she has paid the relevant registration or entry fee.
- (f) Membership by a student at ALS, restricted to students who have paid the previous year’s SBA Student Activity Fee, results in “voting member” status. Voting members may participate in any vote authorized by Article 3.
- (g) ALS alumni, faculty, staff, and family members of ALS RFC students, alumni, faculty, and staff may become non-voting members only. Participation in ALS RFC by non-voting members is limited by Article Eleven. Among these restrictions are the lack of the rights to vote and to benefit from any and all subsidies provided by the SBA.

## 2.2 Club Meetings

ALS RFC will generally hold meetings once every month or as often as the President deems necessary.

## 2.3 Executive Board Meetings

The President may hold Executive Board meetings as often as he deems necessary, and may restrict attendance as he deems reasonable.

## 2.4 Executive Board

- (a) The ALS RFC shall be run by an **Executive Board, subject to these By-Laws.**
- (b) **The Executive Board shall consist of seven positions whose elections are governed by Section 3.3 and whose powers are defined by Articles 4-8.**
- (c) **A person must be a current student at ALS in order to become or remain a Member of the Executive Board.**
- (d) **In order to become a Member of the Executive Board, a candidate must receive a simple majority of votes from voting members, as defined by Article 3.**
- (e) **This new Executive Board is considered valid unless an active student member of ALS RFC protests the election as authorized by the SBA or by Subsection 3.5.**
- (f) The seven positions are as follows:
  - (i) President (Article 4);
  - (ii) Backs' Captain (Article 5);
  - (iii) Forwards' Captain (Article 6);
  - (iv) Two (2) Co-Chairmen of the Watkins Tournament (Treasurers) (Article 7);
  - (v) Communications Director (Article 8); and
  - (vi) Match Coordinator (Article 9).

## 2.5 Impeachment

- (a) An Executive Board Member may be impeached through the processes defined in Subsection 3.4.
- (b) An Executive Board Member may only be removed as allowed by Subsection 3.4, and may only be impeached for:

- (i) repeated violations of these By-Laws;
- (ii) repeated failure to perform his/her duties under these By-Laws;
- (iii) violation of ALS and SBA rules, regulations, and policies pertaining to the funding of student organizations; or
- (iv) any infraction or crime that results in academic punishment by the Administration of ALS.

## 2.6 Purpose

The purpose of the ALS RFC is to practice and compete against collegiate and other rugby football club, compete in the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School, and other tournaments and to serve as a recreational activity for students at ALS.

## 2.7 Mission Statement

The ALS RFC shall have five pillars that encompass the core values and objectives of the Club. They shall emphasize the commitments that each person makes when he joins the Club. They are:

- (a) Character—one of the best ways to become women of character is to become a lady. ALS RFC is committed to upholding the ideals of professional conduct, whether it is in our interactions during competition, on campus with fellow student or faculty members, or with the members of our own team.
- (b) Leadership— playing our best in every circumstance. We go out each game to play our best, individually and as a team, and to be victorious;
- (c) Attitude—each player shall remain a respected representative of the ALS RFC as well as ALS. The attitude of each player reflects upon the School and each player will strive to best represent the school reflective in her attitude on and off the field.
- (d) Scholarship—each player shall respect the academics of ALS. Academics will always be the first priority of each player and will strive to achieve academic excellence as members of ALS RFC.

- (e) Sportsmanship – compete with respect of the game, teammates, competitors, and officials. Rugby is a sport that only a privileged few take part in, and each player shall do her part to maintain herself as a dignified competitor on and off the field.

### **ARTICLE THREE: AUTHORITY AND ELECTIONS**

#### **3.0 Authority of the By-Laws**

- (a) These By-Laws shall:
  - (i) be the governing instrument of the ALS RFC;
  - (ii) serve as the Club Rules, governing those who participate in the Club's activities; and
  - (iii) be the base around which all individual teams' rules must be structured. The individual team captains and any future assistant captains may create their own team rules, but may not take any action limited by these By-Laws.
- (b) The purpose of these By-Laws shall be to:
  - (i) facilitate the smooth functioning of the ALS RFC;
  - (ii) vest decision-making authority in specific individuals; and
  - (iii) ensure that all members, regardless of their status, know their rights.
- (c) In order to achieve the purposes described in Subsection (b), these By-Laws shall be read in the manner that most benefits the Club. All ambiguities shall be resolved in the manner that most benefits the Club. Any clause which, under specific, actually present circumstances, would harm the Club shall be read in a manner so as to prevent such harm.

#### **3.1 Limitation of Authority**

These By-Laws shall be the supreme authority of the Club, subject only to:

- (a) any and all relevant ALS rules, regulations, and policies;
- (b) any and all relevant SBA rules, regulations, and policies;
- (c) the Student Organization Handbook;
- (d) the SBA Student Organization Budget Funding Guidelines;
- (e) the SBA Constitution; and

(f) the SBA By-Laws.

### 3.2 Amendment

- (a) These By-Laws may be amended or completely replaced by a simple majority of the voting members of the ALS RFC.
- (b) Voting members must be given reasonable notice before the date or dates of such vote, and must be given a reasonable opportunity to cast such vote.
- (c) The President shall announce the results of the vote within five school days of the end of the allotted voting period. Re-counts are permitted under Section 3.5.

### 3.3 Elections

- (a) Voting for the Executive Board shall take place in late spring of each year after the commencement of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School.
- (b) Members of the Executive Board are elected by a simple majority of votes cast by the voting members of the ALS RFC.
- (c) Members of the Executive Board may be removed as prescribed in Section 3.4. Where an Executive Board Member is removed or resigns from office, the position shall be filled by a Special Election to be conducted in the same manner as prescribed by this Section, subject to Subsection 3.4(g).
- (d) Each voting member may hold only one spot on the Executive Board at any one time.
- (e) The President shall announce the results of the vote within five school days of the end of the allotted voting period. Re-counts are permitted as allowed in Section 3.5.
- (f) Newly-elected Members of the Executive Board begin their term upon the announcement of the results of the vote by the President. The term of each position lasts from the date of this announcement to the day following the end of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School during the spring semester. From the date of the announcement to the end of the outgoing Executive Board

Members' terms there shall be two Executive Boards which will operate simultaneously, with the powers of each Executive Board limited and defined by Section 3.6, and by Articles 4, 5, 6, 7, and 8.

- (g) Any voting member of the Club may run for any position or multiple positions on the Executive Board so long as he will remain a voting member for the duration of her term, subject to Section 3.3(f). A candidate who receives a winning number of votes for multiple positions shall be allowed to select one of the positions, and a run-off shall be held amongst the remaining candidates for the other position. If only one other candidate ran for that position, there need not be a runoff. A voting member submits her candidacy for a position on the Executive Board by notifying the President.
- (h) A simple majority over votes casted is needed to approve any proposed amendment or replacement of these By-Laws, and to elect candidates to positions on the Executive Board. To be elected to the Executive Board a candidate must receive more than half of all votes casted. In the case of no candidate receiving more than half of all votes casted, there shall be a runoff between the two candidates receiving the most votes within two school days of the result of the first vote.

#### 3.4 Removal, Impeachment, and Resignation of Executive Board Members

- (a) Members of the Executive Board may only be removed:
  - (i) as prescribed in this Section; or
  - (ii) as ordered by the Administration of ALS; or
  - (iii) as ordered by the SBA under all relevant SBA governing documents, where such authority to remove such Member is recognized by the Administration of ALS.
- (b) Members of the Executive Board may only be impeached for:
  - (i) repeated violations of these By-Laws;
  - (ii) repeated failure to perform her duties under these By-Laws;



- (iii) violation of ALS and SBA rules, regulations, and policies pertaining to the funding of student organizations; or
  - (iv) any infraction or crime that results in academic punishment by the Administration of ALS.
- (c) The purpose of such impeachment should be to protect the Club, voting members of the Club, ALS, the SBA, and all other players within the Club from abuse by such Member of the Executive Board.
- (d) Members of the Executive Board may be removed in the following manner:
  - (i) A voting member shall collect the signatures of 2/3 of voting members on a sheet or sheets of paper with the following heading: "Petition for the Removal of [NAME OF MEMBER] from her position as [NAME OF EXECUTIVE BOARD POSITION] of the Albany Law School Women's Rugby Football Club." This petition must state the specific reasons for impeachment.
  - (ii) The petition shall be handed in to the Communications Director. If the Communications Director is the member to be removed, the petition shall be handed in to the President. In this case the President will fulfill the responsibilities of the Communications Director for the duration of the impeachment process.
  - (iii) Upon receiving a petition to remove a Member of the Executive Board, the Communications Director must set up a vote to remove such Member. Delays are allowed as reasonable, such as an instance where the petition is handed in during winter break. The protested party must have an opportunity to respond to the petition before the vote takes place.
  - (iv) To be removed, a Member must receive a "remove" vote from more than 50% of the current, rostered voting members. "Rostered" means a voting member who is on, or was on during the last regular season, an ALS RFC roster.

- (e) A Member of the Executive Board may resign at any time, as long as he or she gives 168 hours' notice, in writing, to the Communications Director. If the Communications Director is resigning, he/she must turn in her resignation to the President.
- (f) Any Executive Board Member removed from such position under Sections 3.4(a)(ii) or (iii) shall be considered to have been removed under this Section. Any Executive Board Member who ceases to be a student at ALS shall be considered to have resigned in accordance with Section 3.4(e). His or her term ends at the moment he or she ceases to be a student at ALS.
- (g) If an Executive Board Member has been removed or has resigned under this Section, a Special Election shall be held by the President in the same manner as outlined in Section 3.3, subject to the following rules:
  - (i) If the office of the President is currently vacant, the election shall be conducted by the Backs' and Forwards' Captains. If those positions are vacant, then the election shall be conducted by the Co-Chairman of the Watkins Tournament.
  - (ii) Current Members of the Executive Board may run for vacant positions. If such current Member is elected, another election shall be had to fill in the newly-vacated position.
  - (iii) The terms of Members of the Executive Board elected under this Section shall end on the day following the end of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School during the spring semester, regardless of when the election took place.
  - (iv) Any member of the ALS RFC that has ever been removed or impeached from the Executive Board under this Section, and any member that has resigned from the Executive Board in a manner that violates Subsection 3.4(e), may not run for, or be elected to, a position on the Executive Board.

### 3.5 Protest of Vote Results

- (a) The result of any vote may be challenged by any voting member by submitting a petition to protest vote results. The petition

must be handed in to the Communications Director and shall be formatted as follows:

- (i) A voting member shall collect the signatures of 2/3 voting members on a sheet or sheets of paper with the following heading: "Petition for the Protest of Vote Results for [PURPOSE OF VOTE] of the Albany Law School Women's Rugby Football Club." This petition must state the specific reasons for the protest.
  - (ii) The petition shall be handed in to the Communications Director. Upon receiving the petition, the Communications Director must notify the President and conduct a re-count of the votes within 48 hours of the handing in of the petition, subject to reasonable delays.
  - (iii) The President must hand over all ballots to enable a speedy and efficient recount.
- (b) The results of any re-count conducted by the Communications Director as a result of such protest shall be final and binding.

### 3.6 Two Executive Boards

- (a) Article 3.3 allows for two Executive Boards to exist simultaneously during the spring semester. As noted in Section 3.3(f), this Section sets forth the requirements and limitations placed on each of those Executive Boards during this time period.
- (b) Two Executive Boards may exist simultaneously only during the time between the announcement of the results of the annual spring election and the end of the outgoing Executive Board's term on the day after the last day of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School.
- (c) During the time period explained in Section 3.6(b) the outgoing Executive Board shall have complete and absolute control over all ALS RFC funds in existence at the time of the announcement of the results of the annual spring election, as well as any funds collected during that time period that is intended to be used for

the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School During this time period, the incoming Executive Board shall only control the following funds:

- (i) any funds collected during that time period which are not intended to be used toward the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School; and
  - (ii) any funds that are expressly granted by both the President and the Co-Chairmen for use by the incoming Executive Board.
- (d) The outgoing Executive Board shall have complete and absolute control over all ALS RFC equipment during the time period explained in Section 3.6(b). The incoming Executive Board may use the equipment only with the express permission of the President.
- (e) The outgoing and incoming Executive Boards shall work together to prevent any conflicts with fundraising and to smoothly transition between Executive Boards. If any dispute arises, the outgoing President shall have final say, subject only to the constraints imposed by these By-Laws.
- (f) The incoming Executive Board shall have control over all ALSC events taking place after the last day of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School. This includes all planning and roster-building for the summer season, all tournaments taking place after the Watkins Tournament, and all other jobs specified in these By-Laws. The outgoing Executive Board shall in no way improperly influence the incoming Executive Board in its decision-making capacity in regard to any events taking place after the Watkins Tournament.
- (g) The outgoing Executive Board shall turn over all equipment, funds, and all other ALS RFC-related items and information to the incoming Executive Board as soon as is reasonable after the end of the outgoing Executive Board's term.

- (h) During the period explained by Section 3.6(b), the outgoing and incoming Executive Boards should diligently work together to ensure that all relevant information and materials can be efficiently transferred to the incoming Executive Board as required by Section 3.6(g).

## **ARTICLE FOUR: POWERS OF THE PRESIDENT**

### **4.0 President**

The president of ALS RFC shall be known as the President of the Women's Rugby Football Club.

### **4.1 Election Requirements**

A person may only be elected to the office of President if he or she:

- (a) is a current student at ALS;
- (b) will remain a student at ALS for the duration of the term, which lasts from the date the election results are announced until the day after the last day of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School the following spring; and
- (c) has participated in at least one summer or fall season while a student at ALS.

### **4.2 Responsibilities**

- (a) The President must use Club funds to purchase a reasonable amount of equipment so that each individual team may function within the league or tournament.
- (b) The President must ensure that the equipment is properly stored during the offseason, or that a current team member is assigned by the President to fulfill the responsibility over the equipment storage during the offseason.
- (c) The President may set a reasonable registration fee before each season, and must give players a reasonable amount of time and opportunity to register before registration is closed. However, the President may allow players to join should they not register at the beginning of the fall and/or spring season(s).

- (d) If registration fees are imposed, the President must allow all students who pay the league registration fee before the due date to join the ALS RFC team, unless:
  - (i) No spots remain; or
  - (ii) There is a good reason to refuse to allow a student to register. For example, a student who had previously been removed from a roster for fighting may be refused.
- (e) The President and the Executive Board must establish rosters at least for the fall semester of 2011 and may amend such roster with the addition or subtraction of any new and/or current members.
- (f) The President must ensure that all the other members of the Executive Board are performing their duties effectively, and if they fail to do so the President must make sure that he, or someone else, carries out those duties.
- (g) The President must ensure that the team captains and any assistant captains are performing their duties effectively, and if they fail to do so he must take over or appoint a new player to take over.
- (h) The President may not refund any paid registration fee.
- (i) The President may call and head Club meetings.
- (j) The President must order jerseys at the beginning of each season and before the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School as necessary, as determined by the President and the Co-Chairmen of the Watkins Tournament.

#### 4.3 Exclusive Powers

- (a) The President shall retain the powers in this Section exclusively, subject only to restrictions placed on such powers by:
  - (i) the Administration of ALS;
  - (ii) the SBA, where such power to restrict is recognized by the Administration of ALS; and
  - (iii) the override provisions set forth in Section 4.6.

- (b) The President shall have the exclusive power to create spring and fall league rosters with the assistance of any Executive Board Members.
- (c) The President shall have the exclusive authority to create the rosters for the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School.
- (d) The President shall have the exclusive authority to distribute equipment amongst the various teams or delegate individuals to assign for this role.
- (e) The President shall have the exclusive authority to decide whether a non-student shall be allowed to join the Club as a non-voting member. The President shall also have the exclusive authority to remove a non-student member at any time for cause. The President may make the decision to allow or not allow a non-student to join ALS RFC at the start of each season, even if that non-student played for ALS RFC during the previous season. This shall not be considered "removal."
- (f) The President may only alter rosters for the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School once the Tournament has begun with cause. If there is no good reason to alter rosters once the Tournament has begun, then the President may not so alter.
- (g) The President shall have sole discretion over whether team stats shall be kept, and shall decide the manner in which they shall be kept. Team captains shall keep such stats in the event that the President requests that such stats shall be kept.
- (h) The President must work with other Executive Board Members, particularly the co-treasurers, to draft a budget for each semester and present it to the SBA for approval.

#### 4.4 Concurrent Powers

- (a) The President shall have the authority to commit any act, unless such authority to act:
  - (i) is expressly restricted by these By-Laws;
  - (ii) has been restricted by the Administration of ALS;

- (iii) has been restricted by the SBA, where such power to restrict is recognized by the Administration of ALS;
  - (iv) is expressly reserved to the exclusive authority of another Member of the Executive Board; or
  - (v) is only allowed under these By-Laws where some contingency has occurred, such as where the President shall only conduct an impeachment vote where the Communications Director is the officer to be impeached, under Section 3.4.
- (b) The President shall have the authority to spend a reasonable amount of money to purchase equipment for the Club as a whole and for the individual team.
  - (c) The President shall have the authority to disperse reasonable funds to Team Captains for use in purchasing equipment, balls, and refreshments, and for paying game officials and any such related necessary funds.
  - (d) The President shall have the authority to pay league and tournament entry fees or shall have the authority to delegate this authority to any current Executive Board Member or other team member.
  - (e) The President and Team Captains may organize club wide practices. The President may also organize individual or multiple team practices, with the permission of Team Captains. The President shall delegate powers related to practices to Team Captains for them to organize, schedule, and fully perform practices without unjust interference by any other Executive Board Member unless the President deems otherwise.

#### 4.5 Powers Used in Conjunction with Other Executive Board Members

- (a) Student members may only be removed from the club for cause. A student member may only be removed by a majority vote of the Executive Board. In the event of any tie, the student member shall not be removed.
- (b) Once any season has begun team rosters may only be altered if:



- (i) the President, the team captains involved, and the players involved agree; or
- (ii) there is a majority vote of the members of the Executive Board. A tie vote results in no alteration of rosters.

#### 4.6 Delegation of Powers

The President may delegate any of her powers or responsibilities to another Member of the Executive Board at any time, and may also revoke such delegation at any time. Any action taken by another Executive Board Member under such delegation shall be imputed to the President.

### **ARTICLE FIVE: POWERS OF THE BACKS' CAPTAIN**

#### 5.0 Rugby Football Club Backs' Captain

The Backs' Captain of ALS RFC shall be known as the BC.

#### 5.1 Election Requirements

A person may only be elected to the office of BC if he or she:

- (a) is a current student at ALS; and
- (b) will remain a student at ALS for the duration of the term, which lasts from the date the election results are announced until the day after the last day of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School the following spring.

#### 5.2 Responsibilities

- (a) In the President's absence, the BC shall act as the Co-President with the Forwards' Captain (FC). "Absence" in this sense means that the President is unavailable to perform a task required of him or her under these By-Laws and inaction will result in harm to the Club. When acting as the President the BC and FC should do their best to act as the President would.
- (b) The BC's main responsibility shall be to assist the President in all aspects of preparing the Club and its members for the summer and fall seasons, and in making sure that said seasons run smoothly.

- (c) The BC shall help the President in compiling end-of-season stats, as kept by the various team captains. The BC and FC shall be responsible for maintaining any stats which will be required only at the request of the President.
- (d) The BC shall help the President in collecting and placing orders for team uniforms. This shall always include jerseys, but may also include hats or other items. All Executive Board Members will be responsible for helping, collecting and placing orders, and assisting in all other matters pertaining to the ALS RFC.
- (e) The BC must aid the President in any way not explicitly mentioned by these By-Laws that a club vice-president normally would.

### 5.3 Concurrent Powers

- (a) The BC may organize club wide practices with the permission of the President. The BC may also organize individual or multiple team practices, with the permission of the individual team captains' whose teams would be involved, and the permission of the President.
- (b) The BC shall have the authority to spend a reasonable amount of money to purchase equipment for the Club as a whole and for the individual teams. Any purchase of more than \$50 must be explicitly approved by the President or Co-Chairmen of the Watkins Tournament.

## **ARTICLE SIX: POWERS OF THE FORWARDS' CAPTAIN**

### 6.0 Rugby Football Club Forwards' Captain

The Forwards' Captain of ALS RFC shall be known as the FC.

### 6.1 Election Requirements

A person may only be elected to the office of FC if he or she:

- (a) is a current student at ALS; and
- (b) will remain a student at ALS for the duration of the term, which lasts from the date the election results are announced until the day after the last day of the Annual Professor William M.

Watkins Memorial Rugby Tournament at Albany Law School the following spring.

## 6.2 Responsibilities

- (a) In the Presidents's absence, the FC shall act as the Co-President with the BC. "Absence" in this sense means that the BC is unavailable to perform a task required of him or her under these By-Laws and inaction will result in harm to the Club. When acting as the Co-President the FC should do his or her best to act as the President would.
- (b) The FC's main responsibilities shall be to captain the forwards players during practice and games of ALS RFC. .
- (c) The FC shall assist the President in all aspects of the ALSC's participation in the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School.
- (d) The FC must aid the President in any way not explicitly mentioned by these By-Laws that a club member normally would.

## 6.3 Concurrent Powers

- (a) The FC may organize club wide practices with the permission of the President. The FC may also organize individual or multiple team practices
- (b) The FC shall have the authority to disperse a small amount of Club funds to purchase equipment and other items necessary to participate in a tournament. Such items include, but are not limited to: balls, first aid, tape, refreshments, and catcher's masks.

# **ARTICLE SEVEN: POWERS OF THE CO-CHAIRMEN OF THE WATKINS TOURNAMENT (TREASURERS)**

## 7.0 Co-Chairmen of the Watkins Tournament (Treasurers)

The Co-Chairmen of the Watkins Tournament of ALS RFC shall be known as CWT.

## 7.1 Election Requirements

A person may only be elected to the office of CWT if he:

- (a) is a current student at ALS; and
- (b) will remain a student at ALS for the duration of the term, which lasts from the date the election results are announced until the day after the last day of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School.

## 7.2 Responsibilities

- (a) The CWT must collect all registration fees before seasons and tournaments and deposit them with the SBA according to SBA requirements. The CWT must also collect all fundraised monies and deposit them with SBA according to SBA requirements.
- (b) The CWT may not refund any paid registration fee.
- (c) The CWT must work with the President to draft a budget for each semester and present it to the SBA for approval.
- (d) The CWT may keep a record of all Club expenditures and income.
- (e) The CWT may organize fundraisers. The CMT may delegate the authority to fundraise to any student member of the Club, but the CWT remains entirely responsible for the fundraiser, its results, and its repercussions.
- (f) The CWT must ensure that each team has a reasonable amount of safety equipment and first aid.
- (g) The CWT must ensure that enough money is set aside for each team's reasonable game official fees. If a team miss-appropriates these funds, like where a captain spends over his or her refreshment limit, the team captain shall be responsible for paying the game officials.
- (h) The CWT may allot an amount of money for each team to spend on refreshments during the season or tournament.
- (i) The CWT may allot Club funds toward purchases and events that are not necessary for the Club to function, as long as there are enough other funds for necessary purchases and events. These non-necessary purchases and events include, but are not limited to:
  - (i) team and Club awards;

- (ii) social events;
- (iii) tournament costs; and
- (iv) unnecessary equipment.
- (j) The CWT must aid the President in any way not explicitly mentioned by these By-Laws that a club treasurer normally would.
- (k) The CWT may delegate any of its powers, including management, operation, and scheduling of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School, and may handle any responsibilities of the ALS RFC pertaining to funding, spending, or collections of considerations.
- (l) The CWT will be responsible for the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School. This role entails forming a committee to assist in scheduling, planning, and coordinating the 27<sup>th</sup> Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School. The President shall oversee all functions of the CWT but will leave to the CWT full discretion to run the Tournament.

### 7.3 Concurrent Powers

- (a) The CWT shall have the authority to spend a reasonable amount of money to purchase equipment for the Club as a whole and for the individual teams.
- (b) The CWT shall have the authority to disperse reasonable funds to Team Captains and future Team Assistant Captains for use in purchasing equipment, balls, and refreshments, and for paying game officials.
- (c) The CWT shall have the authority to pay league and tournament entry fees.

## **ARTICLE EIGHT: POWERS OF THE COMMUNICATIONS DIRECTOR**

### 8.0 Secretary

The secretary of ALS RFC shall be known as the Communications Director.

### 8.1 Election Requirements

A person may only be elected to the office of Communications Director if he:

- (a) is a current student at ALS; and
- (b) will remain a student at ALS for the duration of the term, which lasts from the date the election results are announced until the day after the last day of the Annual Professor William M. Watkins Memorial Rugby Tournament at Albany Law School.

## 8.2 Responsibilities

- (a) The Communications Director may keep a record of attendance at meetings of the Executive Board, including such meetings where people other than Executive Board members are invited. This does not include general meetings of the Club.
- (b) The Communications Director may keep a record of meeting minutes for all Club meetings.
- (c) The Communications Director may coordinate the reporting of all ALS RFC events, including games, tournaments, fundraisers, meetings, and other events. As such, the Communications Director must make sure that the following media are actively updated:
  - (i) The ALSC Facebook page, or equivalent social networking group page, if one exists;
  - (ii) The team website, if one exists;
  - (iii) Emails to the Club;
  - (iv) The SBA, so that the information may be sent to the entire ALS community, including, in some cases, alumni and outside organizations;
  - (v) "The Issue," or any other school newspaper, newsletter, or other publication; and
  - (vi) ALS administration, for posting around the school and on the ALS televisions around the campus.
- (d) The Communications Director may perform the tasks required of him in Subsection (c) him, or may delegate the task to another. The delegated person must be a student, but need not be on the Executive Board or hold a position as team captain or assistant

captain. In the case of such delegation, the Communications Director is entirely responsible for the content of any information.

- (e) The Communications Director must organize a presentation for the 1L activity fair at the beginning of the fall semester to aid in the recruitment of new student members.
- (f) The Communications Director must organize a presentation for a General Interest Meeting at the beginning of the fall and spring semesters to aid in the recruitment of new student members.
- (g) The Communications Director must aid the President in any way not explicitly mentioned by these By-Laws that a club secretary normally would.

## **ARTICLE NINE: POWERS OF THE TEAM CAPTAINS**

### **9.0 Team Captains**

- (a) Each team shall have team captains, elected by team members.
- (b) In order to be a team captain, the appointed Club member must be a student at ALS.

### **9.1 Responsibilities**

- (a) Each team captain shall report a team roster to game officials if required.
  - (i) The team captains shall have sole discretion over such lineup, however each rostered player who arrives before game time, or who informs the team captain prior to the game that he or she will be late, may play at least half of the game, where reasonable.
  - (ii) The team captains shall have discretion over how to approach this, but the idea should be that throughout the season each player shall have received equal playing time. However, discretion of play time of each individual player is at the discretion of each captain, and final playing time will be determined at the discretion of all team captains present at each game.

- (b) Each team captain or executive board member shall pay the game official prior to each game. The team captain must coordinate with the CWT to make sure funds are available to pay the game official. If the captain or CWT spends over his or her allotment for non-game official purposes, as on refreshments, then the team captain or CWT shall be responsible for paying the game officials.
- (c) If refreshments are purchased for a game, the team captain must coordinate with the CWT to make sure funds are available. The team captain or CWT must then purchase such refreshments.
- (d) The team captains must coordinate with the President to ensure that team equipment is available for each game. The team captains must watch over the equipment in between games.
- (e) At the discretion of the President, team stats shall be kept. The team captains must keep such stats.
- (f) The team captains shall establish team rules as policies as necessary.
- (g) The team captains shall hold practices as determined necessary by the team captain.
- (h) The team captains should attempt to help the Executive Board with the smooth functioning of all aspects of the ALS RFC.
- (i) If the team captains are both absent from a game, the team captain must appoint another club member to run the team for that game. The temporary captain may be an Executive Board member or a student player of the ALS RFC.
- (j) Each of the responsibilities in this Section may be delegated to any student player, however the team captains shall be held individually liable should the student player fail in any such delegated responsibilities. The team captains are solely responsible with the smooth functioning of his or her team.

## **ARTICLE NINE: POWERS OF THE MATCH SECRETARY**

### **9.0 Match Secretary**



- (a) Each team shall have a match secretary (MS), elected by team members.
- (b) In order to be a MS, the appointed Club member must be a student at ALS.

#### 9.1 Responsibilities

- (a) Each team captain shall schedule organized games for ALS RFC to participate in both the fall of 2011 and the spring of 2012.
  - (i) The MS will collaborate with Executive Board Members to schedule games against competitors for the fall season and spring season.
  - (ii) The MS will communicate with other team officials in order to schedule organized games. He shall maintain a full schedule for the ALS RFC to compete during both academic semesters and will be responsible for coordination with game officials for each organized match.
- (b) The MS or executive board member shall pay the game official prior to each game. The MS must coordinate with the CWT to make sure funds are available to pay the game official. If the captain or CWT spends over his or her allotment for non-game official purposes, as on refreshments, then the team captain or CWT shall be responsible for paying the game officials.
- (c) The team captains must coordinate with the President to ensure that team equipment is available for each game. The team captains must watch over the equipment in between games.
- (d) At the discretion of the President, a recorded team schedule shall be maintained. The team captains must keep such recording of a schedule.
- (f) The MS shall establish coordinating efforts with other team and club officers and record all correspondence with any other team, club, or official.
- (g) The MS shall keep the Executive Board and current team members updated as to games scheduled for each semester, both fall 2011 and spring 2012.

- (h) The MS should attempt to help the Executive Board with the smooth functioning of all aspects of the ALS RFC.
- (i) Each of the responsibilities in this Section may be delegated to any student player, however the team captains shall be held individually liable should the student player fail in any such delegated responsibilities. The team captains are solely responsible with the smooth functioning of his or her team.

## **ARTICLE ELEVEN: RESTRICTIONS ON STUDENT NON-MEMBERS AND NON-STUDENT MEMBERS**

### **11.0 Authority**

This Article shall primarily serve as a reference point so that student non-members, non-student members, and student members know their rights in relation to the Club. Any contradiction between this Article and any other section of these By-Laws shall be resolved in favor of the other section.

### **11.1 Student Non-Members**

- (a) A student who is not a member of ALS RFC may:
  - (i) attend games and tournaments;
  - (ii) attend general interest meetings;
  - (iii) attend fundraisers;
  - (iv) attend ALS RFC social events sponsored, in part or in whole, by ALS, SBA, or any law school-related sponsors, such as BarBri;
  - (v) participate in practices and scrimmages; and
  - (vi) attend fundraisers.
- (b) A student who is not a member of ALS RFC may not:
  - (i) participate in organized games;
  - (ii) participate in tournaments which required the payment of an registration or entry fee by players;
  - (iii) attend ALS RFC social events not events sponsored, in part or in whole, by ALS, SBA, or any law school-related

sponsors, such as BarBri, without express permission from the President;

- (iv) participate in Club votes or elections.
- (v) be elected to the Executive Board;
- (vi) be appointed as team captain or assistant captain; or
- (vii) spend Club funds.

#### 11.2 Non-Student Members

- (a) A member of ALS RFC who is not a student may
  - (i) participate in organized games and tournaments;
  - (ii) attend general interest meetings;
  - (iii) attend fundraisers; and
  - (iv) attend ALS RFC social events.
- (b) A member of ALS RFC who is not a student may not
  - (i) participate in Club votes or elections;
  - (ii) be elected to the Executive Board;
  - (iii) be appointed as team captain or assistant captain; or
  - (iv) spend Club funds.

#### 11.3 Student Members

- (a) A member of ALS RFC who is currently a student may:
  - (i) participate in organized games and tournaments;
  - (ii) attend general interest meetings;
  - (iii) attend fundraisers;
  - (iv) attend ALS RFC social events;
  - (v) participate in Club votes and elections;
  - (vi) be elected to the Executive Board; and
  - (vii) be appointed as team captain or assistant captain.
- (b) A member of ALSC who is currently a student may not:
  - (i) spend Club funds, unless authorized to do so under these By-Laws.
- (c) Section 4.2(c) requires the President to allow any student who pays registration fee before the deadline to join the Club.

#### 11.4 All Members

- (a) Regardless of any other provision in this Article, only members who have paid the relevant registration or entry fee, if required, may participate in league games or tournaments.
- (b) As stated in Section 4.3(f), non-student members may only be removed from the Club during a season for cause. As stated in Section 4.5(a), student members may only be removed for cause. For this purpose, "cause" shall explicitly include, but is not limited to:
  - (i) fighting at an official ALS RFC event, including a game, practice, scrimmage, social event, meeting, fundraiser, or any other event;
  - (ii) causing the Club to be viewed in a negative light by ALS, AASR, or the community in general, such as cheating or extreme unsportsmanlike conduct; or
  - (iii) intentionally causing discord within the Club such that the Club is seriously harmed.

## **ARTICLE TWELVE: EFFECTIVE DATE**

12.0 These By-Laws shall take effect April 17, 2011.

12.1 On and after April 18, 2011, when the 2011 Executive Board takes over full control of the Club, no two positions may be occupied at one time by an individual in accordance with Section 3.3(d).