

Constitution of UOFT Tempo Volleyball Club

Article I - Name of the Association

1. The association's official name will be UOFT Tempo Volleyball Club.
2. The official acronym of the group is TVC.

Article II - Purpose of the Association

1. To cultivate a vibrant, safe and inclusive volleyball community within the University of Toronto by facilitating game and tournament opportunities for students.
3. Promote the growth of volleyball as a sport.
4. Develop the volleyball skills of players at UoFT.

Article III - Membership and Membership Payment Structure

1. The student group shall maintain a list of all group members
2. Voting Membership is open to all registered student members of the University of Toronto without restriction on the grounds outlined by the Ontario Human Rights Code's Prohibited Grounds of Discrimination.
3. Voting membership is open only to registered students of the University of Toronto.
4. Non-voting membership is available for interested staff, faculty, alumni or persons from outside the university without restriction on those grounds outlined by the Ontario Human Rights Code's Prohibited Grounds of Discrimination.
5. Members will have to deposit either \$15 per semester (valid through September to December or January to April) or \$25 for the entire academic year (valid through September to April).
6. All proceeds from membership will be put towards event operations including but not limited to court bookings, emergency medical personnel, equipment, etc.
7. Membership status will be tracked and maintained by the finance team.

Article IV - Rights of Members

1. All members may apply for a full refund of their membership fee within 1 month of becoming a member.
 - a. Members that refund their membership lose access to all following rights effective the moment their refund has been processed.
 - b. Members can reapply for membership but the second transaction will be final.
2. Purchasing a membership provides access to our weekly volleyball drop-in sessions.
3. Purchasing a membership allows them to sign up for our tournament sessions.
4. All voting members have the right to attend all general meetings of members.
5. All voting members have the right to cast votes at said general meetings of members.
6. All voting members have the right to cast votes in all group elections.

7. All voting members have a right to propose and vote on amendments to this constitution.
8. All voting members have a right to stand for election unless otherwise stated in this constitution.
9. All voting rights prescribed in Article IV do not apply to non-voting members (staff, faculty, alumni or persons from outside the university)

Article V - Executive Positions

1. The term for all positions of the executive committee shall be from May 1st to April 30th.
2. The executive committee shall consist of 14 voting members.
3. Executive members with voting privileges shall be currently registered students of the University of Toronto.
4. The executive committee will consist of the President, Vice President(s), Executive(s) of Finance, Executive(s) of Marketing, Executive(s) of Events.
5. During March, elections for the executive positions will take place and the main executive committee will be chosen (**Article X**).
6. Executives are responsible for knowing when meetings will occur and the topics discussed beforehand. During meetings, executives should express their opinions and ideas for major events.
7. A member can hold a maximum of two different executive positions at a time.
8. Staff, faculty, or alumni members may hold non-voting executive positions. These non-voting executive positions shall be limited to a maximum of one (1) or ten percent (10%) of the full executive body, whichever is greatest.
9. Non-voting executive committee members cannot serve as an officer, financial authority, signing authority, primary contact or secondary contact.
10. No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.

Article VI - Executive Committee Positions and Duties

The President:

1. Attend all executive meetings and a majority of the organized events and tournaments.
2. Be eligible to cast votes at meetings of the Executive Committee,
3. Oversee all actions of the executive committee.
4. Help organize and schedule drop-in sessions and organized tournaments.
5. Maintain frequent contact with the UTSU and KPE.
6. Main holder of club bank account.
7. Holds signing and financial authority along with the Treasurer
8. Review and coordinate operational activities across Finance, Marketing, Social Media, and Events teams.
9. Ensure a transition of office from one year to the next.

The Vice President(s) (max. two persons):

1. Attend most executive meetings and a majority of the organized events and tournaments.
2. Be eligible to cast votes at meetings of the Executive Committee,
3. Help the President oversee all actions of the executive committee.
4. Assist the President in organizing and scheduling drop-in sessions and organized tournaments.
5. Review and coordinate operational activities across Finance, Marketing, Social Media, and Events teams.
6. Assume the duties of the President in their absence.
7. Coordinate organizational recruitment efforts.

Executive of Treasury (Max. one persons):

1. Attend most executive meetings.
2. Be eligible to cast votes at meetings of the Executive Committee,
3. Responsible for directly managing the club bank account.
4. Holds signing and financial authority along with the President
5. Maintain a budget of income and expenses.
6. Advise members on the financial position of the group.

Executive(s) of Finance (Max. three persons):

1. Attend most executive meetings.
2. Be eligible to cast votes at meetings of the Executive Committee,
3. Create a clear and concise annual budget for the school year.
4. Document the receipts and deposits of everyone who purchased the membership.
5. Maintain financial records of all transactions that occur.
6. Maintain a list of group members.
7. Provide financial analysis of future expansions of club activities or events.
8. Apply for grants and ensure the security of Tempo Volleyball Club funds.
9. Report any unusual financial activity related to TVC finances to the rest of the executive team.
10. Order merchandise for sale to general members.

Executive(s) of Marketing (Max. five persons):

1. Attend most executive meetings.
2. Be eligible to cast votes at meetings of the Executive Committee,
3. Create graphics for our social media and create promotional material for the club.
4. Collaborate with photographers/videographers/graphic designers to develop publicities to advertise our club.
5. Collaborate with graphic designers to create merchandising and communicate actively with the Finance team about merchandising.

Executive of Events (Max. four persons):

1. Attend most executive meetings and a majority of the organized events and tournaments.
2. Be eligible to cast votes at meetings of the Executive Committee,
3. Organize and manage tournaments.
4. Work with the Marketing team to develop new ideas for tournaments to raise interest in the club.
5. Organize and direct the scheduled drop-ins.
6. Closely working with the Finance team to project event expenditures and direct tournament events.

Article VII - Committee Member Positions

There will be several volunteer positions that will help the executives manage the club. These positions can be filled by executive members. There is no maximum number of committee member positions that one person can hold at a time. These committee members are not required to be executives, nor are guaranteed to be executives.

Committee of Events (Max. Five persons):

1. Selected by the President, Vice President(s) or a member of the Event Planning Executive team from a group of applicants.
2. Attend meetings at the discretion of the Executive(s) of Events.
3. Attend a majority of the organized events and tournaments.
4. Help the executives direct and organize the tournaments .

Photographer/Videographers:

1. Selected by the President, Vice President(s) or a member of the Marketing Executive team from a group of applicants.
2. Take pictures and videos of the events and tournaments.
3. Stay in contact with the Social Media Manager and Executive(s) of Marketing .

Skill Level Representatives:

1. Selected by the President, Vice President(s) from a group of applicants.
2. Lead and direct the drop-in sessions
3. Organize players by skill level to ensure even play quality.

Article VIII - Finances

1. The UOFT Tempo Volleyball Club account shall be maintained by the President and the Treasurer.

2. All other ways of financing will be led by the Executives of Finance while being overseen by the President and the Vice President(s).
3. The Treasurer and Finance Team shall keep an active record of income and expenses.
4. The group may not engage in activities that are essentially commercial in nature.
5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
6. The group will not pay salaries to any of its officers.

Article IX - Meetings

1. Executive meetings shall be held at least once every two weeks or as needed. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
2. Separate meetings involving certain executives can be scheduled at the discretion of those individuals.
3. The group shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.
4. The Executive Committee must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting.
5. The group shall hold general meetings at least twice a year to provide general information to committee members and to review the group's annual activity plan and financial health.
6. Before tournaments, additional meetings shall be held to ensure everyone understands the guidelines of the tournament. These meetings serve to review everyone's duties for the upcoming tournament.

Article X - Elections

1. By the end of March, a President, Vice President(s), Finance Exec(s), Marketing Exec(s), Event Planning Exec(s) must be elected through an annual election.
2. Committee members will also be appointed by the end of March and will begin their turn on May 1st effective to April .
3. Notice for any of these elections must come at least one week before the elections begin, in the form of either posters, social media posts, or emails.
4. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
5. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
6. Non-voting group members shall not be eligible to cast a ballot for any elected position.
7. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
8. On the condition that multiple candidates are to be elected for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.

9. The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

Article XI - Termination of Membership

1. The Executive Committee may revoke the membership of any member of the club who brings financial, emotional, or malicious physical harm to club members. Non-disclosure of a significant or continuing conflict of interest are also grounds for termination.
2. A vote to revoke membership must be held at a meeting of the Executive Committee.
3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.
4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.
5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.
6. Following a termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.
7. Executive Committee members are subject to the same termination of membership process as general members.

Article XII - Amendments

1. All voting members may propose and vote on amendments to the constitution.
2. Those who are petitioning the amendment must submit an electronic copy of the proposed amendment(s) to the executive team.
3. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.
4. The amendment will then be listed on the constitution.
5. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
6. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.

Article XIII - Impeachment

1. All Executives may be impeached if they continuously fail to complete their duties. The considered Executive for impeachment must receive a warning from at least one other Executive member to give them the chance to respond to the warning.
2. Any Executive Member facing impeachment shall have the right to appeal the decision of the Executive to the general membership.
3. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.

- a. In the case that they are not impeached, the Executive shall be given another warning and will be closely monitored by the Executive committee.
4. If the Executive has been impeached they will lose all privileges associated with being an Executive and will be relieved of their duties.

Article XIV - Skill Levels

1. Players will be placed into three different skill levels depending on the criteria set by the club.
 - a. Blue Level:
 - i. Players that have been accepted into one of UofT's Volleyball Tri Campus Intramural teams.
 - ii. Players who play on one of UofT's Volleyball Varsity teams.
 - iii. Any other player deemed too skilled to play in the other skill levels by the Skill Level Representatives due to previous volleyball experience (ex. Club/Rep experience, Provincial Team experience, etc.)
 - b. Red Level:
 - i. Players that can apply different intermediate defensive formations when playing volleyball (ex. 6-back, 6-front, etc.).
 - ii. Players that can apply at least one intermediate system (ex. 5-1, 6-2, 5-2, etc.) for two or more positions (Outside Hitter, Opposite Hitter, Middle, Libero, Setter).
 - iii. Players who have been deemed to have adequate passing and serving skill to by the Skill Level Representatives.
 - c. White Level:
 - i. Players who are just beginning to play volleyball.
 - ii. Players who do not fit in the other skill levels.
2. This system exists to prevent unnecessary injuries as well as more balanced and therefore more fun play.
3. Players can request to change their skill level by submitting an online form. They will then be allowed to play with the higher or lower skill level while being monitored by the Skill Level Representatives. If the Representatives deem their skill adequate for the level, the player's status will be changed to that skill level.
4. Players can be promoted or demoted by recommendation of Skill Level Representatives or by recommendation of Clinic Coaches.
 - a. For Skill Level Representatives, this requires 66% of the Representatives to agree with the promotion or demotion.
 - b. Clinic Coaches can promote or demote players as they see fit or deem necessary.

Article XV - Drop-ins

1. Volleyball drop-in sessions will be held by the club at the University of Toronto's facilities.
 - a. These sessions will be arranged with multiple courts corresponding to the club's skill level categorizations for safer and more balanced play.

- b. This will be enforced by the Committee of Events and Skill Level Representatives, however exceptions due to any extraneous circumstances will be allowed.
 - c. Each court will be allowed a maximum of 3 teams (18-21 players).
 2. Drop-in sessions will be organized by the Event Planning Executives and run by the Committee of Events and Skill Level Representatives.
 3. Pricing
 - a. These drop-in sessions are open for free to all TVC members.
 - b. For all non-TVC members, an entry fee of \$10 will be charged per session via either cash or electronic payment.
 4. Registration
 - a. Sign ups are first come, first serve.
 - b. An online sign up sheet will open two days (48 hours) before the drop-in for players to sign up for the drop-in session.
 - c. If there are spaces left on any of the courts, the drop-in session will be open to sign up in person at the session. Any player movement between courts due to an in person sign up will be up to the discretion of the Skill Level Representatives on site.
 5. All members are required to check in in person with either a proof of membership or their money before playing.
 6. First Aid trained members will always be on-site in the case of injury.
 7. Players are free to play at a lower level court than their own at the discretion of the Skill Level Representatives.

Article XVI - Tournaments

1. Volleyball tournaments will be held by the club primarily at the University of Toronto's Facilities. However tournaments may also be held at external venues off-campus.
2. Tournaments will be organized by the Event Planning Executives and run by the Committee of Events and Skill Level Representatives.
3. Each tournament has different skill level requirements to adjust the playing level of the tournaments. (ie. A tournament could only allow Blue and Red level players or only Red and White level players etc.).
4. Our club may use our likeness to host tournaments with outside entities, only at off-campus venues.
5. Depending on the tournament, pricing structure for the tournament may vary. Here outlined are the different possible payment structures for a tournament. Only one applies to a tournament at a time. These payments may be made with cash or electronically.
 - a. By-person
 - i. Each player of a team registered in the tournament must pay the club a fixed registration fee.
 - b. By Team (Fixed Price)
 - i. A team captain must register their entire team for some predetermined fixed price.
 - c. By Team (Member-Only Price)

- i. A team captain must register their entire team for some predetermined price. To encourage membership, if their team contains equal or more TVC members than the set member threshold, their team pays a predetermined discounted price. For example, if the member threshold is 4 TVC members, if a team contains 4 or more TVC members, they pay the discounted price.
6. Registration.
 - a. Registration is first come, first serve.
 - b. An online Registration sheet will open at least one week before the tournament.
 - i. Depending on the tournament's structure, the form may ask for the players on the team, their skill levels, and their club membership.
 - c. A document outlining the tournament's rules, regulations, responsibilities and structure will be emailed to team's "captains" 48 hours before the start of the tournament at the latest.
7. First Aid trained members will always be on-site in the case of injury.

Article XVII - Clinics

1. Volleyball clinics will be held by the club at the University of Toronto's facilities to improve the skills of players.
2. First Aid trained members will always be on-site in the case of injury.
3. Clinics can be open to at least one prespecified skill level, to the discretion of the Clinic Coaches.
4. Clinics may choose to focus on either specific skills or general technique for an entire skill level group.
5. Registration.
 - a. Sign ups are first come, first serve.
 - b. An online sign up sheet will open two days (48 hours) before the clinic for players to sign up for the clinic.
 - c. If there are any vacant spots left in the clinic, in-person registration will be permitted.
6. Pricing.
 - a. For all non-TVC members, a predetermined entry fee will be charged per session via either cash or electronic payment.
 - b. For all TVC members, a predetermined discounted entry fee will be charged per session via either cash or electronic payment.
7. Clinics will be run by Clinic Coaches, who are students of the University of Toronto who are not necessarily members of TVC, but may still hold a member of TVC. For the purposes of clinics, they will be treated as external students, not as TVC officers.