



**You belong here.**

Clubs & Societies at [cusaclubs.ca](http://cusaclubs.ca)



Join any of CUSA's 250 clubs, academic societies,  
social action groups, competitive sports teams,  
ethnic, cultural, or religious clubs.

# **Carleton Squash Club Constitution**

## **Article I**

### **Name of the Organization**

The Organization shall be known as the Carleton Squash Club, and herein be referred to as "Carleton Squash Club"

## **Article II**

### **Purpose of the Organization**

Carleton Squash Club shall work towards

- Building an inclusive community of squash players
- Introducing squash to new players
- Providing players of all skill levels with the opportunity to have fun playing squash
- An opportunity to build relationships between new and returning students Helping players improve their skill level
- Providing an opportunity to be competitive

## **Article III**

### **Structure**

The General Membership shall be the legislative body of the organization and shall be composed of all members.

The Executive Membership shall be the administrative body of the organization and shall be composed of members elected by the General Membership.

## **Article IV**

### **Membership**

There shall be two levels of membership within the organization, a general membership, and an executive membership.

All students, both graduate and undergraduate, are permitted and invited to join the Carleton Squash Club as general members.

Membership in the organization shall be valid for the duration of the academic year from September to August.

All executive members of the organization shall be undergraduate students of Carleton University. Graduate students are invited to join the club as general members but may not hold an executive role within the organization.

In the event that a member of the organization violates the organization's constitution or any of CUSA's governing documents, and disciplinary action is being considered, a club Executive shall submit a complaint regarding the matter to the Clubs Oversight Committee per the Clubs Sanctioning Procedure.

## **Article V**

### **Executives**

President - CUSA liaison, tabling, arranging official meetings, equipment management.

Vice-President Internal - Manages member suggestions and issues, responsible for meeting minutes, and supports the president when required.

Vice-President of Finance - Responsible for the squash club bank account, income and expenditures, purchasing of equipment and supplies.

Events Coordinator - Organizes weekly playing sessions in addition to special events such as: tournaments, social events, etc.

Media Coordinator - Manages the organization's social media accounts, responsible for promoting the organization on social media, responsible for creating graphics for the organization.

Player Development Manager - Responsible for organizing coaching sessions for the club members, serves as an advisor and mentor for players.

Chief Equipment Officer - Responsible for organizing, maintaining, and procuring the necessary equipment for the organization.

## **Article VI**

### **Meetings**

Based on members availability, play sessions will be hosted weekly throughout the school year. After finding out member availability the executives will announce recurring play sessions which will be hosted every week at the same time on the same days. Meetings will be publicly advertised through the club fair, posters, social media (Instagram, Discord) and by word of mouth. Play sessions are open to members and non-members.

Tournaments/Competitive Events/Coaching Clinics will be organized by the executive team. At least one executive member will be present and a minimum of 5 general members. A minimum of 2 weeks notice will be provided for the tournament/competitive events. Which will be announced on social media and at play sessions. These events are for members only.

Social Events will be organized by the executive team. At least one executive member will be present and a minimum of 5 general members. A minimum of 2 weeks notice will be provided and will be announced on social media and at play sessions. These events are for members only.

Each spring, near the end of term, a meeting of the general membership will be called for the purpose of electing the executive team for the following school year. Meetings of the general membership may be called by an executive or five members of the general membership at any point throughout the school term.

Monthly Executive meetings will be organized by the executive team; all executives are to be present. Dates will be selected based on executives availability, only executives are to be present for these meetings. Any decisions required to be made during these meetings will be made via a simple majority.

## **Article VII**

### **Leadership Succession**

#### **Consensus Based**

The Organization has chosen to run a Consensus Based process for its Leadership Succession. The following are the steps necessary to facilitate a Consensus Based process.

1. All club members would be informed more than a week in advance of a meeting to attempt to decide the future leadership of the club in a consensus fashion and of a meeting location, with virtual options available for those unable to attend in person.
2. The club membership may work towards consensus across multiple meetings
3. If successful, the members shall also designate a member to inform the Student Groups Administrator
4. If unsuccessful, the outgoing club president shall inform the Student Groups Administrator that the group will either pursue an election or ask for permission to have an application and interview process.

## **Article VIII**

### **Impeachment**

Any member or executive of the organization is subject to impeachment. Any member or executive may bring forward an impeachment request for any member or executive within the organization. Following the receipt of an impeachment request, the club executives will consult the CUSA Clubs Membership Removal Committee (MRC). The MRC will advise the club on the next steps to be taken. Should the MRC advise the

organization proceed with membership/executive removal, the following steps will be taken:

**Impeachment of an Member:**

1. A member is subject to impeachment if they have violated any terms within this document, the governing documents of CUSA, and/or committed an act(s) which negatively affects the interests of the club and its members.
2. Any member is allowed to bring a request for impeachment to any club executive. Within 10 days of receiving this request, the executive will organize and host a meeting where the complaint will be reviewed, all club executives will be present for this meeting in addition to the member with the complaint and the member subject to impeachment. Both the member bringing the complaint forward and the member subject to potential impeachment shall be given opportunities to speak.
3. After this meeting, a vote within the executive leadership will be held. If the majority of votes are in favor of impeachment, the member will be removed from the club. Any other result of the vote (Failure to reach a majority, etc.) will result with the member retaining their membership within the club.

**Impeachment of an Executive:**

1. An executive is subject to impeachment if they have violated any terms within this document, the governing documents of CUSA, committed an act(s) which negatively affects the interests of the club and its members, and/or failed to fulfill their executive duties.
2. Any member is allowed to bring a request for impeachment to any club executive. Within 10 days of receiving this request, the executive will organize and host a meeting where the complaint will be reviewed, all club executives will be present for this meeting in addition to the member with the complaint and the executive subject to impeachment. Both the member bringing the complaint forward and the executive subject to potential impeachment shall be given opportunities to speak at this meeting.
3. After this meeting, a vote within the executive leadership will be held, the accused executive will not be allowed to vote. If the majority of votes are in favor of impeachment, the executive will lose their position within the club and be removed from the club. Any other result of the vote (Failure to reach a majority, etc.) will result with the executive retaining their membership and role within the club.

**Article IX**

## **Amendments**

Any member can propose an amendment to the constitution. This amendment will be presented at the general meeting at the beginning of each semester. A vote will take place with the general membership to adopt the new amendment. A simple majority will be required to adopt the new amendment.

## **Article X**

### **Dissolution**

Upon dissolution of the Organization, all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to the Ottawa Sport Council.