

# Men's Rugby Constitution



**Constitution Meeting: Tyson, Will, Zac, Kyle, Tyell, Bo, Aidan, Noah, and John**

# 2019-20

## Table of Contents:

EXECUTIVE SUMMARY.....2

GOALS.....3

OFFICERS.....5

POSITION DESCRIPTIONS .....6

WAIVERS ..... 10

BUDGET ..... 12

UNIVERSITY OF ARKANSAS RUGBY FOOTBALL CLUB

### EXECUTIVE SUMMARY

The University of Arkansas Rugby Football Club (UARFC) is a club sport dedicated to playing a high caliber of rugby while developing young men into gentlemen and scholars. UARFC was established in 1971, making the rugby club the longest tenured sports club on campus. We expect our players to show pride, integrity and responsibility towards our school, the Rugby Club, and most importantly, the players themselves. These are qualities that will develop our player's decision-making skills both on and off the pitch as they work towards their degree.

Rugby is one of the truest forms of competition, filled with traditions dating back to the 19th century. William Webb Ellis started the brand of rugby union we know today in 1823. Since then rugby has exploded around the world. Rugby teaches a culture of physically hard training and competition and has important social nuances of hostin and feeding teams after competition to build a bond among rugby players worldwide. This social interaction builds camaraderie among players with the hardest opponents becoming the closest of friends. These gentlemen like qualities transfer to the classroom, work place, and to the community with most university rugby players going on to lead successful professional lives. We are dedicated to building a team that is not only competitive on the field, but also academically competitive. We plan to carry on this strong emphasis on academic excellence that has been instilled by our rugby brothers who have come before us. Regardless of rugby's public image, it is a thinking man's game that takes character, discipline, and intensity to play. The lessons learned on the rugby field are directly transferred into the lives of players. As a team, we hope to foster the bonds of respect with alumni and rugby brothers nationally and internationally to ensure our student/athletes continue to contribute to their community and its future.

The University of Arkansas has created the following set of goals for the present and future players involved with our program. These goals are meant to help develop the UARFC as an organization within the University of Arkansas, the region, as well as within local, state, and national rugby unions and the international rugby community.

## **Goals**

### **Short Term Goals:**

#### **1-3 Years:**

- Develop recruitment video and establish relationships with bordering regions.

- Increase matching budget to \$20,000 while maintaining dues at reasonable levels;
- Compete for D1 conference championship.
- Schedule at least five B-side matches a year.
- Send players to all star tournaments
- Reach fundraising goal of \$5,000
- Travel busses for away matches
- Home/Away Jerseys

### 3-6 Years:

- Have a game in the women's soccer stadium or football stadium.
- Set up recruiting structure
- establish endowment
- establish 7's budget
- compete in Collegiate 7's Invitational

### 6-9 Years:

- Club house and indoor practice facilities on home pitch
- Paid coaching staff

### Other Goals:

- Be highly competitive at D1 conference and regional levels.
- Develop our players abilities and skills on the field and instill emphasis on academic success.
- Develop a strong and active Alumni Association for the support of club and university
- Establish a strong working relationship with the University community and constituent organizations.
- Establish connections with the international community both on-campus and off.

### Long Term Goals:

- Establish an endowment for the Rugby Club.
- Establish relationship with the Registrar office and/or Foundation to develop scholarships for the rugby team and to help create contacts nationally and internationally.
- Establish a rugby pitch and clubhouse facility for the U of A rugby program.

## **Academic Goals:**

- Establish an emphasis on student/athletes meeting standards of academic excellence as defined by the individual University departments.
- Develop student/athlete academic support in the form of study/advisor groups. Develop a database that shows our players majors, and GPA.
- Establish a mentor system throughout colleges

## **Officers:**

### **Organizational Chart**

Club President

Vice President

Head Coach/Faculty Advisor

Treasurer and Philanthropy

Merchandise Officer

Fundraising

Recruitment/New Player Relations

Social Media/Advertising

Secretary Manager

## **Position Descriptions**

### **Club President**

1. To conduct at least one team meeting every semester.
2. To coordinate and encourage the effective discharge of duties by the other elected club officer.
3. To appoint special committees when these are deemed necessary.
4. In conjunction and coordination with the faculty advisor, to be the official club representative to other agencies and groups of the university community.
5. Maintaining the CIPP Roster and having at all games as well as a copy of USA Eligibility.
6. Coordinating Officer meetings every 2 weeks outside of weekly practice meetings
7. Must be part of Club Sports Committee.

### **Vice President**

1. Obtaining and maintaining individual paperwork in three separate files, with one copy given to the Club President or Head Coach, one

to the university intramural office, and the third and final copy maintained by the Chief Organization Office and presented on game days.

- All players must provide personal identification and health information on one photo copied page in the form of:
  - a) Student identification card
  - b) State identification card/driver's license
  - c) Health insurance card
- All players must provide a signed USA Rugby participation waiver.
- All players must provide a signed UA Rugby Club code of conduct agreement.

2. Obtaining and maintaining team paperwork to be included in three separate files (included with individual files). This includes:

- CIPP roster (and ensuring all members are up to date with their dues).
- Game Paperwork
- Filling out the necessary paperwork for USA Rugby including but not limited to the USA Eligibility Requirements - University Registrar forms establishing players are full-time and in good standing.

Note: Database of player information, including contact information (phone number and email address), year started university, hometown, major, and GPA. The latter (GPA) should not be released to public or team members beyond the Coaching staff and the Club Officers, and Academic Advisor.

### **Treasurer**

1. To maintain budgets (fundraising, dues, matching funds) and proper paperwork. This includes USA Rugby team dues, area rugby union dues (D1AA independent), referee fees (both union wide and per game).
2. Fill out the proper travel advancement forms for travel two weeks prior to match date.
3. Responsible for allocating all expenses and travel receipts throughout travel.
4. Must meet with the Graduate Assistant/Accountant the following business day for travel recap.

5. Collects team dues when necessary and properly deposits them to the service desk.

### **Match Secretary**

1. To function as the correspondent for the club.
2. Coordinating with head coach/ Union/UA-Club Sports in the scheduling of all matches.
3. Contact the scheduled referee and opposing team a week prior to the match date.
4. Print directions for the team drivers when traveling.
5. Schedule reservations for pitch for all home games.
6. Contact coach to make sure the union match report is submitted on time.

### **Social Media/ Advertising**

1. Game recaps for all matches to submit to media, alumni, and other outlets.
2. In charge of advertising weekly matches around campus.
3. Promote home matches to alumni, student and community populations.
4. Set up post-game hosting events for the visiting team, ensuring food and non- alcoholic beverages are provided immediately post-game, assures proper bathing facilities are available, and coordinates lodging, if necessary.
5. Publicize a schedule at the beginning of each semester and match (poster, flier, banner, etc.)
6. Responsible for designing and distributing team apparel.
7. Constantly update social media outlets (Facebook, Twitter, Reddot)

## **Equipment Manager**

1. Equipment – responsible for maintaining and checking out all equipment, including but not limited to balls, pads, tackle dummies, cones, scrum sleds, etc.
2. Maintain list server including practice schedule, match times, and any changes to the schedule.
3. Collect new player information (email, phone number, etc.) in collaboration with the vice presidents' and coach's CIPP Roster; 4. Purchasing of any new equipment (Balls, Cones, Pads etc) as needed.

## **Philanthropy**

1. In charge of setting up "Rugby Game for the Cure" 2. In charge of other philanthropic events throughout the year while working with the fundraising chair often for ideas to fundraise (Qdoba, Chik Fila, etc).

## **Recruitment/ New Player Orientation**

1. Establish recruiting regions for all states bordering Arkansas to give incentive towards instate tuition.
2. Create highlight video to present to potential recruits.
3. Schedule one recruiting weekend event per semester (All Star/ High School tournament).
4. Contact High School Coaches in the spring months for a list of incoming freshmen.
5. Developing and maintaining contacts with the on-campus international student organization and high school rugby teams.
6. Giving New players a quick orientation to the club including officers and assisting in getting personal information to Vice President.



7. Making sure new players are CIPP'd and have paid dues (work with Treasurer).

## WAIVERS

Intramural/Recreational Sports Club Sports Program Membership Release and Waiver of Liability Form FY13: July 1<sup>st</sup> 2013– June 30<sup>th</sup> 2014

PLEASE PRINT ALL INFORMATION

CLUB NAME:

NAME: \_\_\_\_\_ AGE: \_\_\_\_\_ SEX \_\_\_\_\_

U OF A I.D. NUMBER: \_\_\_\_\_ PHONE #: \_\_\_\_\_

\_\_\_\_\_

LOCAL ADDRESS:

\_\_\_\_\_

E-MAIL:

\_\_\_\_\_ BENEFICIARY \_\_\_\_\_

CURRENT STATUS: STUDENT \_\_\_\_\_ Year in school \_\_\_\_\_ FACULTY/STAFF \_\_\_\_\_

Number of years in clubs \_\_\_\_\_ Any other clubs involved in \_\_\_\_\_

1. I, \_\_\_\_\_ (print name), \_\_\_\_\_ (student I.D. #) in

consideration for permission to participate in activities of the University of Arkansas'

\_\_\_\_\_ Club, sign and agree to this RELEASE AND WAIVER OF LIABILITY.

2. I am aware that the \_\_\_\_\_ Club may involve hazardous activities, and involve

risk of serious personal injury or death. I am voluntarily participating in these activities with knowledge and appreciation of the specific dangers involved and hereby voluntarily agree to accept and assume all risks of personal injury, death, damage or harm of any kind. \_\_\_\_\_ (Please initial)

3. I hereby agree to forever release and discharge from any and all liability whatsoever, and agree not to sue, the University of Arkansas, any of its faculty (including but not limited to the faculty sponsor of the University of Arkansas' \_\_\_\_\_ Club), trustees, officers, staff, employees, agents, or contractors, and any officers, agents or members of the University of Arkansas' \_\_\_\_\_ Club, or the University of Arkansas' \_\_\_\_\_ Club itself (hereinafter collectively referred to as "Released Parties") for any and all manner of claims, cause of action, or liability which I may now or in the future including but not limited to personal injuries, death, damage or harm of any kind, from whatever cause in anyway related to activities of the University of Arkansas' \_\_\_\_\_ Club (including but not limited to any transportation to and from any such activities). \_\_\_\_\_ (Please initial)

4. I hereby agree that in the event any claim arising out of or related to personal injury, death, or any other damages to me shall be filed against any Released Parties, I shall indemnify such Released Parties against any and all such claims, including attorneys' fees incurred by the University in defending any such claims. \_\_\_\_\_ (Please initial)

5. I hereby agree that I will abide by any and all Federal and State laws and any and all rules and regulations set forth by the University of Arkansas or the University of Arkansas'

\_\_\_\_\_ Club. I further acknowledge that my intentional or inadvertent failure to abide by these may result in my immediate exclusion from any farther participation in activities of the Clubs'. \_\_\_\_\_ (Please initial)

6. I HAVE CAREFULLY READ THIS RELEASE AND WAIVER OF LIABILITY AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS RELEASE AND WAIVER OF LIABILITY IS A RELEASE OF

LIABILITY (INCLUDING BUT NOT LIMITED TO LIABILITY FOR NEGLIGENCE) AND 10

AN INDEMNIFICATION AGREEMENT, AND I SIGN IT OF MY OWN FREE WILL. \_\_\_\_\_  
(Please initial)

7. This RELEASE AND WAIVER OF LIABILITY is in addition to and does not revoke or modify any other SPORT CLUB AGREEMENT AND RELEASE FORM I may have signed. \_\_\_\_\_ (Please initial)

8. I hereby certify that I am at least eighteen (18) years of age. \_\_\_\_\_ (Please initial)

9. This Release and Waiver of Liability shall be binding on my executors, survivors, heirs, and assigns. \_\_\_\_\_(Please initial)

Signature\_\_\_\_\_ Date\_\_\_\_\_

**Budget**

**15\_1102 Men’s Rugby Sport Club**

**Profit & Loss Budget vs.  
Actual July through October 2010**

**Jul- Oct 10 Budget \$ Over Budget % of Budget**

**Income**

<b>Balance Forward</b>	1,773.66	1,773.66	0.00	100.0%
<b>Donations</b>	100.00	0.00	100.00	100.0%
<b>Dues</b>	6,040.00	0.00	6,040.00	100.0%
<b>Fundraising</b>				
<b>T-Shirts</b>	0.00	0.00	0.00	0.0%
<b>Total Fundraising</b>	0.00	0.00	0.00	0.0%

**Total Income** 7,913.66 1,773.66 6,140.00 446.18%

**Expense**

<b>Activity Equipment</b>	0.00	0.00	0.00	0.0%
<b>Advertising</b>	0.00	0.00	0.00	0.0%

Entry Fees 0.00 0.00 0.00 0.0%

Game Expenses/Salaries 0.00 0.00 0.00 0.0% Membership Dues/League Fees HOARFU 0.00 0.00 0.00 0.0%

USA Rugby 0.00 0.00 0.00 0.0% Total Membership Dues/League Fees 0.00 0.00 0.00 0.0%

Officials Expenses 0.00 0.00 0.00 0.0%

Postage 0.00 0.00 0.00 0.0%

Travel  
I

Gasoline 0.00 0.00 0.00 0.0%

Lodging 0.00 0.00 0.00 0.0%

Travel Insurance 148.50 0.00 148.50 100.0%

Vehicle Rental 0.00 0.00 0.00 0.0%

Total Travel 148.50 0.00 148.50 100.0%

Uniforms/Jackets/Warm- Ups/ETC 0.00 0.00 0.00 0.0%

Total Expense 148.50 0.00 148.50 100.0%

Net Income 7,765.16 1,773.66 5,991.50 437.8%

-----  
-----

## 15\_0392 Men's Rugby Sport Club Profit & Loss Budget vs. Actual

July through October 2010

Jul - Oct 10 Budget \$ Over Budget % of Budget

### Income

Balance Forward 3,429.13 3,429.13 0.00 100.0%

Donations 50.00 0.00 50.00 100.0%

Interest 4.29 0.00 4.29 100.0%

Total Income 3,483.42 3,429.13 54.29 101.58%

### Expense

Activity Equipment 0.00 0.00 0.00 0.0%

Entry Fees 0.00 0.00 0.00 0.0%

**Game Expenses/Salaries** 0.00 0.00 0.00 0.0% **Membership Dues/League Fees** 0.00 0.00 0.00 0.0%

**Officials Expenses** 0.00 0.00 0.00 0.0%

**Postage** 0.00 0.00 0.00 0.0%

**Travel**

I

**Gasoline** 0.00 0.00 0.00 0.0%

**Lodging** 0.00 0.00 0.00 0.0%

**Travel Insurance** 0.00 0.00 0.00 0.0%

**Vehicle Rental** 0.00 0.00 0.00 0.0%

**Total Travel** 0.00 0.00 0.00 0.0%

**Uniforms/Jackets/Warm- Ups/ETC** 0.00 0.00 0.00 0.0%

**Total Expense** 0.00 0.00 0.00 0.0%

**Net Income** 3,483.42 3,429.13 54.29 101.58%

---

**15\_0112 Men's Rugby Sport Club  
Profit & Loss Budget vs.  
Actual**

**July through October 2010**

**Jul - Oct 10 Budget \$ Over Budget % of Budget**

**Income**

**Balance Forward** 1,004.93 1,004.93 0.00 100.0%

**Matching Funds** 4,750.00 4,750.00 0.00 100.0%

**Tournament Funding** 0.00 0.00 0.00 0.0%

**Transfer Income** 0.00 0.00 0.00 0.0%

**Total Income** 5,754.93 5,754.93 0.00 100.0%

**Expense**

**Activity Equipment** 0.00 0.00 0.00 0.0%

**Advertising** 0.00 0.00 0.00 0.0%

**Entry Fees** 100.00 0.00 100.00 100.0%

**Game Expenses/Salaries** 0.00 0.00 0.00 0.0% **Membership Dues/League Fees** 150.00 0.00 150.00 100.0%

**Officials Expenses** 345.00 0.00 345.00 100.0%

**Postage** 0.00 0.00 0.00 0.0%

**Travel**

I

**Gasoline** 1,252.11 0.00 1,252.11 100.0%

**Lodging** 544.46 0.00 544.46 100.0%

**Travel Insurance** 0.00 0.00 0.00 0.0%

**Vehicle Rental** 0.00 0.00 0.00 0.0%

**Total Travel** 1,796.57 0.00 1,796.57 100.0%

**Uniforms** 0.00 0.00 0.00 0.0%

**Total Expense** 2,391.57 0.00 2,391.57 100.0%

**Net Income** 3,363.36 5,754.93 -2,391.57 58.44%