

# Constitution of the Western Kentucky University Gamers Guild

## Preamble:

On this day, 18 September 2000, we, the students of Western Kentucky University, call the WKU Gamers Guild into existence as an official campus organization.

## Goals and Mission:

The Gamers Guild provides creative and practical means for members to network with other students and form strong bonds with each other by coordinating and playing games and engaging in Guild-sponsored social activities.

## Article I.

This organization shall be known as the Gamers Guild of Western Kentucky University (WKUGG, Guild, or WKU Gamers Guild).

## Article II. Membership

The Guild has four types of members. Regular members, Elected Officers, Appointed Officers, and Faculty Sponsors.

### Section A. Regular Members

#### 1. Regular Member-

Regular members are granted the privilege of voting in all affairs and aspects of WKUGG including elections and policy-making decisions, except those decisions that intentionally are decided by the Executive Cabinet. Members also gain access to the Tim Darnell Memorial Library. Other benefits may be added.

### Section B.

Members pay dues as set by the Guild membership. The amount of dues is set each year by approval of the membership.

## Section C.

1. Membership in the Guild is granted regardless of race, creed, gender, disability, age, or sexual orientation. The Guild abides by the University's Non-Discrimination Clause.
2. Membership into this Guild is a privilege that can be revoked by either said member or a majority of the membership (2/3 Impeachment Vote - See Section E).

## Section D Member Guidelines

1. Members are to uphold the precepts and the constitution of the Western Kentucky University Gamers' Guild.
2. Members are to support other members and prospective members in their love of gaming and their need to game.
3. Members are to be contributing members of the Guild and to actively support the Guild in all of its endeavors.
4. Members are to conduct themselves in a mature and dignified manner when representing the Guild.

## Section E.

### Removal of a member

Removing a member from the guild is a last resort and should only be brought before the Guild after numerous warnings to member/members whom have failed to correct the problem.

If the Assistant Guildmaster of Internal Affairs and the Guildmaster can not solve the situation and/or the problem continues with the member/members then the member/members will be brought before the governing body.

After hearing testimony of both sides, the governing body may vote guilty or not guilty. If a vote of

guilty is substituted by a majority vote, the members present at the next scheduled meeting must vote upon the issue of removal. If a majority vote of the membership finds a member guilty, that person no longer represents the Guild and his or her membership and affiliations are revoked.

### Article III. The Governing of WKUGG

All members are allowed to hold offices in the Guild. Terms of office are two semesters, with a limit of four consecutive semesters, and six semesters total, unless waived by the membership for an individual candidate or officer due to extenuating circumstances.

#### Section A.

Except for special elections, elections for office are held no earlier than eight weeks and no later than three weeks before the final day of an academic semester. A majority vote of the membership present at a regularly scheduled meeting is sufficient to designate a candidate as an officer. Voting shall take place through hidden ballot. A person appointed by the Executive Cabinet who does not currently hold office in the Guild, appointed or elected, and who is not a candidate for office in the Guild will collect and tally votes and announce the outcome of voting.

#### Section B.

These are the job responsibilities for each officer, the structure of which is in place to guide the Guild's affairs. This list is not comprehensive and it is recommended that the Guild update these responsibilities as needed through constitutional change each year. An organization must grow in its tasks as well as maintaining existing tasks.

##### 1. The Guildmaster -

The office of the Guildmaster of Guild is the Chief Executive Officer of the Guild. The Guildmaster must support the organization's goals and members. The Guildmaster oversees implementation of policy as set by the membership.

The Guildmaster is granted the following powers:

- a. act as Speaker at all Guild events, unless delegated to another officer,
- b. act as liaison to the university, and public, except where it would be more appropriate or convenient to allow the Assistant Guildmaster of External Affairs to represent the Guild,

c. submit legislation to the membership (all legislation and resolutions should be presented to the Guildmaster who presents the documents to the membership for voting),

d. create appointed offices appoint members to those offices. The membership must approve all powers, responsibilities, and honors extended to appointed officers. All appointed offices expire at the end of each semester and must be reappointed and approved before that office can function,

e. perform the tasks of all offices not currently held by other members. It is not recommended that the Guildmaster do this for more than the time it takes to hold special elections for vacant offices,

f. arrange meeting locations for the Guild. This is preferably done, for campus locations, at the beginning of the semester. The University agent for each building should provide the Guildmaster with a rundown sheet (itinerary) of all meeting dates and times that take place in reserved rooms,

g. report to the membership at each meeting.

The Guildmaster may not:

a. Vote in any elections, or other processes of policy, unless to break a tie.

b. break the confidentiality that members have made with him or her for any reason other than to protect an individual from harm.

2. The Assistant Guildmaster(s) -

The office or offices of the Assistant Guildmaster are to aid the Guildmaster in the implementation of all policies.

a. Assistant Guildmaster of Internal Affairs-

The Assistant Guildmaster of Internal Affairs is to develop programming ideas and work closely with the membership to ensure that goals and the mission are adequately being fulfilled to the membership. The Assistant Guildmaster of Internal Affairs is to act as liaison to the membership and should direct Guild meetings in the absence of the Guildmaster.

The Assistant Guildmaster of Internal Affairs should:

i. arrange adequate numbers of Game Masters (GM's) to run games at meetings. A good number is usually one GM for every five members,

ii. publicize the names of the games being run and the names of the GM's running during the Guild Meeting.

iii. encourage members to play in games, encourage members to try new games and events, and to contact frequently absent members and encourage their regular attendance at meetings.

iv. hear problems and complaints of Guild members and try to correct said items.

v. act as the Secretary of the Guild as in they will keep current records of membership, minutes, policies (passed legislation), etc.

b. Assistant Guildmaster of External Affairs-

The Assistant Guildmaster of External Affairs is to handle the Guild's publicity of events. This officer is charged with advertising meetings and special events to both students and non students. The Assistant Guildmaster of External Affairs is to act as Guildmaster when neither the Guildmaster nor Assistant Guildmaster of Internal Affairs are present at official Guild functions.

The Assistant Guildmaster of External Affairs should:

i. publicize Guild meeting dates, times, and locations in local media (newspapers, radio stations, and other organizations), the Guild Web site, and the Guild listserv.

ii. act as Development Officer of the Guild. This means that the Assistant Guildmaster of External Affairs should make contact with local organizations and encourage sponsorship of the Guild. If local organizations make financial contributions to the Guild, these contributions should be put into the Treasury. Other contributions should be given to the Guildmaster and held for the members of the Guild until they decide, through vote, how to use the contributions (door prizes, et cetera),

iii. act as Public Relations Officer of the guild. This means that the Assistant Guildmaster of External Affairs should be the spokesperson for the Guild with local organizations, speaking with the authority of the Executive Cabinet and the approval of the Guild membership.

iv. generate and collect news concerning the Guild and post that news on the Guild Web site, in

addition to including it in a report to the membership at each meeting.

v. act as the Treasurer of the guild. This means the Assistant Guildmaster of External Affairs is empowered with the financial affairs of WKUGG. They will oversee all aspects of fundraising, depositing funds, and dispersing club money. The Treasurer is to advise the Guildmaster of the organizations fiscal affairs and should keep records of all funds and be able to generate a simple report of all funds and expenses.

c. Other Assistant Guildmaster duties and offices can be created by a majority vote of the membership, with approval of the Executive Cabinet.

The following jobs are performed or delegated by the Guildmaster if no one holds the offices. Since these jobs are specialized, the Guild is encouraged to find capable members of the Guild and encourage them to hold these offices upon appointment if there is no apparent person to perform these tasks.

These offices are appointed by the previous term's Guildmasters by a 2/3 vote during the election of offices.

### 3. The Information Technology Director a.k.a. Loremaster-

The Information Technology Director oversees maintenance of the Guild Web site. This person should keep an archive of all Web site files on the FTP server, on a secondary hard drive, and on a removable device (CD-R, et cetera), for posterity, protection, preservation of Guild information. If implementing a new layout of a Web site, the IT Director should archive the old layout.

### 4. The Librarian-

The Librarian oversees the Tim Darnell Memorial Library and all of its contents. This person keeps track of all material in the library and stores it until requested by a member. This person checks out the materials and documents any new materials that are placed in the library.

## Section C.

### 1. Sponsors-

Faculty and Staff of Western Kentucky University are encouraged to involve themselves with the Guild. The Board of Sponsors is an advisory role that allows faculty to support the goals and mission of WKUGG.

a. there is no limit to the number of faculty who may sit on this committee.

b. a Chairperson of the Board is elected each semester by the members of this committee, when there is more than one faculty sponsor.

## 2. Advisors-

The Guildmaster to any task can appoint advisors as need may require. Advisors have no power in Guild policy. Advisors will simply be individuals who have expertise in a specific area that could benefit the organization. Advisors may not take part in writing or voting on Guild legislation, and therefore do not require approval by the membership. These offices expire each semester unless noted in legislation by the membership, or by an act of the Guildmaster. Advisors may not represent the Guild in any official way.

## 3. Committees-

Committees are created by the membership, and must have specific duties to carryout that allow the Guild to reach its goals and mission. These committees expire every semester unless noted in legislation by the membership. The Executive Cabinet is a committee that does not expire.

a. The Advisory Committee, an informal board of trustees, is composed of former elected officers. This committee does not expire semester, and provides support to the officers and Executive Cabinet.

## Section D

### 1. Interim Government-

Officers elected during to serve during the spring semester will serve until the following fall officers are elected and installed. During the summer terms, the fall officers administer the organization as usual.

## Section F.

The Executive Cabinet is composed of all elected officers, a representative of the sponsors, and appointed officers. This Cabinet must meet regularly and may not meet in closed session, with respect to Kentucky and U.S. Sunshine laws, unless announced to the members and only for reasons of impending legal or membership disciplinary action, excluding impeachment vote.

### a. Resolutions-

Resolutions are authored by members or officers and must be approved by a majority of the membership present at a meeting for legislation to be policy.

## Section G.

Any officer, sponsor, committee member can be removed from office by two means.

### a. Resignation -

Resignation requires no approval by the club, but a formal letter is requested to be sent to the Guildmaster. If the Guildmaster wishes to resign he must send that letter to the Secretary.

### b. Impeachment of an officer -

Impeachment of an officer should be a last resort after failure of the officer to perform their duties.

Impeachment of an officer must follow these steps:

#### 1. Articles of Impeachment must be presented to the governing body of the Guild...

If the officer sits on this Cabinet that officer may not vote on this legislation. After hearing testimony of both sides, the governing body may vote guilty or not guilty. If a vote of guilty is substituted by a majority vote, the members present at the next scheduled meeting must vote upon the issue of impeachment. If a majority vote of the membership finds an officer guilty, that officer no longer represents the Guild and his or her membership and affiliations are revoked.

## Article IV "No Borging!"

This organization being created by the students and guided by the faculty of Western Kentucky University may never enter into agreement that places any other student organization into control of the policies of WKUGG.

a. This Guild's governing body must approve statewide or national policies adopted by other organizations that the Guild is affiliated with, such as RPGA.

## Article V "Associated Guidelines."

WKUGG Officers and members shall adhere to the following guidelines, else face possible impeachment from the Guild, exclusion from WKUGG events and games, and possible legal consequences.

- a. Officers and members should follow all University rules and regulations, especially concerning matters of Alcohol or illegal drug use while on University property.
  
- b. Gambling is not allowed on campus. Since the WKU Gamers Guild is a campus organization, gambling at any or all games is prohibited.
  
- c. Officers and members shall not use the facilities of WKU or the WKUGG, to distribute illegal copies of software. Software piracy affects gamers because companies raise the prices of games to replace lost profits. Both Federal and Kentucky laws protect the intellectual property of software developers.

\*\*\*\*\*

This document was originally drafted 12 September 2000 by Ed Schwab, Jim Murphy, and Sam Stinson and has undergone constant revision by other members of the Guild. This document may be modified upon approval of 2/3 of the membership.

\* Most recently Submitted: 2 April 2006 \*