



By-Laws for the Mountaineer Maniacs

Article I.

The Mountaineer Maniacs

Section 1. Name, Purpose, and Logo

The purpose, name, and logo of the Mountaineer Maniacs is listed in Article 1 Section 1, 2, & 3 of the Constitution.

Article II.

Membership

Section 1. Requirements and Social Justice

Membership and participation are free from discrimination based on race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability, or status as a veteran. All memberships are given on a yearly basis. Sign-ups are held over spring and summer. An accurate list of alumni and friends shall be maintained by the leaders of the Mountaineer Maniacs. All members are expected to act with respect and good sportsmanship at any University event or when representing West Virginia University. If a member is substantially found to be poorly representing West Virginia University in, or by poor sportsmanship or a lack of respect to anyone, membership will be revoked by the Director of the Mountaineer Maniacs. All other membership requirements are listed in Article III of the Constitution of the Mountaineer Maniacs.

Article III.

Duties and Responsibilities of the Executive Board

Section 1. Description

The Mountaineer Maniacs shall consist of an Executive Director and an Executive Leadership Board. The Executive Director is nominated by the Mountaineer Maniacs Selection Committee. The Student Body President renominates the Director to be approved by a $\frac{2}{3}$ vote of the Student Government Association Board of Governors. All other Executive Board positions are selected, created, abolished, removed, or replaced by the will of the Executive Director.

Section 3. Mandatory Events and Regular Meetings

The Director of the Maniacs has the authority to make an event mandatory. An event must be declared mandatory at least 7 days prior to the actual event. Once an event is declared mandatory, all board members must attend. Valid excuses must be submitted to the Executive Director at least 24 hours prior to the event. Anyone who does not attend mandatory events are subject to sanctions.

Section 4. Sanctions

The Executive Director may impose sanctions on any board member that does not fulfill their duties and obligations as described below or that does not fulfill their mandatory meeting/event requirements. Sanctions can include suspension, relief from duty, restrictions on benefits, revocation of stipends/pay, or limitations on trips privileges.

Section 5. Executive Director

Reporting to the Advisor & Advisory Board of Directors, the Executive Director (ED) will have overall strategic and operational responsibility for Mountaineer Maniacs Nonprofit's staff, programs, expansion, and execution of its mission. S/he will initially develop deep knowledge of field, core programs, operations, and organization's plans.

- The Director of the Mountaineer Maniacs is the chief operating officer.
- Handle the day-to-day operations of the organization.
- Lead the student body.
- Answer to all faculty, staff, and administrators.
- Promote positive spirit and sportsmanship at all intercollegiate athletics.
- Establish an executive leadership board.
- Facilitate weekly meetings.
- Facilitate membership sign-ups.
- Oversee all Mountaineer Maniac expenditures.
- Be in charge of creating scholarships.
- Act as a liaison to WVU University Relations, Student Affairs, and Athletics.
- Meet regularly with the SGA President & Advisor.
- Order Membership T-Shirts.
- Responsible to delivering membership sign-ups to the MAC.
- Keep strong relationship with IMG.
- Oversee all Directors.

Section 6. Executive Board Positions

As stated above, the Executive Director has full autonomy with establishing the Executive Board. Suggested positions and their responsibilities follow:

Assistant Director

The Assistant Director(s) is/are primarily responsible for overseeing the day to day operations of the Mountaineer Maniacs, demonstrating leadership and providing inspiration to the leadership committee members and making a measurable impact on implementing and monitoring current and new programs successfully. The Associate Director is also expected to work in partnership with the Advisor and the Advisory Board of Directors to generate new ideas and a long-term vision for the Mountaineer Maniacs; establish and expand relationships with students and act as a spokesperson to the university at large.

Director of Finance

The Director of Finance contributes to the overall success of the organization by effectively managing all financial tasks for the organization.

Director of Olympic Sports

The Director of Olympic Sports is responsible for attending and leading the cheers at every Olympic sporting event. In addition, she/he is to create traditions and plan giveaways for each event, host tailgates, and swipe student ID's.

Director of Watch Parties / Special Events

The Director of Watch Parties / Special Events will be in charge of organizing and hosting every watch party / special event that the Mountaineer Maniacs put on.

Director of Trips

The Director of Trips is responsible for effectively planning away trips throughout the Fall & Spring Semester's to various sporting venues for different WVU away athletic events.

Director of Marketing

The Marketing Director holds ultimate responsibility for the organizations marketing activities and oversees the development and delivery of a fully integrated marketing strategy for the Mountaineer Maniacs.

Director of Public Relations

The Director of Public Relations is Responsible for managing the public relations department and the content it delivers. Ensures brand message is consistent, timely, and relevant.

Director of Community Service

The Director of Community Service is responsible for creating and coordinating community outreach opportunities that increase awareness and support for the College's programs and services.

Secretary

Common tasks for the majority of secretaries include word processing, audio and copy typing, letter writing, dealing with telephone and email enquiries, creating and maintaining filing systems, keeping diaries, arranging meetings and appointments and organizing travel for staff.

Article IV.

Programming

Section 1. Freshman Maniacs Mentorship Program

Upon request, the Executive Director may appoint an intern for a Director. A intern would exist to serve the needs of the organization as the Director sees fit, learn the position they serve under, and become knowledgeable about the operations of the Maniacs.

Article V.

Alumni Advisory Committee

Section 1. Mission To provide the Mountaineer Maniacs with an advisory voice that will create consistency through officer transitions and to help the current director make decisions that will affect the future of the organization. This is in no way to overrule or take authority away from the director or the advisor.

Section 2. Responsibilities.

A. Transition

1. Help select an Executive Director annually.
2. Help the director make important future decisions about the organization.
3. Keep alumni connected to the organization.

B. Approval

1. Approves all expenses over 10,000 dollars.
2. Approves the Mountaineer Maniac budget yearly.
3. Approves each basketball Maniac Musing per Student Life.

C. Advisory Roles

1. Advises on any University Issue that arises. (E.g. Sportsmanship)
2. Different committee members will advise different officers including. (E.g. Sportsmanship, Media and Marketing, and Finances)

Section 3. Committee Construct

A. Membership

The Mountaineer Maniac Alumni Advisory Committee will consist of 5 people and 2 ex-officio agent. The ex-officio agents will be a member of the WVU young alumni board, and the other will be the chair of the WVU young alumni board. The 5 member of the committee will consist of 2 members that have in their former student years never been affiliated with the Mountaineer Maniacs as an officer of the Organization. The other 3 members will have been at some point during their college career an officer of the Mountaineer Maniacs and must be at least two years out of the organization before joining the committee.

B. Selection

The ex-officio agent will be selected by the WVU Young Alumni board. The members of the Mountaineer Maniac Alumni Advisory Committee will be selected by the ex-officio agent and the Chair of the WVU Young Alumni Board.

C. Meetings

The committee shall meet at least twice a year with the new director, normally in the fall around Homecoming, and in the spring around the WVU Gold-Blue Game. The committee will hold quarterly conference calls and more if the need arises.

D. Terms

Members of the board shall serve two full years. Terms shall be commenced on July 1.

E. Voting

All members (5) of the committee will have a vote. All voting matters must pass a unanimous vote.