

# **Denison Crew Club Constitution**

## **Article I-Name**

The name of this organization shall be Denison Crew Club (hereinafter referred to as the Organization).

## **Article II-Purpose**

The purpose of the Organization shall be to allow everyone who is a student at Denison University to participate in the sport of rowing regardless of prior experience or knowledge.

## **Article III-Affiliation**

Section 1. This Organization shall abide by the constitution and bylaws of the Denison Campus Governance Association (hereinafter referred to as DCGA) and the regulations and policies of Denison University.

Section 2. If it is suspected that the Organization has violated its own constitution or the constitution and bylaws of DCGA, it will be subject to an audit and investigation by the DCGA Rules Committee.

## **Article IV-Membership**

Section 1. Membership in the Organization shall be open to any full-time or part-time student, faculty member, staff member or administrator of Denison University.

Section 2. No person shall be denied membership on the basis of age, gender, sexual orientation, color, creed, religion, national origin, political affiliation, physical challenge, or other social status.

Section 3. Any dues-paying person that is in good standing with the Organization may be admitted membership as a regular member to the Organization.

Section 4. Criteria for members to fall from good standing with the Organization:

- A. Behavior exhibiting any racial, gender, or sexual orientation discrimination.
- B. Unsportsmanlike conduct.
- C. Threats or activity that can or does emotionally or physically harm another member.
- D. Failure to pay dues or upkeep with dues payments to the Organization.

Section 5. Any member that is not in good standing with the Organization may be subject to removal or suspension from the Organization.

Section 6. Procedure for removal:

- A. All members that are found to not be in good standing with the Organization may be removed by the Executive Board through majority vote from the Officers.
- B. Any member that is voted to be removed from the Organization may use a right to appeal the removal.
- C. If no appeal is requested, the member is officially removed from the Organization. If a repeal is requested, the President must call a general meeting as defined by Section VI. In order for a member to prevent official removal, they must gain a two-thirds vote against removal from the general meeting.

**Article V-Officers and Chairpersons**

Section 1. Officers of the Organization shall be as follows:

- A. President
- B. Vice President
- C. Treasurer
- D. Secretary
- E. Equipment Manager

Section 2. Officers of the Organization shall be elected “Officers-elect” during the spring semester of each school year, and become officers at the end of the spring semester each school year, by a majority vote, a quorum being present. While being officer-elect, each officer-elect shall use the grace period to shadow the presiding officer. Officers shall take office for both the fall and spring semester of the following school year after being elected and hold office for a period of one school year. Officers of the Organization are members of the Executive Board (also referred to “the Board”).

Section 3. Should it be found that an office is vacant, whether by removal or resignation, then the remaining officers shall appoint a member to the vacant spot, dependent on a majority of the Organization's approval through a special session vote called by the President.

Section 4. An officer can be impeached if there is concern about their ability to perform in the position and/or exhibit any of the behaviors stated in Article 4 Section 3. The issue may be raised by either three or more members, or if a majority of the officers express the same concerns. For this officer to be impeached, an executive meeting shall be held to express the concerns to the offending officer. If the offending officer does not change their behavior or attitudes within two weeks a meeting shall be held with all members of the Organization. For the offending officer to be impeached more than 2/3 of the Organization has to agree to the impeachment. The offending officer, if impeached, may still be allowed to participate in the Organization, pending they do not conflict with Article 4 Section 3.

Section 5. Should an office become vacant, the Vice President or President will fulfill the duties of the vacant office until a new officer is appointed. To appoint a new officer see Article 5 Section 3.

Section 6. Duties of officers.

A. The President shall:

1. Conduct all official business meetings of the Organization.
2. Process communication among the membership.
3. Be the liaison between the Organization and Denison University.
4. Assist the coach in all matters.
5. Handle disciplinary issues and disputes on the team in absence (or personal conflict) of the Vice-President.

B. The Vice-President shall:

1. Preside over meetings in the absence of the President.
2. Assist the President in all matters.
3. Assist the Treasurer with the budget.
4. Facilitate and foster alumni engagement.
5. Handle disciplinary issues and disputes on the team.

C. The Treasurer shall:

1. Keep accurate records of all official financial matters and dues.
2. Co-sign all checks with either the president or vice president.
3. Serve as liaison to the DCGA Finance Committee.

D. The Secretary shall:

1. Keep minutes and records of all official team matters, including but not limited to, at Executive meetings and full team meetings.
2. Maintain a roster of active members.
3. Ensure that all necessary documentation and paperwork from active members is processed.
4. Assist the President in communication among the membership.

E. The Equipment Manager shall:

1. Assist the coach in all equipment management matters.
2. Oversee and maintain team equipment.
3. Assist the coach in making informed recommendations for purchases relating to all things equipment related.

Section 7. Members of the Board may serve in more than one role, however the role of Treasurer can not be fulfilled by either the President or Vice President.

Section 8. Members of the Board have one vote per member. Members of the Board do not receive more votes if they hold more than one position on the Board.

Section 9. The officers of the Board may, through majority approval, establish chair positions to carry out specific team responsibilities. Chair positions may be standing or ad hoc. A standing chair position can only be established through an amendment to the constitution.

Section 10. Appointment of chairpersons

A. Chair positions must first be established by the Executive Board. Standing chair positions are prima facie established by the Executive Board through their reference in the Constitution.

B. The Executive Board must open chair positions for application by general membership of the team, provided with ample time to apply. Applications for standing chair positions must be opened immediately after a new officer cycle begins.

C. The Executive Board shall review all applications for all chair positions, and, through majority vote, establish chairpersons.

D. Chairpersons will fulfill their duties as defined by the Executive Board until the end of the Executive Board's term, or until the duties of the chair are complete. Standing chair positions will remain chairpersons until the end of the Executive Board's term.

Section 11. Dismissal of chairpersons

A. Chairpersons will be dismissed after one of the following:

1. Completion of duties.

2. The current Executive Board's term is complete.

3. The discretion of the Executive Board through majority vote as a result of unsuccessful completion of duties or are no longer in good standing with the Organization as defined by Article 4, Section 4.

**Article VI – Meetings**

Section 1. A regularly scheduled general meeting shall be held at least twice a semester. The President may call additional meetings when the need arises.

Section 2. A quorum, 50% of regular members as defined by Article IV, shall be present in order for any official business to be conducted. Official business shall include election of officers and any other major decisions affecting the Organization as a whole.

Section 3. Executive meetings shall be held at the discretion of the President.

Section 4. A quorum of over 50% of team officers must be present in order for any official business to be conducted. Official business shall include day-to-day operational decisions, including but not limited to: small equipment purchases (e.g. spare or replacement parts, repair equipment, etc); determining the team schedule; coordinating team agenda, plans, etc.; and communicating updates to other members of the Board. Team chairpersons may also attend executive meetings, but operate in a non-voting ex-officio capacity to the officer(s) they serve under.

### **Article VII –Advisor**

Section 1. This Organization shall have one advisor who shall be a Denison University faculty member or professional staff member. If the position becomes vacant, then the officers will appoint a new advisor.

### **Article VIII – Finances**

Section 1. If the Organization dissolves, any accumulated funds will be returned to the DCGA.

### **Article IX –Amendments**

Section 1. All amendments to this constitution require notice of two weeks, during the school year, prior to being discussed and voted upon.

Section 2. Amendments become effective only after a 2/3 vote by the Organization, a quorum being present, and after approval by the Rules Committee of the DCGA.