

Sk84Fun Club Constitution

Article I - Name, Purpose, and Non-Discrimination Policy of the Organization.

Section 1: Name

The name of the organization will be known as Sk84Fun at The Ohio State University (“Sk84Fun”)

Section 2 - Purpose

This club is meant to foster community, learning, and fun among OSU students with a passion for ice skaters at any level to gain skating experience in a recreational/non-competitive environment.

Section 3 - Non-Discrimination Policy

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

As a student organization at The Ohio State University, Sk84Fun expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here:

<https://hr.osu.edu/public/documents/policy/policy115.pdf>.

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Article II - Membership: Qualifications and categories of membership.

General body membership of Sk84Fun is inclusive to any current student at The Ohio State University as required by OSU Rec Sports. Each Sk84Fun member is required to maintain current recreational club sports status through Do Sports Easy as defined by the Ohio State Recreational Sports Department. Each member is required to keep current with member dues and other payments to the Club, as well as other Club forms, in order to maintain eligibility.

Section II.a.

There will be only one type of membership: Active Club Member. An Active Club Member is a member of the club that is registered with the Club via Do Sports Easy, has completed all required club forms, and has paid their yearly dues.

Article III – Methods for Removing Members and Executive Officers

Section III.a.

If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or

federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization's advisor.

Section III.b.

Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization's advisor.

A vote may also be initiated during an executive board meeting for failing to fulfill the duties of their position after the second occurrence, and a vote on their position may be held if they are allowed to keep their position or not. If a vote is initiated, the officer may make a statement prior to the voting to provide evidence on why their duties were not fulfilled.

Section III.c.

In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), {00312468-1} the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.

Article IV - Organization Leadership

Section IV.a.

Primary Leaders (Presidents)

The organization shall have two presidents: an external and internal president. One president will complete the Student Organization President Training. Both presidents will handle emails in their respective areas, and will work together to amend the constitution. One president will be in charge of representing the club in external affairs including attending OSU REC sports meetings, suspend members, sign documentation, register for involvement fair, and maintaining up-to-date online registration records. The other president will be in charge of supervising club meetings in internal affairs including scheduling board meetings, supervision of club members, officers, and coaches, overseeing club meetings, and planning club meetings. Both presidents will work together to check each other's work and proofread emails and documents signed by each other.

Section IV.b.

Secondary Leader (Vice President/VP)

The Vice President will assist the Presidents in their duties and in the absence of either President, will temporarily assume the role of the absent President. The Vice President will also take on the role of the Club Safety Officer (Risk Manager). The Vice President will keep track of Active Club Members. The Vice President will work with the treasurer to oversee the budget and confirm the ice is paid for. The Vice President will also help the Secretary count the ballot for the Skater Representative election.

Section IV.c.

Treasurer

The Treasurer will attend the Student Organization Treasurer Training, be in charge of the non-university checking account, and maintain fiscal records. The Treasurer will also determine annually membership dues, keep track of members dues, make payment for ice at The Ohio State Rink ice, and keep track of the annual budget. f

Section IV.d.

Secretary

The Secretary will be in charge of scheduling and taking notes during executive board meetings. The secretary will work with the Social Media chair to oversee social media posts. The secretary will work with the Skater Representative chair to note concerns to attend to at the following executive board meeting. The Secretary will take charge in facilitating elections, and will count the ballots with the Skater Representative for executive board elections and the Vice President for Skater Representative elections.

Section IV.e.

Community chair

The Community chair will be in charge of organizing dates for fundraising and volunteering events. They will be in charge of creating the calendar for executive board and active club member meetings and other club events. They will also work with the Treasurer to select a date to rent ice for any shows that the club may host, and the cost of attending the show.

Section IV.f.

Social Media chair

The Social Media Chair will be in charge of creating a social media presence and awareness of the club. The Social Media chair will post photos/videos of Events, skating, leadership, and any information via the club's social media platforms. The Social Media chair will also be charged with keeping the website up to date with any relevant information. The Social media chair will also be responsible for posting to the Student Org Insider Announcement Submission.

Section IV.g.

Skating Representative chair

The Skating Representative chair will represent the opinions and voices of the skaters within the club. The Skating Representative chair will be the hotline for any Active Club Members to come to with ideas or concerns regarding the club members or how the club is being run. The Skater Representative Reports these concerns to the Secretary to address at the next executive board meeting. The Skater Representative works with the Vice President in taking attendance during club meetings to make sure that members are Active Club Members The skater representative will help the Secretary count the ballots during executive board elections.

Article V- Election / Selection of Organization Leadership

Section V.a.

Rules and Procedures

The election of all board members, excluding the Skating Representative will be voted on by the current executive board. Each board member and Active Club Member will be allotted one vote. No executive board member may be allowed to hold more than one position.

Skating Representative will be elected by the Active Club Members only, excluding all executive board members. If the Skating Representative comes down to a tie, then the executive board members may vote, and if the executive board members end in a tie, it will go to the Presidents and Vice President.

Section V.b.

Eligibility

Active Club Members who have attended a majority of club meetings may be allowed to run for two positions on the executive board, excluding the President Internal and Skater Representative. President Internal must fulfill all the senior coach club's requirements due to their duty to plan lessons. No position, excluding the Skater Representative, may be allowed to hold office for more than two consecutive terms (including partial term). The Skater Representative may not be allowed the position for consecutive elections

Section V.c.

Nomination

Nominations for positions, excluding the Skater Representative, may occur between the executive board meeting right before the meeting the members will be voting and the week before the meeting the members will be voting. The Skater Representative nomination will be emailed via a google form three weeks prior to the executive board voting. All nominations must be sent to the Secretary within that time frame. The nominations will be anonymous, and the nominated members will be released the day after the deadline via email. The nominations may be self-nominated or nominated by any Active Club Member. In order to become a candidate, the member must accept their nomination by informing the secretary prior to the executive board meeting voting.

Section V.d.

Ballots and balloting procedures

All current executive board positions are allotted a physical paper ballot for every position, excluding the Skater Representative. The ballots will have all the candidate's names under the position(s) they are running for. The ballots will be anonymous and counted by both the Secretary and Skater Representative. Ballots must be submitted to the secretary before the end of the executive board voting meeting. The positions must be announced before the end of the meeting.

The Skater Representative Ballot will be sent to Active Club Members, however, no current executive board member may be allowed to vote for the Skater Representative. The ballots must be submitted the week prior to the executive board voting meeting. The ballot will be counted by the Secretary and Vice President the day after the final submission. The Skater Representative will be announced to the executive board immediately after the ballots are counted, and announced to the Active Club Members the day after.

Section V.e.

Timing of Election

The election will occur, excluding the Skater Representative chair, annually in the last week of March for the next upcoming academic year. The Skater Representative will be elected two weeks prior to the executive board voting and must be completed a week before the executive board voting meeting. This is to provide time during the next semester for any new positions to learn what they need to do during the spring semester.

Section V.f.

Special Circumstances

In the circumstance of resignation or impeachments, the election may be postponed until the absent chair position is filled. The absent chair position may be filled by a nomination by the executive board, unless it is the Skater Representative. The chair position may be filled in special circumstances if the majority of the executive board agrees on a willing member to fill it. The Skater Representative must be voted on by the Active Club Members, excluding the current executive board.

Article VI - Executive Committee: Size and composition of the Committee.

The Executive committee will consist of 8 members: Two Co-Presidents (External and Internal), Vice-President, Treasurer, Secretary, Community chair, Social Media Chair and Skating Representative chair.

Article VII - Standing Committees (if needed): Names, purposes, and composition.

Coaching committee will be composed of Senior and Junior coaches. There will be at least three senior coaches to preside over the beginner, intermediate, and advanced levels. Senior coaches will be designated as a skater who completed US Figure Skating SafeSport, has achieved pre-preliminary skating skills/moves in the field and pre-preliminary free skate/singles through U.S. Figure Skating , and has the approval of the Internal President. There will also be a head senior coach for each group of skaters. Senior coaches will supervise and work together to help teach students maneuvers assigned by the Internal President. Junior coaches are any skater that is at an advanced level of skating and approved by the Internal President. Junior coaches will work alongside Senior coaches to help an individual student work on maneuvers. Junior coaches will not be supervising or teaching the entire group at any point. All coaches must apply and be interviewed by the Internal President before being allowed to begin coaching. Junior coaches may also be asked to shadow or learn more about teaching skating maneuvers before being given the Junior coach role. Junior coaches may also only assist with the beginner level skaters and no other groups. The purpose of this committee is to ensure that skaters are being taught safely and properly. It is also meant to allow the club's members to be involved and gain coaching experience.

Disclaimer: We are not teaching through a certified curriculum like Learn to Skate or the Ice Skating Industry

Article VIII – Advisor(s) or Advisory Board: Qualification Criteria.

The advisor will be a full-time member of the University faculty or Administrative & Professional staff. The advisor will help to solve any conflicts amongst the executive board. The advisor will also be updated on the club's status every semester.

Article IX – Meetings and events of the Organization: Required meetings and their frequency.

General body meetings/Club meetings will be hosted once a week at The Ohio State Rink as permitted. The first two club meetings will be paid via VENMO for interested members, and only Active Club Members may be permitted to attend club meetings. There is no required number of meetings for any member to attend.

Regular meetings by the club will be approximately an hour long. During the first half of meetings, Senior and Junior coaches will be teaching students how to skate based on the Internal President's curriculum plan for the skaters or working on a performance for the club's show either with everyone or individually (participation in the show is optional). Skaters will be divided up based on their skating experience and ability. Skaters who have never skated before and are unaware how to stop when skating forward will be in the beginner group. Skaters who are unaware of how to jump (waltz jump), spin (pivot/2ft spin), and stop backwards will be in the intermediate group. All other skaters with abilities above will be allowed to skate in the advanced group. Skaters are allowed to be moved around to different groups with the permission of the head senior coach of the group. Senior coaches will also fill out an evaluation form for skaters to see their progress. This will be left up to the discretion of when the Senior coach wants to fill out the evaluation form or if the skater requests it. During the second half of the time, skaters will be allowed to skate around the rink and practice skills while being safe. Advanced skaters may be asked not to perform higher level maneuvers if the safety of any skater is put at risk.

Executive board meetings will be held monthly either virtually or in person. All executive board members are expected to attend the majority of the club meetings, and all executive board meetings unless exemptions are permitted by the Secretary. The meeting will be run by the Internal President. The executive board voting meeting must be held in person.

Article X – Attendees of Events of the Organization: Required events and their frequency.

Any Active Club Member may attend any of the club meetings or events hosted by Sk84Fun. The organization reserves the right to address member or event attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution.

Executive board members must communicate if they will not be attending an event to the Vice President.

Article XI – Method of Amending Constitution: Proposals, notice, and voting requirements.

Amendments to the constitution by Active Club Members must have a majority of Active Club Members to be considered. They must then notify the Skating Representative who shall notify the Secretary to bring it up during the next executive board meeting. The amendment will then be addressed at the executive board meeting, and must get a majority of executive board member votes in order for the amendment to pass. If the amendment from the Active Club Members does not pass the executive board, the Active Club Members may overrule the board with a three-fourths vote. Unless the amendment is related to the President Internal chair or skating plans. Skating plans may be ruled in favor of the Active Club Members granted the President Internal agrees. The President Internal eligibility may not be amended unless the all active board members and the President Internal or all executive board members agree. Any executive board member may also suggest an amendment to the constitution during an executive board meeting, and then must get a majority of the votes to pass. Upon initial introduction, the proposed amendments should

be read during the executive board meeting, and if passed it will be read at the next club meeting. The constitution should not be amended easily or frequently.

Article XII – Method of Dissolution of Organization

If the organization is dissolved, the executive board will work with the advisor to cover any debts. If there are any additional funds, they will be offered to the Columbus Figure Skating Club (not-for-profit corporation).