

# Crew Club At Ohio State

## Student Organization Constitution

### ARTICLE I. NAME OF ORGANIZATION

**Crew Club At Ohio State**

### ARTICLE II. ORGANIZATION PURPOSE

Section 1. Physical fitness, competition, and teamwork are vital to the overall health of the individual. The Team is formed to teach and practice the fundamentals of rowing, sportsmanship, competition, and maintain good mental and physical health.

Section 2. These goals are pursued through disciplined instructional programs combining basic and advanced rowing techniques with high-level physical fitness training as well as participation in national-caliber rowing competitions.

Section 3. The Team seeks to become not only the best collegiate club rowing program, but also compete with and consistently perform at a level comparable to fully funded competition.

Section 4. The Team will provide a positive atmosphere for collegiate athletes to compete and learn Teamwork as well as one that promotes the idea of fair competition and sportsmanship.

Section 5. The Team will seek to cultivate rowing throughout the Ohio State Student Body and support collegiate rowing throughout the United States.

Section 6. Through the sport of rowing, The Team will strive to teach discipline, leadership, commitment, responsibility, and professionalism, which will ultimately enrich the lives of the members of The Team.

Section 7. Above all, the ideas and goals of The Team will always be placed before that of the individual.

### ARTICLE III. UNIVERSITY REGULATIONS

#### **Section A. Harassment and Discrimination, including Sexual Misconduct**

**Crew Club At Ohio State** *agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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 basis in accordance with the Student Organization Registration Guidelines.*

#### **Section B. Hazing**

**Crew Club At Ohio State** *agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with*

*the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.*

### **Section C. Bylaws**

*Crew Club At Ohio State retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

## **ARTICLE IV. MEMBERSHIP**

### **Section A. Membership Eligibility**

- A. Team membership is open to students of The Ohio State University who meet regatta eligibility requirements.
- B. At their discretion, the Director of Rowing/Head Coach may put new recruits through a tryout process to determine membership and athletic eligibility.
- C. Membership is not limited by, nor shall any person be denied Team membership due to his or her race, gender identity, sexual orientation, creed, or national origin

### **Section B. Member Selection**

- A. Members Potential members are considered for selection after being appointed by the head coach after one week of regular practice. Potential members are then confirmed by a 2/3 majority vote of the officer board, at which point they are invited to register with the club on DoSportsEasy.
- B. Members of The Team are expected to abide by the spirit and letter of this Constitution.
- C. Members of The Team are subject to the policies and procedures outlined in the Bylaws of this Constitution.
- D. Members of the Team are expected to abide by The Ohio State University Student Code of Conduct and Sport Club Handbook at all times.
- E. Members of The Team agree to make reasonable efforts to provide the following to their fellow members
  - a. A competitive, safe, and fun atmosphere
  - b. Maintenance and care of equipment
  - c. Respect of Team bylaws and applicable University Codes of Conduct

- d. The maintained reputation of The Team including the recruiting of new members
  - e. The establishment of competitive goals
- F. Members of The Team are expected to pay membership dues on a regular schedule.

### **Section C. Membership Timeline**

Membership is granted on a rolling basis regardless of the time of year. Potential members are invited to practice after communication with an existing member or coach. After one week of regular attendance, potential members become eligible for full membership consideration. Once membership is confirmed, new members are required to make a fifty-dollar initial payment and are asked to register on DoSportsEasy.

### **Section D. Member Removal**

- A. Any Team member who fails to uphold or violates the values of The Team as outlined in this Constitution, the Bylaws of this Constitution, The Ohio State University Student Code of Conduct or the Department of Recreational Sports Sport Club Handbook may be asked to leave The Team.
- B. A Team member may be asked to leave The Team by The President, after consultation with the Officer Corps, faculty advisor and an approval vote from at least two-thirds of the Officer Corps.
- C. The Faculty Advisor or a representative from The Department of Recreational Sports must be present to verify the vote.
- D. Any dues that have been paid by an individual who is dismissed from or who leaves The Team will be forfeited.
- E. A member who leaves The Team on their own accord may return to The Team at any time.
- F. A member who is dismissed from The Team may appeal the dismissal and ask for a hearing before the Officer Corps. The approval of at least two-thirds of the Officer Corps is necessary to reinstate a dismissed athlete upon appeal. The decision of the Officer Corps will be final.
- G. In the case of an appeal, either the Faculty Advisor or a representative from The Department of Recreational Sports must be present to verify the vote.

## **ARTICLE V. ADVISOR**

### **Section A. Advisor Duties and Responsibilities**

The Faculty Advisor acts as a mentor to the Officer Corps and works closely with The President. The faculty advisor may assist in making decisions regarding team activities or future planning. The faculty advisor is responsible for counting votes when voting is required for activities outlined in this constitution aside from their own selection.

### **Section B. Advisor Term**

Advisor may retire at any time but is expected to serve until the conclusion of the semester, at which point a new advisor will be appointed.

### **Section C. Advisor Selection**

The Faculty Advisor will be selected by The President and approved by a two-thirds vote of the Executive Board.

### **Section D. Advisor Replacement**

President will seek advisor replacement with assistance from The Friends of Ohio State Crew. Replacement will be approved by the President, as stated above.

## **ARTICLE VI. ORGANIZATION LEADERSHIP**

### **Section A. Officer Positions**

- A. **President:** The President has responsibility for interaction with the Department of Recreational Sports, oversight of The Team as a whole, and oversight of the Officer Corps and delegation of their duties. The President will lead the Officer Corps in their representation within the FOSC. The President or their designee is solely responsible for reserving campus space for any team event, practice, or recruitment event.
- B. **Vice President of Budgeting:** The Vice President of Budgeting must create and maintain a yearly budget and manage The Team's financial wellbeing. The Vice President of Budgeting will maintain Team accounts, cards, and incoming funds apart from member dues. The Vice President of Budgeting should make efforts to operate in accordance with Article 5. The Vice President of Budgeting or their designee will book travel and reservations.
- C. **Logistics Officer:** The Logistics Officer plans and oversees all Team travel in collaboration with the Director of Rowing/Head Coach, Vice President of Budgeting, and President. The Logistics Officer will coordinate practice and travel transportation and associated vehicle assignments, and overnight room assignments as applicable. The Logistics Officer will coordinate practice schedules with the Captains and Director of Rowing/Head Coach. The Logistics Officer will be responsible for planning and executing The Team's Erg Sprints event.
- D. **Accounts Officer:** The Accounts Officer oversees the collection of all member dues. The Accounts Officer works with the Vice President of Budgeting to establish a dues schedule for the year. It is then the Accounts Officer's responsibility to enforce the dues schedule.
- E. **Communications Officer:** The Communications Officer oversees communications within The Team and may assist communications with any other entity with which The Team interacts as needed by the Director of Rowing/Head Coach or President. The Communications Officer manages Team social media including but not limited to Instagram, Facebook, Twitter, TikTok, and The Team website. The Communications Officer may act as an additional liaison between The Team and the FOSC and may

assist in alumni and parent correspondence. The Communications Officer will work with the Fundraising Officer to coordinate Parent's Club donations.

- F. Fundraising Officer: The Fundraising Officer oversees all Team fundraisers including the Rent-A-Rower program. The Fundraising Officer will work with the Communications officer to coordinate Parent's Club donations.
- G. Safety & Equipment Officer: The Safety & Equipment Officer develops and reviews safety procedures and ensures that they are carried out by members of The Team. The Safety & Equipment Officer is a registered Risk Manager with the Department of Recreational Sports and oversees all other registered Risk Managers on The Team. The Safety & Equipment Officer is responsible for assisting in managing The Team's fleet including maintaining a Fleet Plan in collaboration with the FOSC and the Director of Rowing/Head Coach.
- H. Officers may appoint directors to help them fulfill their duties. Directors are nominated by the officer who wishes to delegate their responsibilities and are appointed by the majority vote of the Officer Corps. Director positions will be subjected to reappointment after officer elections each year. Directors will not have a vote in decisions that require a two-thirds majority of Officer votes. Only the seven elected officers will vote in these cases.

## **Section B. Officer Eligibility**

- A. All officer candidates must be dues-paying members of The Team and be current on all dues and fees, or have been granted immunity from the sitting Officer Corps and Director of Rowing/Head Coach.
- B. Any first, second, or third-year member of The Team may run for the offices of Vice President of Budgeting, Logistics Officer, Accounts Officer, Communications Officer, Fundraising Officer, or Safety & Equipment Officer. Only second and third-year members of The Team may be candidates for the office of The President.
- C. No candidate may be on academic or disciplinary probation.
- D. Any candidate running for President must have attended three open meetings of the Officer Corps.

## **Section C. Officer Selection Process**

- A. Officer elections will be held after Spring Break but no later than 4 weeks before the end of the academic semester. Elections may be postponed by up to two weeks if there is a unanimous vote of the Officer Corps and the consent of the Director of Rowing/Head Coach.
- B. All candidates must nominate themselves in writing to the sitting President at least one week before the election date announced by The President. In this nomination, candidates must indicate the highest-level officer position for which they plan to run. Additionally, they must indicate all other officer positions for which they intend to run in the case that they do not win the election for the initial position.

- C. The nomination must detail all pertinent skills and experience for all potential positions.
- D. Nominees will be accepted up until four days before elections, at which point The President will announce the candidates to The Team.
- E. The President will declare the election open at the previously announced time unless a quorum (Article 11 Section 3) is not present. If a quorum is not present, the election must be rescheduled at a new date to be decided by The President.
- F. The sitting President will run the election.
- G. Voting for officers will be done one office at a time starting with that of the President. The order of elected positions will follow the sequence outlined in Article 5 Section 2 above.
- H. Each candidate will have five minutes to speak on their qualifications for the office and plans for their service if elected. The five minutes will not include time spent answering questions posed by members of The Team. Voting will take place after each set of candidates has presented his/her case for being elected.
- I. Either two coaches designated by the sitting President, the Faculty Advisor, or a representative from Recreational Sports will act as election moderators and count the votes.
- J. A majority, or plurality in the case of three or more candidates, is required to take office.
- K. If there are an equal number of votes for two or more candidates, there will be a re-vote among the highest voted candidates.
- L. If the re-vote does not decide the election, the incumbent Officer Corps will vote to decide the election.
- M. In the case that a member cannot attend the election but still wishes to vote, they may submit an absentee ballot. This ballot will consider all potential candidates, including those that may trickle down from higher positions. The absentee voter will rank all potential candidates for each position, and their vote will count for the candidate for which they ranked the highest out of those still eligible at that point in the election. Absentee voters must submit their ballots to the election moderator no later than one (1) hour before the scheduled start of the election.
- N. If a member is disabled and cannot vote without assistance, the election moderator may help them write in their choice.
- O. Once written ballots for each office have been tallied and a decision has been made, the winner of the position will be announced. Candidates who lost the election for any office may then enter the candidate pool for the subsequent officer positions for which they previously declared their candidacy. This procedure will continue until the election for the Safety & Equipment Officer is complete.
- P.

#### **Section D. Officer Removal**

- Q. If an officer fails to meet the criteria to hold their office, the officer will be asked to step down from his/her position by The President after consultation with the Officer Corps, and a two-thirds majority of the Executive Board in favor.
- R. Grounds to move to remove an officer include but are not limited to: the failure to complete officer duties as outlined, failure to uphold the purpose of The Team as outlined in Article 2, failure to abide by The Team bylaws contained herein, not meeting the expectations regarding commitment outlined in Article 4 Section 2, etc.
- S. The Team President may be removed by the same process as outlined above, but the process must be initiated by the sitting Vice President of Budgeting.
- T. If an officer is removed from his/her position, they are not eligible to run for that officer position in the future.
- U. If an officer steps down from his/her position, they are eligible to run for that officer position in the future.
- V. If an office is empty at any time for any reason, the sitting President will be required to appoint an eligible Team member to fill the office.

## **ARTICLE VII. ORGANIZATION DISSOLUTION**

### **Section A. Dissolution Requirements**

Should the club become unable to function for any reason, dissolution of the club will be considered. The decision to dissolve must be approved by a two-thirds vote of the officer corps. Final confirmation of dissolution shall be made by The Friends of Ohio State Crew.

### **Section B. Dissolution Procedures, including Assets and Debts**

In Case of Disbandment of The Team

- A. In case of permanent disbandment of The Team, all assets of The Team will be transferred to the Friends of Ohio State Crew.
- B. If The Team is suspended for any reason, The Department of Recreational Sports will appoint an Interim President and Interim Treasurer.
- C. The Interim President and Interim Treasurer may
  - a. Transfer signature and check-writing authority for The Team's bank account to themselves within thirty (30) days of suspension,
  - b. Pay existing financial obligations out of The Team's current funds,
  - c. Take inventory of The Team's equipment and write a plan for its storage and safekeeping during the suspension period to be submitted to the Department of Recreational Sports within the first thirty days of the suspension,

- D. During the suspension, no new coaches or staff shall be hired.
- E. During the suspension, all Team assets are frozen and no equipment shall be bought or sold.
- F. Should the Interim President or Interim Treasurer wish to take any additional actions, they must seek approval from the Department of Recreational Sports.

## **ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

### **Section A. Amendment Process**

- A. Any amendments to this Constitution must be approved by a two-thirds majority vote of the active, dues-paying membership of The Team.
- B. Amendments must be submitted to each of the following distinct parties: The Officer Corps, Director of Rowing/Head Coach, and Faculty Advisor at least two weeks prior to a vote.
- C. Two weeks before an amendment vote, changes to the Constitution must be sent in writing to The Team.