



## **BYLAWS OF THE FLIGHT TEAM AT THE OHIO STATE UNIVERSITY**

### **ARTICLE I – PURPOSE AND AUTHORITY**

These Bylaws serve as the operational guide for the Flight Team at The Ohio State University (“the Team”). They provide procedures and details not outlined in the organization’s constitution.

All policies in these Bylaws are subordinate to:

- The Constitution of the Flight Team at The Ohio State University,
- The Council on Student Affairs Student Organization Registration Guidelines,
- The Ohio State University’s rules and policies, and
- Local, state, and federal laws.

Amendments to these Bylaws may be made by a majority vote of the Team Captains and Coaches in consultation with the Advisor.

### **ARTICLE II – MEMBERSHIP CATEGORIES AND EXPECTATIONS**

#### **Section A. Membership Categories**

The Flight Team recognizes three categories of membership:

1. Recruit Team Member
  - No prior competition experience required.
  - Must be a currently enrolled Ohio State student.
  - Aviation Major or Minor preferred.
  - Private Pilot Certificate or higher preferred.
  - Expected to participate regularly in practices and meetings.
2. Team Member
  - Selected to compete or has competed in at least one NIFA SAFECON (Regional or National).
  - Must maintain active participation, commitment to practices, and adherence to team standards.
  - Eligible for travel to regional and/or national competitions.
3. Veteran Team Member
  - Selected to compete, or has competed in, one Regional and one National SAFECON.
  - Expected to serve as a mentor to newer members and assist in training and leadership.

#### **Section B. Membership Evaluation and Status**

- Team Captains and Coaches will evaluate members during the first several weeks of each competition season.
- Members may be designated as Competition Eligible (CE) or Competition Ineligible (CI) based on:
  - University enrollment status
  - NIFA eligibility
  - Attendance and engagement
  - Practice performance and teamwork

#### **Section C. Attendance and Participation**

- Weekly practices are held at least once per week during the academic year.
- Full-team practices are typically held on weekends at the OSU Airport, and weekday evening practices occur on campus.
- Consistent attendance is expected of all members.
- Absences must be communicated in advance to a Team Captain.



### **Section D. Member Conduct and Removal**

Members are expected to:

- Uphold the values and safety culture of The Ohio State University and the Flight Team,
- Adhere to all NIFA, FAA, and OSU regulations,
- Represent the university professionally at all events and competitions.

Failure to meet expectations, misconduct, or violation of team policy may result in removal as outlined in Article IV, Section D of the Constitution.

## **ARTICLE III – ORGANIZATIONAL STRUCTURE AND LEADERSHIP**

### **Section A. Leadership Overview**

The Team operates under the direction of its student officers, coaches, and advisors. Leadership positions may include:

- Team Captains (Student Officers)
- Head Coach
- Senior Coaches
- Assistant Coach
- Event Coaches
- Advisor and Co-Advisor

### **Section B. Team Captains**

Number: 2–3

Term: One competition cycle (1 Regional + 1 National SAFECON), renewable once.

Selection:

- Elected by the prior competition team in July before the fall semester.

Responsibilities:

- Represent the team to Ohio Union & Student Activities.
- Serve as the Primary Leader (President) and Treasurer roles in the Student Organization Directory.
- Coordinate recruitment, practices, and meetings.
- Act as liaison among members, coaches, and advisors.
- Oversee fundraising, sponsorships, and university communication.
- Ensure compliance with all student organization policies.

Removal:

- As detailed in the Constitution, with a vote of leadership and consultation of the Advisor.

### **Section C. Head Coach**

Qualifications:

- Prior NIFA competitor experience (at least 1 Regional and 1 National).
- Prior coaching experience (at least 2 Regionals and 2 Nationals).
- Active involvement with Ohio State Aviation.

Selection:

- Appointed jointly by the Advisor, Senior Coaches, and Team Captains in consultation with Aviation Leadership.

Responsibilities:

- Direct team operations and competition preparation.
- Manage practice coordination and team selection.
- Oversee recruitment and skill development.
- Serve as liaison between team and university administration.
- Support sponsorship and alumni engagement.

### **Section D. Senior Coaches**

Qualifications:



- Former Head Coach or significant prior NIFA coaching experience.

Responsibilities:

- Advise the Head Coach and Team Captains.
- Support event strategy and continuity.
- May serve as interim Head Coach when necessary.

#### **Section E. Assistant Coach**

Qualifications:

- Prior NIFA competitor and coaching experience preferred.
- Employment within Ohio State Flight Education preferred.

Responsibilities:

- Support the Head Coach and Event Coaches as needed.
- Assist in event-specific training and practice coordination.

#### **Section F. Event Coaches**

Qualifications:

- Prior Regional or National NIFA competition experience.

Responsibilities:

- Oversee one or more specific NIFA events (e.g., Aircraft Preflight, Precision Landings, E6B, etc.).
- Develop and share event training materials.
- Support member evaluation and scoring.

### **ARTICLE IV – PRACTICES AND COMPETITIONS**

#### **Section A. Practices**

- Held at least weekly, with additional sessions as competitions approach.
- Attendance is expected of all active members.
- Safety is the top priority during all training activities.

#### **Section B. Competitions**

- Regional SAFECON takes place during the fall semester.
- National SAFECON takes place during the spring semester.
- Participation in competition events is mandatory for selected traveling team members.
- Team members are expected to behave professionally and represent Ohio State responsibly.

### **ARTICLE V – DUES AND FINANCIAL POLICIES**

#### **Section A. Membership Dues**

- Dues are assessed only for members selected to travel to competitions:
  - Regionals: \$100
  - Nationals: \$200

#### **Section B. Financial Hardship**

Members unable to meet dues due to financial hardship may request an accommodation from the Head Coach and Advisor.

#### **Section C. Budget Management**

- The Advisor is responsible for preparing and maintaining the budget.
- All expenditures must be reviewed by the Advisor, Co-Advisor, Head Coach, and Team Captains
- The organization will comply with all university financial policies and procedures.



## **ARTICLE VI – MEETINGS AND COMMUNICATION**

### **Section A. Regular Meetings**

- Regular meetings will be scheduled by Team Captains and Coaches.
- Notices of meetings and practices will be provided via official team communication channels (email, group chat, or Carmen).

### **Section B. Special Meetings**

- The Advisor, Head Coach, or Team Captains may call special meetings as needed.

### **Section C. Communication Channels**

- The official team communication platforms include university email, Carmen/Teams, and approved messaging platforms.
- All members must maintain up-to-date contact information with leadership.

### **Section D. Social Media and Communications Policy**

The Flight Team maintains a separate Social Media and Communications Policy outlining the management of official team accounts, content approval procedures, branding guidelines, and expectations for member conduct on digital platforms.

This policy is reviewed annually by the Team Captains, Head Coach, and Advisor and may be updated as needed without amending these Bylaws.

## **ARTICLE VII – AMENDMENTS TO BYLAWS**

### **Section A. Amendment Procedures**

- Amendments to these Bylaws may be proposed by any officer, coach, or advisor.
- Adoption of amendments requires a majority vote of Team Captains and Coaches, with notification to the Advisor.
- Bylaw changes do not require university approval but must remain consistent with the Constitution.