

IUPUI CREW CONSTITUTION

April 21st, 2003

PREAMBLE

- A. IUPUI Crew was formed April 21st, 2003 to organize a successful [content removed (7-11-03)] rowing team to represent IUPUI. The goals of IUPUI Crew are to be competitive in collegiate rowing, reflect the diversity of students on the IUPUI campus, and to enrich the community of Indianapolis (7-11-03).

ARTICLE I

NAME OF ORGANIZATION

- A. This organization shall be known as the *Indiana University/ Purdue University at Indianapolis (IUPUI) Crew or Rowing Club*. The organization shall be referred to as *IUPUI Crew* or the *club* in this text.

ARTICLE II

MEMBERSHIP

- A. Membership Requirements: Any active IUPUI student in good standing with the university (7-11-03) [content removed (7-11-03)] may join IUPUI Crew. All members must sign a release form for IUPUI Crew, the Indianapolis Rowing Center (IRC), and the National Institute of Fitness and Sport (NIFS). IUPUI Crew members will be expected to attend all IUPUI Crew functions and events, including regattas, practices and meetings. IUPUI Crew members will be expected to row/coxswain IRC boats in a safe and competitive manner. No previous experience will be required. IUPUI Crew members are allowed to vote on issues at IUPUI Crew meetings, and are expected to pay respect to all IUPUI Crew officers and coaches and other members at all times. IUPUI Crew members are expected to act in accordance with the IUPUI Crew Constitution, By-

Laws, Rules, Official Decisions, Officers, Members, Coaches, Eagle Creek Park (ECP), IRC, NIFS, and any other host facilities (7-11-03). All IUPUI Crew functions and events will be carried out in accordance with the National Collegiate Athletic Association (NCAA), IRC, ECP, USRowing, IUPUI, and any host facilities. IRC may determine the maximum size of IUPUI Crew's membership roster.

- B. Non-Active Members (2-8-04): Members who do not regularly attend mandatory club events, and/or do not pay club dues or other fees, and/or do not meet any other requirements of membership will be considered non-active members. Non-active members will remain on the membership roster, but may not vote, may not attend practices, and may not use club equipment. A non-active member may return to active status when the non-active member's membership requirements are met.
- C. Club Dues (2-8-04): All IUPUI Crew members must pay all dues (i.e., club dues, fees for IRC or NIFS) in full amount by the due date to be an active member. Any member who does not pay his/her dues in full by the posted due date will become non-active until the member's dues have been paid in full. Members may keep a positive balance with IUPUI Crew. Positive balances may be used for club dues, fees for IRC or NIFS (during periods of club activity) and/or club merchandise. Upon termination of membership, the former-member's positive balance will be donated to the club's general funds. IUPUI Crew positive balances will absolutely never be payable to members.
- 1) [II,C,1 indefinitely frozen until further notice (4-4-04)] (2-29-04) To be conducted on a monthly basis, each member who attends every practice and meeting, on-time and with active participation, will receive 50% off his/her club dues for the following month, no exceptions. This will not apply toward fees not associated with the club (i.e., NIFS/IRC/USRowing membership fees).

2) [II,C,2 indefinitely frozen until further notice (4-4-04)] (2-29-04) To be conducted on a monthly basis, each member who attends every practice and meeting, on-time and with active participation, will receive 25% off his/her club dues for the following month, not including excused absences. This will not apply toward fees not associated with the club (i.e., NIFS/IRC/USRowing membership fees).

D. Official Practices (2-29-04): All active IUPUI Crew members are expected to attend official practice during the fall season, winter training, and spring season. Summer seasons will be considered unofficial practice time.

1) (2-29-04) Operational definition of tardiness: any member/s who arrive at practice after the initial stretching has begun and/or after coaches' initial daily instructions have been given will be considered tardy.

2) (2-29-04) The coaching staff will also enforce a point system for tardiness, unexcused absences, and unsportsmanlike conduct. Members will be given one point for each infraction. Quantity of points will be taken into consideration when regatta boat assignments are made. This will be enforced at the coaches' discretion.

ARTICLE III

OFFICERS

A. Officers of the Executive Board

1) President: The President shall be an IUPUI student and will preside over all meetings of IUPUI Crew. The President shall execute the laws, regulations and decisions of IUPUI Crew. Unless the President delegates duties to another IUPUI Crew officer or member, the President will be the official representative of IUPUI Crew in dealings with other individuals and organizations including, but not limited to IUPUI, the IUPUI Undergraduate Student

Government (USG), IRC, NCAA, USRowing, and ECP or any other host facility. Other responsibilities include preparing a weekly newsletter for members via email, preparing all IUPUI Campus and Community Life (CCL) paperwork, managing the club's insurance [content removed (10-10-04)], and IUPUI Crew and IRC release forms (2-8-04). The President will have tie breaking and veto rights. The IUPUI Crew Vice President will assume the duties of the President in the President's absence (7-11-03).

- 2) Vice-President: The Vice-President shall be an IUPUI student and assist the President in the discharge of the duties of that office. The Vice-President will be responsible for awareness of membership benefits within the club including, but not limited to providing members with recommendations for academic help and use of club's faculty advisor (2-8-04). The Vice-President shall preside over meetings in the President's absence [content removed (2-8-04)]. The Vice-President will be responsible to the President.
- 3) Secretary: The Secretary shall be an IUPUI student and will be responsible for all administrative duties, including but not limited to, writing emails and letters to IUPUI Crew members and prospective members (7-11-03), IUPUI, IRC, ECP, NCAA, and USRowing. Other responsibilities include contacting IUPUI publications and overseeing the posting of flyers on the IUPUI campus. The Secretary will prepare all press-releases for IUPUI Crew (2-8-04) [content removed (2-8-04)]. The Secretary will record and document official minutes while meetings are in session (7-11-03). In the absence of the Secretary, the IUPUI Crew Vice President will direct the Secretary's duties.
- 4) Treasurer: The Treasurer shall be an IUPUI student and will be responsible for all IUPUI Crew financial affairs. This officer shall collect club dues and fees, manage the club's bank account (10-10-04), pay bills

approved by the IUPUI Crew Executive Board, handle club funds through Activities account and prepare monthly IUPUI Crew budget reports for the Executive Board to review (10-10-04). The Treasurer will be responsible for generating funds for IUPUI Crew. Responsibilities include planning and executing on-campus fundraising activities (2-8-04) [content removed (2-8-04)]. [content removed (10-10-04)] The IUPUI Crew President will direct the Treasurer's duties in the absence of the Treasurer.

- 5) Men's Captain: The Men's Captain shall be an IUPUI student (male), and will be responsible for the behavior and performance of the IUPUI Crew Men's team/s. Captain's responsibilities include safety screenings of new IUPUI Crew members, safety of all involved, and care of all equipment (2-8-04). Assistant Men's Captains will be appointed if necessary. The Men's Captain is expected to attend absolutely every IUPUI Crew meeting and practice. This position is always appointed by the IUPUI Crew Executive Board and never elected.
- 6) Women's Captain: The Women's Captain shall be an IUPUI student (female), and will be responsible for the behavior and performance of the IUPUI Crew Women's team/s. Captain's responsibilities include safety screenings of new IUPUI Crew members, safety of all involved, and care of all equipment (2-8-04). Assistant Women's Captains will be appointed if necessary. The Women's Captain is expected to attend absolutely every IUPUI Crew meeting and practice. This position is always appointed by the IUPUI Crew Executive Board and never elected.

ARTICLE IV

EXECUTIVE BOARD

- A. IUPUI Crew Executive Board Members will consist of, in order of command (7-11-03), the President, the Vice-

President, the Secretary, the Treasurer, and the Men's/ Women's Captains.

- B. Selection Process for elect-able IUPUI Crew Executive Board Members will consist of an election process to be held the first meeting of the Spring Semester. Candidates will be chosen by nomination from any voting member/s (7-11-03). Elections will be done by secret ballot by eligible IUPUI Crew members. The Men's Captain and Women's Captain will never be elected by the entire club. The Men's Captain and Women's Captain will be appointed by the IUPUI Crew coach/es and other (7-11-03) Executive Board members after elections to ensure stability of the club and processes. All candidates for IUPUI Crew offices must remain as an active IUPUI student for the following Spring Semester and following Fall Semester.
- C. Terms of Office will start two weeks after the IUPUI Crew election process. Terms of office will last until two weeks after the next election process. There will be no limit on consecutive terms.
- D. During a vacancy in any office, the IUPUI Crew President shall temporarily delegate the duties of that office to a qualified IUPUI Crew member until the IUPUI Crew members can vote on a permanent replacement.

ARTICLE V MEETINGS

- A. IUPUI Crew Meeting Schedule
 - 1) IUPUI Crew Organizational Meetings will be held monthly. The meeting times and locations will be determined on a per semester basis. The IUPUI Crew members will be notified of the meeting time and location one week prior to each meeting date.
 - 2) IUPUI Crew annual elections meeting will be held on during the first monthly Organizational Meeting of all Spring Semesters. The IUPUI Crew members will be notified of the meeting time and location one week prior to each meeting date.

- 3) IUPUI Crew Officer Meetings will be held monthly. The involved IUPUI Crew members will be notified of the meeting time and location one week prior to each meeting date (7-11-03).

B. IUPUI Crew Meeting Rules

- 1) IUPUI Crew meetings will be lead by the IUPUI Crew President. The President will reserve veto and tie breaking rights for both club decisions and IUPUI Crew Executive Board decisions. Presidential vetoes can be overturned by a three-fourths majority vote of the voting members. All members are expected to attend IUPUI Crew Organizational Meetings. All officers are expected to attend IUPUI Crew Officer Meetings. All members are expected to attend all other IUPUI Crew functions unless prior arrangements have been made (7-11-03).
- 2) IUPUI Crew voting will be done on a per member basis. Only IUPUI Crew members enrolled in classes at IUPUI may vote. Members placed on academic probation, CCL probation, or with a suspended or non-active IUPUI Crew membership may not vote in club decisions (7-11-03). Votes can only be placed by IUPUI Crew members who meet the above criteria, and have attended at least ten practices (11-21-04).

ARTICLE VI
AMENDMENTS

A. Amendments to the By-Laws and Constitution

- 1) The IUPUI Crew By-Laws and Constitution may be amended, repealed, or revised by a majority of IUPUI Crew voting members.
- 2) Motions will be heard and voted on at scheduled IUPUI Crew meetings.
- 3) The IUPUI Crew President will reserve veto and tie breaking rights.

- 4) Presidential vetoes can be overturned by a three-fourths majority vote of the voting IUPUI Crew members.
- 5) All IUPUI Crew amendments and/ or revisions will be effective and enforceable immediately following the voting and announcement of the results (7-11-03).

ARTICLE VII
CONDUCT OF MEMBERS

A. Standards of Conduct

- 1) The behavior of all members of IUPUI Crew must conform to the IUPUI Code of Student Rights, Responsibilities and Conduct.
- 2) Members of IUPUI Crew must also conduct themselves in accordance with the rules and regulations of IRC, NCAA, USRowing, ECP and any host facility or organization.
- 3) IUPUI Crew Executive Board members may take disciplinary action against an IUPUI Crew member if that member's conduct is considered disruptive or interferes, either directly or indirectly, with another member's ability to actively participate in club activities. All IUPUI Crew members are expected to conduct themselves in accordance with the IUPUI Crew Constitution (7-11-03).
- 4) An IUPUI Crew member's failure to conform to all of the above conditions will result in disciplinary action by the IUPUI Crew Executive Board member/s as outlined in Article VIII.

ARTICLE VIII
DISCIPLINARY ACTIONS

A. Specific Disciplinary Actions and Limitations

- 1) Reprimand: Enforcing IUPUI Crew officer informs member of offense via verbal warning or through email.

- a. Enforceable by any member of the IUPUI Crew Executive Board.
- 2) Suspension: Temporary loss of club privileges.
 - a. Enforceable by the President or next in order of command in the President's absence (7-11-03).
 - b. Suspension not to exceed two weeks without a hearing of the IUPUI Crew Executive Board.
- 3) Exclusion: Restriction from a specific IUPUI Crew event or activity.
 - a. Enforceable by the President or next in command in the President's absence (7-11-03).
 - b. Exclusion not to exceed two weeks without a hearing of the IUPUI Crew Executive Board.
- 4) Probation: Conditional participation in club activities provided offending member does not commit another act of misconduct during their probationary period. Members placed on probation will not be authorized to vote in club decisions.
 - a. Enforceable by a majority vote from the members of the IUPUI Crew Executive Board, through a written warning that is filed with the CCL.
 - b. Probation period not to exceed one season (i.e., semester, not including summer sessions).
- 5) Termination of Membership: Permanent loss of all club privileges, including but not limited to, attendance of IUPUI Crew official practice, meetings, and events.
 - a. Enforceable by a majority vote from the members of the IUPUI Crew Executive Board.
 - b. IUPUI Crew member removed may not reapply for IUPUI Crew membership.
 - c. IUPUI Crew member removed may appeal decision to the majority vote of all IUPUI Crew voting members.

- 6) Removal from Office: Removal from an officer position in IUPUI Crew, does not necessarily include termination of membership.
- a. Enforceable by a majority vote from the members of the IUPUI Crew Executive Board.
 - b. Removed officer may appeal decision to the majority vote of all IUPUI Crew voting members.