

Constitution of Humboldt Men's Crew (Rowing)

Revised 7/2022

ARTICLE I (Name)

Section 1. The name of this organization shall be Humboldt Men's Crew. It is commonly known as the Men's Rowing Team/Men's Crew.

ARTICLE II (Purpose)

Section 1. The purpose of this organization is to create a diverse environment in which student athletes learn to be professional, ethical leaders amongst peers, who support one another through the bonds of sport and intercollegiate rowing competition.

ARTICLE III (Affiliation)

Section 1. Men's Crew is affiliated with USRowing (governing body), American Collegiate Rowing Association (ACRA, national) and Western Intercollegiate Rowing Association (WIRA, regional). Men's Crew may have affiliation with other local, national and/or international organizations.

[USRowing link](#)

[ACRA link](#)

[WIRA link](#)

Article IV Membership

Section 1. In order to qualify for membership the individual must be a currently enrolled student at Cal Poly Humboldt.

Section 2. **Voting membership is restricted to matriculated, currently enrolled students at Cal Poly Humboldt.**

Section 3. **All student athlete members of the organization must be matriculated currently enrolled students at Cal Poly Humboldt.**

Section 4. **Membership in the organization will not be denied to anyone on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation, or disability. The prohibition on discrimination on the basis of gender does not apply to social fraternities or sororities or to other university living groups. (Title 5, California Code of Regulations, Section 41500).**

Section 5. **No member of this organization shall engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending this institution (California Code of Regulations, Title 5, Article 2, Standards for Student Conduct, Section 41301(b) (8). Individual students may be disciplined for hazing under Section 41301(b) (8).**

Section 6. Dues will be determined by the coaches, team officers, and team membership at their last meeting of the year for the following year by majority rules voting. Dues will be due before the first regatta of every semester unless otherwise upon with team officers.

Article V Officers

Section 1. The executive power of Men's Crew will be based in the Officers, and Coaches.

Section 2. The officers shall consist of the President, Vice President, Treasure, Travel Secretary, Equipment Manager and Safety Officer.

Section 3. The terms of office shall be 1 AY (Academic Year, including summer) from the final meeting of the year (Spring semester) to the next Spring semester's final meeting when officers are elected.

Section 3. If a vacancy occurs, a special election will be called and voted on by team membership.

Section 4. **All officers of this organization must be matriculated, currently enrolled students at Cal Poly Humboldt. The President and Treasurer of this organization must maintain a minimum overall 2.0 grade point average, must be enrolled in at least 6 units (graduate/post-baccalaureate students must be enrolled in 3 units with a minimum GPA of 3.0), must be in good standing with Cal Poly Humboldt during their term of office, and must not be on any type of probation. Cumulative semester units cannot exceed 150 units for undergraduates and 50 units for graduate/post-baccalaureate students.**

Section 5. The eligibility requirements for each position are as follows

- A. The President shall be finishing a minimum of their second year as a member of Men's Crew, under exceptional circumstances this may be waived by team membership vote.
- B. The Vice President, Treasurer and Equipment Manager shall be finishing a minimum of their first year as a member of Men's Crew.
- C. The Safety Officer shall be finishing a minimum of their first year as a member of Men's Crew, and must be willing to get American Red Cross CPR Certified before taking over.

Section 6. **The President and Treasurer and advisor of this organization are required to complete Alcohol, & Other Drugs Education Training, Anti-Hazing and Title IX [Sexual Violence] Training. Other officers may complete these trainings, if desired.**

Article VI Duties of Officers

Section 1: The officers shall have powers:

- A. To draft the laws and regulations of the organization.
- B. To make appropriations from the treasury.
- C. To fix membership dues/fees and order them collected.
- D. To conduct and/ or dispose of any business of the organization which maybe of an emergency nature.
- E. To amend this constitution.

Section 2: Presidential Duties

- A. To call and preside over all meetings of members and/or officers of Men's Crew.
- B. To inform the Men's Crew Faculty Advisor of all current activities of Men's Crew.
- D. To oversee all officers and their duties.
- E. To review any and all applications that involves the Men's Crew prior to official submission.

Section 3: Vice Presidential Duties

- A. To succeed the role as President if position as President becomes vacant.
- B. To perform all activities necessary for the recruitment of new members of Men's Crew.
- C. To perform all necessary activities for the home regatta (Blue Heron Sprints).
- D. To plan, initiate and conclude the general fundraising activity.

Section 4: Treasurer Duties

- A. To be in control of all financial operation of Men's Crew.
- B. To provide monthly budgetary report of the financial operation of Men's Crew to the officers as well as the team membership.
- C. To oversee and assist in all fundraising activities.
- E. To be in charge of the process of collecting dues, and all money that is rightfully the club's.

Section 5: Travel Secretary Duties

- A. To turn in all necessary forms needed for Men's Crew to travel to their respected competitions.
- B. To decide who gets to ride in what car for each travel event.

- C. To keep minutes of all meetings of Men's Crew and post these minutes in a common place after every meeting, and as well, preserve the minutes as a record of the proceeding and reference for the current officers as well as future officers.
- D. To maintain and update the Men's Crew history/awards on our website and google drive.
- E. To be in control of all Alumni and Friends newsletters.
- F. To update any and all current, past and future Alumni Addresses and phone lists.

Section 6: Safety Officer Duties

- A. To keep all members of Men's Crew safe in any manner deemed appropriate.
- B. To ensure all members have completed their tread water test or wear a life jacket
- C. Make sure all safety equipment is up to date and in the launch prior to practice
- D. Every semester inspect life jackets and recommend replacement if needed.
- E. Maintain and travel with team med kit
- F. Make sure a trainer is present for Home regatta

Section 7. Equipment Manager Duties

- A. To be in control of all inventory (i.e. racing gear, boats, oars, electronics, etc)
- B. To keep track of needed/wish list equipment and repairs to report to other officers and coaches at monthly meetings

Article VII Nomination and Election Procedures

Section 1. After the last team regatta of the Spring season, digital nominations will be requested via officers and coaches. Nominated individuals will be contacted and they must accept nomination.

Section 2. Voting will take place at the final team meeting of the year (Spring semester) and will be elected by majority vote.

Article VIII Advisor

Section 1: **The organization must have a University advisor. This person must be an on-campus faculty or staff. Auxiliary staff and student assistants are not eligible to serve as advisors.** Prior rowing experience is preferred.

Section 2: **The advisor shall be a non-voting member of the organization.**

Section 3: The Duties of the Advisor shall be:

- A. Assist the organization in fulfilling their mission and purpose.
- B. Be knowledgeable of the organization's constitution and bylaws and assist the organization's members in interpreting them.
- C. Be knowledgeable of University policies and procedures regarding student organizations and ensure organization compliance to the best of their ability
- D. Be aware of the organization's activities
- E. Be aware of the organization's financial standing and all financial transactions using the organization's funds
- F. Attend organization meetings at request of coaches and/or officers
- G. Attend Humboldt Bay Rowing Association (HBRA) board meetings and maintain relationship

Article IX Meetings

Section 1. Officer and coaches meetings will be held monthly. Time and place will be decided by the group after elections. Team meetings will be held at the discretion of officers and coaches.

Section 2. Officers and coaches can call a meeting at anytime.

Section 3. More than half of the officers must be present to represent a quorum (4+).

.Article XI Amendments and Bills

Section 1: A bill is any decision, stance or commitment that the club may undertake in order to benefit, provide or aid the club in the future.

Section 2: All bills must be passed by a majority vote of the officers (51%)

Section 3: All amendments must pass by a unanimous vote by the officers (100%) or the unanimous vote of the club's members (100%).

Article XII (Enabling clause)

This constitution must and shall be approved by the current Men's Crew officers. Once passed it will remain the governing rule of Humboldt Men's Crew unless amended or redrafted using the rules of the constitution.

This constitution shall become the official governing document of Humboldt Men's Crew of Cal Poly Humboldt, upon ratification by two-thirds majority vote of the membership, approval and acceptance by the Coordinator of the Office of Student Life and Clubs Coordinating Council of Cal Poly Humboldt.

***Adopted on _____ July 18th 2022_____**

(Record the date the constitution/ bylaws were adopted by the membership)