

# Constitution of the Lafayette Outdoors Society

## Article I: Name

The name of this organization shall be “Lafayette Outdoors Society”

## Article II: Mission

The purpose of this organization shall be to provide Lafayette students to interact with the outdoors, with a particular emphasis on physically and mentally engaging activities in the wilderness. This organization shall teach its members how to respect the outdoors through Leave No Trace principles, teamwork, and an emphasis on safety and personal risk management. Involved members shall have the opportunity to exit the club feeling confident in their leadership and safety in the outdoors.

## Article II: Membership

- 1) Membership in this organization complies with Lafayette College’s non-discrimination policy.
- 2) Members must be students of Lafayette College.
- 3) Membership shall be retained until the student severs relations with Lafayette College whether by graduation, leave of absence, voluntary or involuntary separation from the College. Membership will be retained during the vacation and recesses of the College; however, per College policy, if a student is on an official leave from the College due to suspension of an involuntary separation, they are not permitted to participate in the organization. In order for the above to apply to members, a person must be registered with LOST in Do Sports Easy, as well as have paid their dues to the club for the semester in question.
- 4) In order to attend sanctioned club trips, all members are required to register via the <http://dosportseasy.com/lafayetteclubs/> web site.
- 5) General members can be removed from the club if they are in violation of the club constitution. This shall be done by a majority vote of the executive board in a private meeting, where general members can be removed from the club if they are in violation of LOST rules.

## Article III: Organizational Structure

### SECTION A: EXECUTIVE BOARD

The club shall be governed by an executive board consisting of a President, Vice-President, Secretary, Treasurer, and Public Relations. The duties of each position are stated below:

**The President:** The president shall oversee all activities of the group. In the event of another board member's absence, or if that board member is no longer able to fulfill the responsibilities of their role, the president shall assume their duties. They shall act as the liaison to other clubs and organizations on campus. The president is the chair of the board, and will run the weekly general meetings.

**The Vice-President:** The Vice-President shall assist the president in all of their duties, and will assume those duties in the president's absence. The Vice-President will also be in charge of setting and controlling safety standards for all events that the club puts on.

**The Secretary:** The Secretary will be responsible for maintaining and publishing minutes at every general meeting, and for handling any forms, reports, letters, or other administrative paperwork for the club. They shall also notify members of all of the club's upcoming activities.

**The Treasurer:** The Treasurer shall maintain records of the financial transactions of the group and is responsible for maintaining the budget. The treasurer shall ensure that any member who makes a purchase for the club is reimbursed. They must be knowledgeable of the financial procedures for the club, and will assist in the preparation of the annual budget proposal to the Student Government.

**Public Relations:** The Public Relations head shall be responsible for this organization's campus presence, as well as advertising events. They will also manage the organization's social media accounts and website. They are also responsible for the club's presence at Involvement fairs.

**Impeachment:** Impeachment of any board member may occur if the person fails to uphold his or her duties, or if he or she does not adhere to the mission of the Outdoors Society. The impeachment shall require a discussion among the current board members and committee heads, followed by a 4/5 vote by the board and a minimum 2/3 vote by the committee heads.

In addition, the club will appoint an equipment manager who will be charged with overseeing the purchasing, maintenance, storage, and distribution of club equipment. The executive board shall be elected by the general membership of the club at the closet general body meeting before November 20th, to apply for the following academic year.

## SECTION B: ELECTIONS

The election will take place in the order of President, Vice-President, Secretary, and Treasurer. In order to run for election to the executive board, a member must be nominated for the position. Members may nominate themselves. Once all nominations have been heard, the members present at the election will vote, and the candidate who receives the most votes will be appointed to the position. Elected board members will hold their positions throughout the following academic year. The instructor is not a part of the executive board and may not vote, yet can assist in an advisory position. Team captains and chairs are a part of the board not the executive, meaning they have administrative privileges yet may not vote.

## SECTION C: SUBCOMMITTEES

The club shall be organized into a number of subcommittees, each of which will be dedicated to a specific outdoor activity or set of activities. The subcommittees could include, but are not limited to:

- Hiking
- Camping
- Hammocking
- Water Sports
- Cycling
- Rock Climbing

New subcommittees may be proposed by any active member of the club to the executive board, who will then present the new subcommittee to the general body for a vote. If a majority of those members present and voting are in favor of the new subcommittee then it will be initiated. Each subcommittee would ideally be led by one of the executive board members, but in the event that a new subcommittee is added, this will not necessarily be the case. Each subcommittee will have two committee heads. The leaders of the subcommittees are referred to as “Chair” and are responsible for planning and running the weekend outings for their particular subcommittee, and for reporting on the subcommittee's activities.

## SECTION D: COMPETITIVE TEAMS

The club shall have a competitive cycling team and rock climbing team. These teams shall be headed by their respective committee chair and shall be referred to as “Captain.” They act in both capacities as Chair and Captain. Captains are responsible for organizing practices, practice space, coordinating gear, and scheduling competitions which comply with Lafayette Policies.

## Article IV: Procedures

The club board shall hold meetings once a week. These meetings should occur at the beginning of the week and will be open to the general membership. The quorum needed to hold an effective board meeting shall be five members of the board. The purpose of the weekly meetings will be to review the club's activities over the past week, plan outings for the upcoming weekend, and discuss any administrative issues. The president and vice-president will plan and run the meetings. It will be the responsibility of the secretary to take down minutes and publish these in email format for the membership. These minutes will include details about upcoming outings. Any discussions or debates will follow Robert's Rules of Order.

If a club member wishes to lead a trip, they must attend the weekly meeting beforehand. If they are not trip leader certified and van certified, they must co-sponsor their trip with members who are.

Changes to trips must be made at least one day in advance. In order to make changes to a trip all other trip co-leaders and van drivers must agree to the changes, and the board must approve any changes.

Funding for trips and purchases of gear will be discussed and allocated at weekly board meetings. If additional information is needed outside of board meetings, the treasurer functions as the point of contact.

Club gear may be borrowed for trips unaffiliated with the club, however the gear must be approved in advance by the board and the borrowers of said gear must agree to treat the borrowed equipment with respect. The cost of replacing equipment deemed by the board to be damaged due to the borrower's misuse/negligence will be charged to the misuser. Borrowers will be informed of this clause before they take equipment. Club trips always take priority over personal trips.

## Article V: Amendments

Amendments to this constitution may be proposed by any active member of the club at any of the weekly general meetings. The amendment will be proposed to the executive board, who will then present it to the general body for a vote. If, after voting, a 2/3 majority has voted in favor of the new amendment, then the constitution shall be amended.

## Article VI: Risk Management

All club led trips will have a designated trip leader and at least one safety officer in attendance for every eight members present. Safety officers must have a currently valid

CPR/First Aid certification and be registered in DSE as a safety officer. All trips under control of the Lafayette Outdoors Society must also have a first aid kit on hand that is properly stocked to attend to all, even severe injuries. In the case of a severe injury or upon the request of a participant, EMT or first responders will be called. If first responders are called to an accident, the cost will have to either be handled by the student or students insurance.

All trips will be documented and logged in a "Trip Log Book" which will record trip location, duration, and attendees.

All members in attendance of an event must either use pre approved LOST owned gear, professionally provided gear, or have personal adequate certified specialty gear. Basic gear such as shoes and clothes are a necessity for all members in attendance.

In regards to watersports, participants must have passed a swim test administered by the College and in the case of kayaking, have passed a kayak specific water test, administered by the College.

## **SECTION 2: FINANCES**

The Treasurer is primarily responsible for the keeping of club funds and records. Their work is verified and approved by the President and/or Vice President at weekly officer meetings. All funds that the club receives is provided by the Lafayette college student government organization and therefore is managed by them. All funds that the club receives for each request is used for the purpose of the request in full.

## **SECTION 3: HAZING**

Hazing policy: Lafayette College and Pennsylvania State Law requires that no student participates in and that no student organization allows any of its new members, members, or others to participate in any pre-membership ceremony or practice that involves mental or physical exhaustion or abuse, or in any way interferes with the students' mental or physical ability to perform their work at Lafayette College. These rites must not reflect unfavorably upon either the group or the College or be of a dangerous, rude, or demeaning nature. The President is responsible for ensuring that members understand this policy and that (1) members will be held responsible for violations of this policy and (2) the student organization itself may face charges for violating this policy. For a more comprehensive list of examples of hazing, refer to the Student Handbook.\*

## **SECTION 4: ADVISOR**

The Lafayette Outdoors Society will hire an advisor every year, which will be a paid position. The advisor must be very comfortable in most if not all outdoor settings, and experienced in a wide range of outdoor activities. The purpose of this advisor is to have a

person for the board to review all trip proposals with to make sure that nothing is being missed or forgotten that could drastically affect the outcome of each event. The advisor will also be encouraged to attend trips and interact with the club to benefit the experience of all members. The advisor must not be a current Lafayette College employee or student. The advisor needs to have a current first aid/CPR certification and a Wilderness First Aid certification.

Sebastian Wallach

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President's Name

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President's Signature or Initials

Allison Berardi

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Vice President's Name

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Vice President's Signature or Initials