

## **Constitution of Lafayette College Running Club**

### Article I—Name

The name of this organization shall be “Lafayette Running Club.”

### Article II—Purpose

1. To provide students with an opportunity to get and remain in good physical form
2. To encourage runners of all levels of ability to pursue their personal fitness goals
3. To positively represent Lafayette in nearby competitions

### Article III—Membership

Membership is open to all students in the Lafayette Community. All members are invited to every club sanctioned event.

All members must register at <https://recreation.lafayette.edu/join-a-sports-club/> to participate in club practices and events.

### Article IV—Elections

The organization has the following officers listed in Article V. Election for these positions occurs no earlier than Fall Break and no later than Thanksgiving Break. Responsibilities begin the Monday after Spring Break and last one year. During the interim between the election and assumption of board status, the outgoing board should train the incoming board in their duties. After the incoming board takes power, the outgoing president becomes the President Emeritus and attends board meetings as a non-voting member to provide guidance.

As election integrity is paramount, an anonymous nomination survey will be sent via email to the club members with at least 72 hours to nominate officers for the election. Additionally, active members will have at least 72 hours to register to vote. An active club member is defined as any individual who has either (i) attended three or more practices in the most recent 30 days, (ii) attended two or more races in the most recent semester, or (iii) receives a grant of active membership by the president. Once the nomination period ends, the secretary will contact all nominees, and they will have at least 24 hours to accept the nomination. If they do not respond, then it will be assumed that they decline the nomination.

Once nominations are accepted, an anonymous election form will be emailed to all those who registered to vote. They will have at least 72 hours to vote. Once the voting period ends, the winners will be determined by the Instant-Runoff Voting Method. If a tie for a position occurs, the individual with more first-choice votes will win. If a tie still exists, the individual with more second-choice votes will win, and so on. If a tie still exists, the two individuals will be voted on

again in a separate election by the members. All votes must be counted, and a winner must be declared within 48 hours of the election closing.

If two thirds of club members votes to pass a resolution of no confidence, which occurs due to poor leadership, then an election will be held in accordance with the constitution. Such an election must be held through an anonymous form with only active club members voting. A vote of no confidence is triggered either by the president requesting such a vote or by two active members supporting the measure. The election process, which begins with nominations, must begin within one week of the vote of no confidence. The newly elected board will take office 24 hours after the winners are declared.

#### Article V—Officers

*President:* The president shall oversee all activities of the group and assumes the responsibilities of another board member in the event of their absence. Attends and leads Club Sports meetings, registers the club for races. Primary planner for workouts. Certified in CPR and First Aid Training each semester. The president is the chair of the board, and will run the weekly general meetings. In times of severe club distress, the president may subsume all board powers until either (i) a new election is held in accordance with this Constitution or (ii) the president determines that normal board activities may resume.

*Vice President:* Assists president and assumes president's duties in the event of his/her absence. Serves as the primary safety officer. Certified in First Aid Training each semester. The Vice President is also in charge of the Club's social media accounts and spearheads social initiatives.

*Secretary:* Records information from executive board meetings and sends emails to the club members alerting them of practice times and race times and locations. Responsible for handling any forms, reports, letters, or other administrative paperwork for the club.

*Treasurer:* Maintains records of the financial transactions of the group and is responsible for maintaining the budget. Drafts and submits a budget to Student Government in the spring semester. Attends financial related Club Sports meetings.

*Captain(s):* The captain(s) will assist the other officers in running day-to-day practices and provide guidance and advice to newer runners. Anyone serving as a captain must be a certified safety officer. The outgoing president will determine whether zero, one, or two captains will be elected for the upcoming term. At the president's discretion, captains may be a voting member of the executive board.

Should someone resign from the board with less than one semester left in their term, the President will nominate a replacement, who will be confirmed by a majority vote of the executive board. This occurs, for instance, when an officer goes abroad for the spring semester.

#### Article VI—Meetings

During the fall and spring, this club will meet five times a week in varying locations depending on the day's workout. In the winter, practices may be limited to three times a week. Practices are held at the board's discretion, with the president having the ultimate decision. There is no quorum for each practice, so long as there is at least one member of the executive board that can ensure correct routing. The executive board will meet to discuss practices, races, and other club operations as seen fit by the president. A meeting must be held to discuss the club's finances and budget every spring before submitting the budget to the Student Government. The president will chair each administrative meeting.

#### Article VII—Procedure

The meetings of this organization shall be conducted according to parliamentary law as defined in *Roberts' Rules of Order*.

#### Article VIII—Amendments

Amendments may be added to this constitution by a 2/3 majority vote of the active members of the organization or a 2/3 majority vote of the executive board.

#### Article IX—Risk Management

##### **Section I: Injuries**

###### a) In the Event of Injury

- i. At least one executive board member will be certified in first-aid and one in CPR to ensure that any injuries that might occur can be dealt with properly. At least one executive board member will carry a phone during practice to get additional help for a club member in case of emergency.

###### b) Injury Prevention

- i. The executive board will educate club members of general running safety guidelines at the start of the year which all members will be expected to adhere to.
- ii. It is the club members' responsibility to inform the executive board of any relevant recent or ongoing injuries/health concerns (shin splints, asthma, etc.) that could limit their physical performance during a practice. The executive board will meet with an individual to discuss which workouts they are or are not capable of doing.
- iii. The executive board will lead the club in stretches directly after practice to reduce the potential for injury.
- iv. The executive board will provide a conditioning plan that balances work outs and recovery days.

###### c) Running Safety Guidelines

1. Don't wear headphones. Use your ears to be aware of your surroundings. Your ears may help you avoid dangers your eyes may miss during evening or early morning runs.
2. Run against traffic so you can observe approaching automobiles. By facing on-coming traffic, you may be able to react quicker than if it is behind you.
3. Look both ways before crossing. Be sure the driver of a car acknowledges your right-of-way before crossing in front of a vehicle. Obey traffic signals.
4. Always stay alert and aware of what's going on around you. The more aware you are, the less vulnerable you are.
5. Trust your intuition about a person or an area. React on your intuition and avoid a person or situation if you're unsure. If something tells you a situation is not "right", it isn't.
6. Know where open businesses or stores are located in case of emergency.
7. Run with a partner. During group runs, go single file.
8. Write down or leave word of the direction of your run. Tell friends and family of your favorite running routes.
9. Avoid unpopulated areas, deserted streets, and overgrown trails. Avoid unlit areas, especially at night. Run clear of parked cars or bushes.
10. Ignore verbal harassment and do not verbally harass others. Use discretion in acknowledging strangers. Look directly at others and be observant, but keep your distance and keep moving.
11. Wear reflective material if you must run before dawn or after dark. Avoid running on the street when it is dark.
12. Practice memorizing license tags or identifying characteristics of strangers.
13. When using multi-use trails, follow the rules of the road. If you alter your direction, look over your shoulder before crossing the trail to avoid a potential collision with an oncoming cyclist or passing runner.
14. CALL POLICE IMMEDIATELY if something happens to you or someone else, or you notice anyone out of the ordinary. It is important to report incidents immediately

## **Section II: Finances**

The officers will discuss the club's financial outlook at least once a semester. Each spring, a budget will be submitted to student government.

## **Section III: Hazing**

- a) Lafayette Running Club will not tolerate hazing in any manner. We will remain in full compliance with both college policy and Pennsylvania state laws regarding hazing. Any athlete found to be in violation of college policy or Pennsylvania State Law will be reported to Club Sports administration.

- i. If a situation arises in which an act of hazing has occurred within our team, it is the responsibility of the officers to mediate the situation and get the club sports directors involved in order to handle the situation. If the executive board is involved in an act of hazing, it is the responsibility of the other team members to report the incident to the club sports directors. Any member involved in an act of hazing is subject to removal from the team. Any officer involved in an act of hazing is subject to impeachment of their position and removal from the team.
- b) College Policy
- i. The Lafayette College Student Handbook states: Lafayette College requires that no group allow any of its members (returning or new), or others to participate in any pre-membership ceremony or practice which involves mental or physical exhaustion or abuse, or would in any way interfere with the students' mental or physical ability to perform their work at Lafayette College.
  - ii. As stated in the Lafayette College Student Handbook hazing includes:
    1. Pressuring, urging, or encouraging anyone to consume alcohol or drugs.
    2. Physical activity (e.g., middle-of-the-night-calisthenics) that is not a part of organized group sports events.
    3. Paddling, shoving, or striking in any manner.
    4. Pressuring individuals to wear degrading or uncomfortable clothing.
    5. Force-feeding.
    6. Disrupting sleep.
    7. Depriving individuals of regular meals and the opportunity for adequate personal hygiene.
    8. Individual interrogations such as "rat-court" or "kangaroo-court".
    9. Throwing or pouring substances on anyone.
    10. Any activity that interferes with students' attending class or studying.
    11. Harassment or disruption of other residences or groups.
    12. Any form of restriction of a person's freedom of movement.
    13. Nudity as part of an initiation activity.
    14. "Line-ups" of any type.
    15. Any activity that tends to or actually degrades, humiliates, ridicules, embarrasses, or intimidates another person.

#### Article X—Statement on Discrimination

Running Club and the executive board does not tolerate any forms of discrimination on the basis of race, color, gender, sex, age, national origin, religion, disability, or sexual orientation. If any member, as part of the executive board or otherwise, violates this article, the individual(s) will be asked to step down from their position or membership.

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Print Co-Founder Name

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Print 2<sup>nd</sup> Co-Founder Name

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Signature of Co-Founder

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Signature of 2<sup>nd</sup> Co-Founder

**Amendments:**

Spring 2018 - President Andrew Schmid, Vice President Elaine Huang

Winter 2020 - President Andrew Schmid, Vice President Ian Bowe

Fall 2021 - President Aaron Shoemaker, Vice President Kristen Steudal, Secretary Anna Kunz, Treasurer Andrew Scardina, and Captain Evelyn Locke-Tittle