

Club Field Hockey  
Lafayette College  
CONSTITUTION

**ARTICLE I: Name**

The name of this organization shall be the Lafayette College Club Field Hockey Team.

**ARTICLE II: Purpose and Scope**

**Section 1: Purpose Statement**

The purpose of this club is be a student-run organization at Lafayette committed to playing Field Hockey and bringing those who love the sport together.

**Section 2: Goals/Objectives**

In pursuit of this general purpose, the Lafayette College Club Field Hockey Team will aim to:

- A. Hold practices and games to allow students to pursue their passion of field hockey
- B. To foster an inclusive environment for players of all levels and backgrounds
- C. To allow a space where students can continue playing or begin playing the sport of field hockey

**Section 3: Relationship & Policy Agreement**

As a recognized Lafayette College student organization, the Lafayette College Club Field Hockey Team will have access to advising and resources through the Division of Student Life and the Lafayette College Student Government, however, the Lafayette College Club Field Hockey Team activities are not supervised by Lafayette College staff or Student Government Representatives. The members of the organization itself are responsible for following all College policies and state laws and for ensuring the safety, security, and appropriate and lawful behavior of the membership as well as any students involved in activities sponsored by the organization.

**Section 4: Affiliation**

Lafayette College Club Field Hockey Team is involved in the National Field Hockey League, a governing body for USA Collegiate Club Field Hockey. The NFHL provides tools to schedule games/scrimmages with schools across the nation.

Lafayette College Club Field Hockey Team plays regional teams (typically within a 2 hour radius) on weekends.

**ARTICLE III: Membership**

**Section 1: Nondiscrimination**

In keeping with Lafayette College's policy of nondiscrimination, membership in Lafayette College Club Field Hockey Team is open to all students of Lafayette College, regardless of race, color, national or ethnic origin, disability, religion, age, military or veteran status, sex, sexual orientation, gender identity or expression, marital or familial status, pregnancy, genetic information, or any other characteristic protected by law.

**Section 2: Active Members**

Active membership in the Lafayette College Club Field Hockey Team shall be limited to students who are currently enrolled at Lafayette College. A person is an active member by attending regularly scheduled

practices and games. Active members are able to study abroad. Active members must attend at least one meeting per month. Active members are eligible to vote and hold office. Other members of Lafayette College such as faculty, staff, and alumni may participate but only as non-voting associate or honorary members. All members must register on Do Sports Easy (DSE) via <https://recreation.lafayette.edu/join-a-sports-club/> website.

### **Section 3: Selection of New Members**

To obtain active member status, prospective members can join after attending two consecutive practices. There is no formal application or interview required. To maintain active membership, members must attend at least two meetings each month.

### **Section 4: Hazing**

Lafayette College requires that no student participate in and that no student organization allow any of its prospective members, new members, members, or others to participate in any 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. Hazing, whether it occurs on or off campus, is prohibited and will be subject to sanctioning through the conduct process.

### **Section 5: Voluntary Member Withdrawal**

Any member can, at any time, voluntarily withdraw their membership from the organization.

### **Section 6: Non-Voluntary Member Withdrawal**

A member can be removed from the organization by...

- A. The membership may request that an active member be removed if their conduct violates the College's Code of Conduct in a manner warranting disciplinary action from the College. The Organization Advisor should serve as a non-voting mediator for these proceedings. The removal of an Executive Officer is described in Article 6, Section 6.
- B. The active member should be given notice of concerns raised by the membership (verbal and in writing) by the Executive Officers with the Advisor present.
- C. A second meeting should be held between the active member, Executive Officers, and Advisor to discuss the concerns and determine the outcome.

## **ARTICLE IV: Organizational Leadership**

### **Section 1: Officers**

The officers of the Lafayette College Club Field Hockey Team shall be the President, the Vice President, the Secretary, and the Treasurer, which will serve as the Executive Committee. There is no coach/instructor for this club. Captains are part of the Executive Board and are permitted to vote.

#### **Section 2:** The President shall:

- A. Attends practices, games, and any student organization meetings.
- B. Enforces the Constitution and mediates conflict, if present.
- C. Organizes the scheduling of meetings, practices, and games.
- D. Serves as the chief executive officer of the organization
- E. Serves as the primary contact and external liaison for the organization

#### **Section 3:** The Vice-President shall:

- A. Assist the President in oversight of the organization.
- B. Will serve as the primary safety leader/risk manager.

- C. Attends all practices, games, and scheduling meetings.
- D. Assumes the duties of the President in the event of the President's absence or removal from office
- E. Coordinates organizational recruitment and retainment efforts
- F. Serves as Parliamentarian

**Section 4:** The Secretary shall:

- A. Attend all practices, games, and scheduling meetings.
- B. Keeps a record of all members of the organization
- C. Keeps a record of all activities of the organization
- D. Creates and distributes agendas for each meeting of the organization
- E. Notifies all members of practices and games
- F. Keeps and distributes minutes of each meeting of the organization
- G. Prepares the organization's calendar of events
- H. Handles all official correspondence of the organization

**Section 5:** The Treasurer shall:

- A. Be responsible for the fiscal and economic duties of the Club.
- B. Attend all practices, games, and scheduling meetings.
- C. Keeps all financial records of the organization
- D. Prepares and submits budget requests
- E. Is familiar with accounting procedures and policies

**ARTICLE V: Advisor**

**Section 1:** The Lafayette College Club Field Hockey Team will be advised by a Lafayette College faculty, staff, or a full-time employee.

**Section 2:** The organization is free to select any eligible employee to serve as the advisor to the organization. Upon selection, the advisor must be approved by the Director of Student Involvement.

**Section 3:** The Advisor shall:

- A. Provide guidance and support
- B. Advise the group on College policies and procedures and risk management
- C. Attend meetings and major functions of the Lafayette College Club Field Hockey Team

**ARTICLE VI: Officer Terms and Election Procedures**

**Section 1: Term**

The terms of all officers of the Lafayette College Club Field Hockey Team shall be one calendar year. Officers may serve multiple consecutive terms.

**Section 2: Election Timeline**

All officers shall be elected on or before the last day of the fall semester, their term effective beginning the first day of the spring semester. The club will then follow a president-elect, past president system to ensure the reliable and accurate transfer of information needed to run the club. A representative from

the Office of Recreation Services can be made available to audit the election process and count votes, upon request.

### **Section 3: Officer Criteria**

All officers shall be elected from the active members. Any student seeking to hold office must have and maintain good academic and judicial standing. All officers are required to have at least one semester of experience on the team.

### **Section 4: Election Process**

- A. The President or officer will announce that elections will be occurring and communicate the process and timeline to the active members.
- B. A quorum (simple majority) of active members must be present for all meetings where nominations or elections take place.
- C. Any member may nominate any active member for a position, including themselves. All nominations must be accepted by the nominee in order to be considered.
- D. Nominations will be closed by the President after all nominations are accepted for each office.
- E. In the event that only one individual accepts a nomination for a position, they will assume the position for the coming year. If two or more individuals accept the nomination, it will be put to a vote.
- F. Voting shall occur by a secret ballot distributed to each active member in attendance at the meeting or through an online poll. The ballots shall be tabulated by any officer not on the ballot and/or the Advisor. A majority is required to elect Executive Officers.

### **Section 5: Officer Resignation**

Any officer can, at any time, voluntarily resign from their position with proper notice given to the other officers and Advisor.

### **Section 6: Officer Impeachment**

Officers can be impeached by:

- A. The membership may request that an Executive Officer step down from their duties for failing to complete the duties of their office or if their conduct violates the College's Code of Conduct in a manner warranting disciplinary action from the College. The organization's Advisor should serve as a non-voting mediator for these proceedings. The impeachment hearing must occur while classes are in session. The Executive Officer should be given notice of concerns raised by the membership (verbal and written communication) at a regular meeting at which three-fourths (3/4) of the active members are present.
- B. At the next regular meeting, three-fourths (3/4) of active members must be present in order for the impeachment hearing to begin. The moderator of the impeachment hearing will be the President unless they are being impeached, in which case it will be the Vice President. The moderator cannot be the Officer being impeached. Each side will be given the opportunity to present their case and the active members may ask questions.
- C. The membership upon hearing the case shall vote. A three-fourths (¾) affirmative vote of all present members is required to remove the Executive officer from office.
- D. The impeachment process for a captain will follow the same format as for an officer.

### **Section 7: Officer Succession**

Should the office of the President be vacant, the Vice President shall become the President and assume all of the responsibilities of that office. Should the office of any of the remaining officers become vacant, a special election will be held at the next meeting, following the process outlined in Article 6, Section 4.

#### **ARTICLE VII: Meetings and Programs**

**Section 1:** The first meeting of the fall semester shall be within two weeks after classes start.

**Section 2:** At least one practice or game should be held per month. A practice or game is defined as an official publicly advertised event with quorum present and minutes recorded.

**Section 3:** Quorum: A simple majority of the membership is required to conduct business (half plus one).

**Section 4:** Robert's Rules of Order shall govern meetings in all cases except when in conflict with this constitution and with general College regulations.

#### **ARTICLE VIII: Constitutional Amendments**

Section 1: Amendments to the Constitution must be proposed in writing by an active member of the Lafayette College Club Field Hockey Team at any regular meeting at which two-thirds ( $\frac{2}{3}$ ) of the active members are present.

Section 2: Proposed amendments shall be voted upon only after two regular meetings following the introduction of the proposal and discussion period.

Section 3: Proposed amendments will become effective following a three-fourths ( $\frac{3}{4}$ ) affirmative vote of the active members.

#### **ARTICLE IX: Risk Management**

Section 1: Injuries

- A. At least one safety officer will be present at the scheduled practices or games.

Section 2: Finances

- A. Funds will be used for their designated purpose and any funds used outside of their specified purposes will result in immediate impeachment of the individual and will be dealt with by the School.

Section 3: Hazing

- A. Absolutely no hazing is permitted on the team. If there is an incidence of hazing, the incidence will be reported to Recreation Services Staff and the School right away. The person involved in the incident will be barred from being an active member on the team, with potential disciplinary action.

#### **DOCUMENT HISTORY:**

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