

# LAFAYETTE COLLEGE STUDENT GOVERNMENT

## Constitution of "Ultimate Frisbee Club"

### Article I --- Organization Name

The name of this organization shall be "Ultimate Frisbee Club", also referred to as Aflicktion

### Article II --- Purpose

#### **Section 1: Purpose Statement**

The purpose of the Ultimate Frisbee Club is creating a fun and inclusive environment where people can learn and practice the sport of Ultimate Frisbee

#### **Section 2: Goals/Objectives**

In pursuit of this general purpose, the Ultimate Frisbee Club will aim to:

- A. Be open and accepting to anyone that desires to join the club
- B. Help people with varying amounts of frisbee experience learn the sport
- C. Make frisbee easy and accessible to everyone!

#### **Section 3: Relationship & Policy Agreement**

As a recognized Lafayette College student organization, the Ultimate Frisbee Club will have access to advising and resources through the Division of Student Life and the Lafayette College Student Government, however, the Ultimate Frisbee Club 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**

The Ultimate Frisbee Club will not participate in any specific local league, but will instead go to tournaments hosted by nearby colleges that contact us about tournaments they are hosting through our team email.

Benefits of membership include opportunities to go to tournaments that would not be accessible without a team, practice and field times, and an amazing and inclusive environment.

### Article III ---- Membership

#### **Section 1: Nondiscrimination**

In keeping with Lafayette College's policy of nondiscrimination, membership in Ultimate Frisbee Club 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 Ultimate Frisbee:

- 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.
- 4) All members must register on dosportseasy (<http://dosportseasy.com/lafayetteclubs/>).
- 5) 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.

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

To obtain active member status, prospective members can join after attending 3 or more practices. There is no formal application or interview required. To maintain active membership, members must actively participate in team activities, which includes practice, but also less official team 'dinners' and other group activities. Along with this practice must be attended at least once a 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, or if the member is displaying concerning behavior that has been made aware to the members. 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/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**

The officers of the Ultimate Frisbee Club shall be the President, Vice President, Secretary, Treasurer, and Captains and all are permitted to vote (see board positions and responsibilities in appendix)

- Officers shall be registered undergraduates in Lafayette College who are in good judicial and academic standing

### **Article V ---- Advisor**

**Section 1:** The Ultimate Frisbee Club 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 provide guidance and support and advise the group on College policies and procedures and risk management

### **Article VI ---- Elections**

#### **Section 1: Term**

The terms of all officers of the Ultimate Frisbee Club 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, with their term beginning the first day of the spring semester.

#### **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. *Anyone knowingly attending their last semester is not allowed to run for a position as our elected positions are year long commitments.*

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

- A. The President will announce that elections will be occurring and communicate the process and timeline to the active members.
- B. A anonymous google form will be sent out to all active members to nominate other active members for positions
- 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 an anonymous google form to active members and the majority of active members must vote. Those that are up for election are allowed to vote.

#### **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 and another election will occur by the election process

#### **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 (3/4) affirmative vote of all present members is required to remove the Executive officer from office.

Captains will follow the same removal process as executive officers

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

Should any of the offices be left open another election will take place, there is no automatic line of succession, but those with existing roles are allowed to run for the open position, following the process outlined in Article 6, Section 4. During the interim period, before another officer is elected into that position, the highest ranking current office member will fill the empty position.

### **Article VII ---- Meetings**

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

**Section 2:** A business meeting will be held when necessary, but at least three per semester. A quorum must be present within the executive board, minutes must be recorded, and anyone who desires to attend is allowed to. If a problem or concern would be better handled by a smaller group of the board that is okay, but will not count as a meeting. Meeting as a group is recommended at the beginning and end of every semester and before big events, with constant communication during the semester and breaks.

**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 ---- Adding Constitutional Amendments

**Section 1:** Amendments to the Constitution must be proposed in writing by an active member of the Ultimate Frisbee Club 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

This club will follow these guidelines when coming into situations dealing with Risk Management:

### Section 1: Injuries

- A. During both practice and tournaments, the team will follow the Official Rules of Ultimate guidelines, established by the USAU, which prohibits "dangerous play." Dangerous play is considered to be actions demonstrating reckless disregard for the safety of or posing a significant risk of injury to fellow players, or other dangerously aggressive behavior.
- B. A trainer will be present at team-hosted tournaments.
- C. The team will require that two board members be safety officers trained in CPR and first aid. At least one safety officer must be present at each practice and tournament.
- D. Risk mitigation can never prevent all accidents. Athletes must be fully informed of this, and they participate at their own discretion.

### Section 2: Finances

- A. The Treasurer will be responsible for maintaining the budget for the year and will be in communication with the Student Government for budget requests and allocations. The Treasurer should communicate with the President for large requests

### Section 3: Hazing

- A. To reduce the risk of acts or behaviors which could be categorized as hazing, the team will not condone or perpetuate acts of hazing.
- B. Any instances of hazing will be evaluated by the officers of the club. Members who are proven to commit acts of hazing will be considered for suspension from the team.

## Appendix:

### Board Positions: Roles & Responsibilities

#### President

- I. Fall home tournament
  - A. Reserve field
  - B. Inform alumni immediately with chosen date
  - C. Invite other teams
  - D. Organize trainer & field
- II. Spring home tournament
  - A. Reserve gym/field
  - B. Inform alumni immediately with chosen date
- III. Lead team philosophy & moral
  - A. Team meetings & after-practice announcements
  - B. Address issues that arise, either individually or brought up among the board
  - C. Encourage & enforce respectfulness from teammates
- IV. Lead board
  - A. Run board meetings
  - B. Hold board members accountable for their responsibilities
  - C. Monitor overall schedule, proactively preparing for coming events
- V. Spring break
  - A. Rental cars
    1. Assign drivers/get drivers approved
    2. Organize car assignment draft
  - B. Tournament
    1. Choose week
    2. Register & pay tournament fee
  - C. House
    1. Find & place deposit
    2. Communicate spring break experience to freshmen & cost to whole team
- VI. Meetings & Logistics
  - A. Practice time meeting
  - B. Sign up for involvement fair booth
  - C. Enough members registered on DoSportsEasy
  - D. Registered "safety trained" members
  - E. Budget meetings
- VII. Delegate appropriately to VP

#### Vice President

- I. Share duties of president
  - A. Assist different board members in times of need
  - B. Organize everything and make sure everyone is getting their roles done
- II. Head Risk Management as the primary safety leader
  - A. Try best to be a registered safety officer through the school
  - B. Follow risk management protocol as in Article IX, section 3

## **Treasurer**

- I. Submit tournament bids
  - A. Print out & collect invoices & W-9 from schools as needed
  - B. Hand in forms to Kelly Deemer & make sure funds are transferred
  - C. Submit two Tuesday's before tournament date
- II. Budget
  - A. Create a semesterly/annual team budget
    1. Update team budget with current expenses
    2. Consistently compare actual expenses to budget & evaluate financial situation (on track or over/under budget)
    3. Communicate situation & adjust accordingly
  - B. Attend budget meetings in April
  - C. Submit budget request
- III. Maintain contact with Kelly Deemer/Student Government Treasurer
- IV. Have access to OurCampus
  - A. Submit budget requests & buy items using our account as needed

## **Secretary**

- I. Emails
  - A. Send day-of practice reminders
  - B. Disseminate tournament information in advance of relevant weekend
  - C. Entertain & engage
- II. Keep informed of all goings-on & share appropriately with team
  - A. Maintain updated tournament schedule for team to refer to
- III. Board meeting minutes
- IV. Monitor team email
  - A. Monitor "suggestion box" google form & bring to board meetings
- V. Organize team google drive
- VI. Elections
  - A. Offer clear explanation of election process in anticipation of upcoming election
  - B. Collect nominations & qualifications
  - C. Create ballot
  - D. Disseminate results

## **Captains**

- I. Quad
  - A. Lead quad with name circles, tossing, & scrimmaging
  - B. Bring cones & discs
- II. Practices
  - A. Attend practice time meeting
  - B. Plan approach & progression of semester going into the year
  - C. Meet throughout semester to plan drills & organization of practices
  - D. Run practices
    1. Bring cones & discs
- III. Schedule Tournaments
  - A. Email and contact other groups
  - B. Distribute people into teams (a/b, x/y, competitive/casual) & share before tournaments
  - C. Captain teams at tournaments

1. Be present at captains' meeting
  2. Run warm up/stretching
  3. Decide on approach. Ex. set up sub rotation, enforce equal playing time, distribute playing time, or call lines strategically
  4. Assist first years & teammates
  5. Facilitate sideline engagement
  6. Lead spirit circles, cheers, & games
- IV. Fall home tournament
- A. Create teams
  - B. Create bracket, schedule, & rules to send to all attending
  - C. Bring cones & discs
  - D. Run captains' meeting
  - E. Announce soft & hard caps
- V. Spring home tournament
- A. Create teams
  - B. Create bracket & schedule
  - C. Bring cones & discs
- VI. Incorporate additional ultimate as seen fit
- A. LVU pickup
  - B. LVU leagues
  - C. Hat tournaments

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 Print Co-Founder Name

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

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