

Men's Club Volleyball  
Lafayette College  
CONSTITUTION

**ARTICLE I: Name**

The name of this organization shall be "Men's Club Volleyball".

**ARTICLE II: Purpose and Scope**

**Section 1: Purpose Statement**

The purpose of this club is to assemble a team of men to practice the sport of volleyball at a competitive level and play in tournaments scheduled by the National Collegiate Volleyball Federation's Mid-Atlantic Collegiate Volleyball Conference (MACVC)

**Section 2: Goals/Objectives**

In pursuit of this general purpose, Men's Club Volleyball will aim to:

- A. Hold two practices a week, one of which is limited strictly to members on the travel roster.
- B. Maintain membership with the National Collegiate Volleyball Federation (NCVF) and its regional branch, the Mid-Atlantic Collegiate Volleyball Conference (MACVC) in order to play during the spring semester.
- C. Schedule multiple "pre-season" games or tournaments with other schools in the fall semester so that members have the opportunity to play other club teams year-round.

**Section 3: Relationship & Policy Agreement**

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

Men's Club Volleyball is affiliated with the Mid-Atlantic Collegiate Volleyball Conference (MACVC), which by extension affiliates the club with the National Collegiate Volleyball Federation (NCVF). Affiliation is maintained through the payment of an annual membership fee and the attendance of 2 pre-season meetings. The primary benefit of membership is the ability to participate in tournaments throughout the spring season that are planned and managed by the MACVC. Depending on the club's performance during the spring, membership may also allow for the team to participate in the regional or national tournament. Additional benefits of membership include discounts on apparel and equipment from partnered companies and easy communication between other schools for pre-season matches in the fall.

**ARTICLE III: Membership**

**Section 1: Nondiscrimination**

In keeping with Lafayette College's policy of nondiscrimination, membership in Men's Club Volleyball 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 Men's Club Volleyball shall be limited to students who are currently enrolled at Lafayette College. Membership shall be retained until the student severs relations with Lafayette College whether by graduation, leave of absence, or other means of 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. A person becomes an active member by registered on DoSportsEasy (DSE) via <https://recreation.lafayette.edu/join-a-sports-club/>. Individuals not registered on DoSportsEasy are not allowed to participate in any club activities. All active members are expected to attend on open practice days, and active members on the travel team are expected to attend both open practices and travel team practices. Students who are abroad may maintain active membership for the purposes of voting or running in club elections. 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.

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

Any student at Lafayette College, so long as they are registered on DSE, may be considered a member of Men's Club Volleyball; there is no formal application or interview required. However, interested active members may participate in tryouts out for the "travel team" at the beginning of each semester. The travel team roster is limited to 14 spots, the occupants of which are decided by the three practice captains based on tryout performances and an availability.

### **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 the following process:

- 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 Men's Club Volleyball shall be the President, the Vice President, the Secretary, the Treasurer, and the Social Media Chair, which will serve as the Executive Committee. Additionally, the club will elect three Practice Captains. This position is not a part of the executive committee, so executive officers may also hold a position as a Practice Captain.

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

- A. Maintain membership with the MACVC and NCVF by going to required meetings, filling out the payment, registration, and availability forms, and familiarizing themselves with the rules and regulations of the NCVF
- B. Serve as the primary contact and external liaison for the club
- C. Schedule scrimmages/tournaments during the pre-season (fall semester)
- D. Take care of any logistics or documentation required for home or travel tournaments (such as reserving gym space, renting cars, or submitting a travel roster on DSE)

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

- A. serve as the primary safety leader/risk manager of the club
- B. announce and run elections at the end of each fall semester
- C. Ensure that all individuals attending a practice are registered on DSE
- D. Help other officers with their roles and responsibilities as needed

##### **Section 4: The Secretary shall:**

- A. Enter all club events into DSE and Ourcampus
- B. Fill out event report forms after events that require them
- C. Send out practice reminders and tournament information to the team
- D. Send tournament information and newsletters to the parent email list

##### **Section 5: The Treasurer shall:**

- A. Submit a budget request at the beginning of each semester
- B. Submit unanticipated budget requests as needed
- C. Fill out student group purchase request forms as needed

##### **Section 6: The Social Media Chair shall:**

- A. Manage the club Instagram
- B. Produce graphics for events such as tournaments, tryouts, or new member acquisition events
- C. Plan and manage social events

##### **Section 7: The Practice Captains shall:**

- A. Plan and run practices
- B. Plan and run tryouts at the beginning of each fall semester
- C. Select members for a 14-person travel team (if there are any disagreements on membership, settle them by a simple majority vote)

## **ARTICLE V: Advisor**

**Section 1:** Men's Club Volleyball 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 Men's Club Volleyball

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

### **Section 1: Term**

The terms of all officers of Men's Club Volleyball 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 each year, with their term effective beginning the first day of spring semester. For the first four weeks of the spring semester, the club will follow a president-elect, past president system to ensure the reliable and accurate transfer of information. Past officers will work closely with newly elected officers to ensure they fully understand their roles and responsibilities.

### **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.

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

- A. The Vice President will announce that elections will be occurring and communicate the process and timeline to the active members.
- B. 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.
- C. Nominations will be closed by the Vice President a week after the nomination form is distributed to the club.
- D. If 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.
- E. Voting shall occur by an anonymous online form distributed in the club GroupMe. The ballots shall be tabulated by an officer not running for re-election (if all officers are running for re-election, the ballots shall be tabulated by the club 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 the following process:

- A. The membership may request that an Executive Officer or Practice Captain 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.

## **Section 7: Officer Succession**

Should the office of the President be vacant, the Vice President shall become the President and assume all the responsibilities of that office in addition to their current responsibilities. Should the office of any of the remaining officers become vacant, a special election will be announced 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 business meeting should be held per month. A business meeting is defined as an official publicly advertised meeting with quorum present and minutes recorded. Business meetings should be held at the end of a regularly scheduled practice in order to assure ease of attendance.

**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 Men's Club Volleyball at any regular meeting at which two-thirds (⅔) 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 (¾) affirmative vote of the active members.

## **ARTICLE IX: Risk Management**

### Section 1: Injuries

- A. As required by the Sports Club Manual, at least two safety officers will be present at every practice or tournament to mitigate the risk of personal injuries. If two safety officers are not available, the event should be canceled.
- B. An athletic trainer will be present at every tournament held during the spring semester.
- C. At the first practice of every semester, a general overview of safe volleyball practice (e.g. Don't go under the net when someone is jumping, land on your chest when diving, yell "ball!" if there's a ball rolling into an active game) will be given by the Practice Captains before any activity is started.

### Section 2: Finances

- A. In order to mitigate the risk of running a deficit or compromising the College in the case of a financial audit, the executive board shall strictly adhere to the rules and guidelines of the treasury department.
- B. Officers shall not make any purchases on behalf of the club with the expectation that they shall be reimbursed.
- C. All budgeting and purchases shall be conducted through the programs outlined by the treasury department (e.g. the Ourcampus budget tab and the student group purchase request form) in order to keep a localized and accurate record of all allocated funds and purchases.

### Section 3: Hazing

- A. A brief talk on the prohibition and dangers of hazing shall be given by the president at the end of the first practice of the semester in order to reduce the risk of acts or behaviors which could be categorized as hazing.
- B. If any officer has any reason to believe that hazing is being conducted by a member of the club, they shall report it to the club advisor immediately.

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