

VIRGINIA COMMONWEALTH UNIVERSITY

VCU CREW CLUB CONSTITUTION

FOUNDED: 2002

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Class of 2023**

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ARTICLE I

SECTION I - NAME and MISSION STATEMENT

The VCU Crew Club is an organization dedicated to facilitating rowing and national competition to any and all VCU students. Members of the team will be guaranteed a chance to compete in ACRA, or the American Collegiate Rowing Association. We as a team will promote healthy competition amongst ourselves and our competitors. The VCU Crew Club will engage the VCU community with a well rounded group of individuals willing to positively represent the sport in our community.

SECTION II - BYLAWS

These Bylaws are the detailed procedures and working guidelines of the VCU Crew Club. The governance and operation of the organization shall be in accordance with all VCU RecWell Sports regulation and policy. All Bylaws are created with the intention of optimizing team operations, facilitating the best rowing experience to all members, and continuing the proud tradition of the VCU Crew Club.

SECTION III - AMENDMENT OF THE BYLAWS

- ❖ A motion to amend the Bylaws and team policy may be made by any member of the general team body, and brought before the Executive board by the Captains. Motions will be addressed with due regard to VCU RecWell Sports regulation and policy.
- ❖ These Bylaws may be amended through a 60% yay vote of the general team body and must be approved by the Sport Club Office before instituting..
- ❖ These Bylaws shall be enforced by the Executive Board, with all subsequent decisions allowed an appeal and review by the President and Vice President.

SECTION IV - THE GENERAL BODY

- ❖ The General Body is composed of all active members of this organization. Any member of the team body may at any time create a written petition, signed by no less than two thirds of all active members. Upon meeting this qualification, the petition shall be submitted to the Executive board by Team Captains. The Executive board will either pass or fail any motion or petition with a simple majority vote.

Every year, the general body will elect a President, Vice President, Treasurer, and two team Captains, as well as filling any other officer positions by a majority vote that the newly formed executive board deems necessary. These elections will take place at the beginning of every calendar year

SECTION V - EXECUTIVE BOARD

- ❖ **President**– Shall oversee all club operations. This includes, but is not limited to:
Facilitating club meetings, coordinating team events and regattas, and serving as liaison between the VCU Crew Club and VCU Sport Club Office. The president will preside over and be responsible for the good standing of the VCU Crew Club’s Ramsconnect webpage. The President is responsible for ensuring the completion of the yearly VCU sport club activation checklist. The President will organize team elections in a timely manner, ensure the continued democratic election of officials, and smooth transition of duty and power. All actions by the president will be in accordance with VCU Sport Club Handbook regulations. The President will, to the best of their ability, uphold their duty of advocating for the safety of the club, and all its members.
- ❖ **Vice President**– Shall oversee all club operations in the absence of the President. The Vice President will assist the President in an appropriate manner as discussed and agreed upon by the President and Vice President. This may include, but is not limited to:
Coordinating team events, travel, regattas, scrimmages, fundraising, and elections. The Vice President will preside over all content creation on the VCU Crew Club’s Social Media, including Instagram, Facebook, and any other platform chosen by the executive board.
- ❖ **Treasurer**– Shall oversee all club finances. This includes, but is not limited to:
The recording and approval of all team spending, in association with official team events, practices, regattas and fundraisers.
Responsible for preparing the “Allocation Request form” at the end of each spring semester.

Submit monthly club bank statements, original receipts/invoices for every club-related using allocated funds, and proof of deposit for each allocation check received.

Ensuring that all expenditures are completed through an approved method

The Treasurer is responsible for submitting all these records to the appropriate individuals in a timely manner, as stated in the VCU Sport Club Handbook.

- ❖ **Team Captains**– Shall be responsible for the operation and coordination of all practices. This will include, but is not limited to:

Communication with the Coaches, and the facilitation of transportation to and from practice. Team Captains are responsible for communication between the VCU Crew Club body and the VCU Crew Club Executive board. The Team Captains are responsible for maintaining an accurate and current roster of all team members. The Team Captains will reside over the CPR/AED Certification of all Risk Management Officers, The Team Captains will assist and ensure the signing and submission of all appropriate waivers as required by the VCU Sport Club Office. The Team Captains are responsible for the well being and appropriate behavior of team members and will report any alleged conduct violations to the Sports Club Administrators and Executive board for review.

- ❖ **Executive of transportation**– Shall preside over all travel arrangements for the team. This includes but is not limited to:

- RecWell Department Van request forms, travel stops, and hotel reservations.

In the event that all members of the Executive Board fall ill concurrently, 2-3 experienced coxswains may step in to oversee all Eboard related business for that duration.

Executive board Meetings

- ❖ Executive board meetings and team meetings will be held every 2-3 weeks. It is the responsibility of the Executive board to make themselves available to the team, and to be aware of and work through any team issues that may arise.
- ❖ Any team member is welcome to sit in and participate in any Executive Board Meeting
- ❖ The Executive Board reserves the right to form a review committee for any reason at any time

Creation of Committees

The Executive board may form a committee for any reason pertinent to the operation

and bylaws of the team. Any member of the team may petition the Executive board to form a committee at any time. The Executive Board will review the petition and will be decided on by majority vote.

Sanctioning and Impeachment

The VCU Crew Club is a democratic organization, and as such reserves the right to impeach any member of the Executive board or team member with a $\frac{2}{3}$ vote of the entire team. After the hearing, anyone found in violation of these bylaws, Sport Club Handbook, Student Code of Conduct or any other university related violation may be removed or suspended from their position or the team pending the nature of the violation.

SECTION VI - MEMBERSHIP

- ❖ Membership is permitted to any currently enrolled VCU student who is in good academic standing. All members shall conduct themselves in accordance with the VCU Sport Club Handbook. Further notes on member conduct can be found in the VCU Crew community contract. Rowing for VCU is a privilege, and participation in all team activities should be done with an attitude that reflects said privilege. All members are expected to foster a supportive and inclusive team environment, with the specific intention of enabling anyone who wishes to row.
- ❖ VCU and the VCU Crew Club have a strict nondiscrimination policy. Under no circumstances, will any member of the VCU Crew Club discriminate against a fellow team member on any basis of race, color, disability, genetic information, gender identity and expression, religion, nationality (including but not limited to ethnicity), age, sex, parenting status, marital status, political affiliation, veteran status, and sexual orientation. Violators of this policy will be reported to the Sport Club Office or VCU Title IX Office for further investigation.

ARTICLE II

SECTION I - HAZING

- ❖ This organization complies with all State and Federal laws and Virginia Commonwealth University policies on hazing. This organization recognizes hazing to be any action taken or situation created to inflict physical or mental discomfort, embarrassment, harassment or ridicule upon an individual or group. Further, the members of this

organization understand that any individual or group found responsible for hazing will be subject to disciplinary action, which may result in probation, suspension, or revocation of registration privileges.

- ❖ VCU Crew Club Members will be required to pay semesterly dues. Dues will be set prior to the start of the semester and approved by the Treasurer along with the rest of the Executive board.
- ❖ Payment plan options will be made available for students who are not able to pay in full. Any student who requests a payment plan must reach out to the Treasurer as soon as possible.

Conduct Violations

Alleged violation of the Student Code of Conduct by either an individual or by the club may be referred to Student Conduct and Academic Integrity for adjudication. Sanctions include, but are not limited to, probation, suspension, or expulsion from the university.. This may include, but is not limited to:

- Removal from race lineups, regatta attendance, travel prohibition, and outside team activities. The Executive board is required to report all conduct violations to the Sport Club Administrators.
- The Executive board reserves the right to seek the counsel of any coach in the handling and review of any team member's status.
- All Executive board members are considered mandatory reporters at VCU. They are obligated to report any alleged conduct violations or alleged crimes against fellow students to the Sport Club Administration. Failure to report an alleged violation may result in that individual's removal as an Executive Board member.

❖ Coaches

All VCU Crew Club coaching staff are volunteers. They donate their time and patience to the team for their love of the sport and team. Their time is to be treated as the gift that it is.

Coaches and instructors are subject to the same policies as the club members as outlined in the “Standards of Conduct” section of the Sport Club Handbook.

SECTION II- FINANCIAL DUES

- ❖ All participating members are required to pay dues in order to retain membership on the team. The amount of dues to be paid each semester will be determined by the club officers including the club Treasurer
- ❖ The organization shall, as it deems necessary, undertake fundraisers for its own purposes.

All fundraising shall be conducted in accordance with the VCU Recreation & Well-Being Department, Sport Club Program and all other university policies.

SECTION III - ATTENDANCE

- ❖ Members are expected arrive to every practice on time unless otherwise discussed. If a member cannot attend practice for any reason, they are to contact their team captain in advance.