Iowa State University Swim Club Constitution

Article I: Name

The name of this organization is Iowa State University Swim Club (ISUSC) at Iowa State University (ISU).

Article II: Purpose

ISUSC provides a structured environment for male & female students to practice swimming as a team. We reach our goal of physical & mental fitness by training in & out of the pool multiple times a week. We work on all types of strokes at a variety of distances. Most importantly we have fun doing it!

Article III: Statement of Compliance

ISUSC abides by & supports established ISU policies, State & Federal Laws & follows local ordinances & regulations.

ISUSC agrees to complete President’s Training, Treasurer’s Training & Advisor Training (if required).

Article IV: Non-Discrimination Statement

ISU & ISUSC do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran.

Article V: Membership

Membership for ISUSC is be granted to ISU students that are willing & ready to be a part of a team; are willing & able to swim; & are in good standing at ISU. Active membership shall be determined on a yearly basis by the board before the beginning of every fall semester.

Article VI: Risk Management

The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to ISUSC, [c] to submit documentation to ISU’s Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization’s events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable). The President will take the roll & responsibilities of the Risk Manager. See “Risk Manger” under Article VII.

Article VII: Officers

Officers’ (cabinet members’) elections require a 2/3 majority vote from the active members of the club. If a candidate fails to receive a 2/3 majority of votes, a runoff election is held between the top two candidates that receive the most votes. Elections will be heldat the last meeting of the spring semester.

The officers of this organization must meet the following requirements:

(a) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(b) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate, graduate, and professional students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

President

The President will preside over monthly board meetings; and appoint officers to fill board vacancies. The President’s term of office shall not be more than one year. The duties of the President shall include networking with other clubs to set up meets, working with a league to set up a regional meet, handling risk management and setting up meets for the future, run and set up any home meets, signing up for recruitment activities, and handle communication with the advisor and the SCC director.

Vice President

The Vice President will be in charge of setting up travel arrangements, meet sign ups, and short term activities for the club. The Vice President will assist the President and other board members as needed.

Treasurer

The Treasurer will be responsible for keeping accurate measures of the budget, budget goals, budget spending, fundraising, & money brought into the club. The Treasurer will also be in charge of apparel orders and purchases.

Membership Coordinator

The Membership Coordinator will be in charge of keeping the roster updated, organizing at least one social per semester, running the club social media pages, and running the club website.

Student Coach

The Coach will be responsible for writing the practices both for the pool and dryland, and will also be in charge of managing the team at a meet. The Coach will also be in charge of keeping a database of times and club records.

Assistant Student Coach

The assistant student coach will be responsible for assisting the student coach with practices for pool and dryland, and managing the team at meets.

Risk Manager

The Risk Manager will help minimize potential risks for club activities, recommend risk management policies or procedures to ISUSC, to submit documentation to ISU’s Risk Management Office, to ensure that ISU policies are followed at all of ISUSC’s events, & to ensure that proper waivers & background checks are on file with Risk Management for events (if applicable). The title of Risk Manager will be held by the President unless he/she designates the title to another member.

 Impeachments are proposed with good reasoning – such as not complying with the constitution, not fulfilling responsibilities, or not actively participating in club activities – at any meeting. The proposed official will speak & have others speak for him or herself. The impeachment will be concluded by a 2/3 majority vote. The impeached position will be appointed by the officials until the election. Elections for the impeached positions will take place within two weeks.

Article VIII: Advisor

The ISUSC Advisor is as involved at his or her leisure. The ISUSC Advisor may help the ISUSC in finding college competition, promoting the club, aiding in club finances, planning club events, & planning club travels. The ISUSC Advisor will be appointed by the President & his or her cabinet members. Impeachment shall be proposed with good reasoning at any meeting. The impeachment will be concluded by a 2/3 majority vote. After an impeachment, the President & his or her cabinet members will appoint a different ISUSC Advisor.

Article IX. Finances

The organization establishes reasonable dues that must be paid by all members. The amount of

the dues are determined in the beginning of the academic year by the cabinet & presented to the general membership for a 2/3 vote. Dues are paid before participating in certain club activities, in accordance with the bylaws. The Treasurer will maintain all financial records & will countersign with the Adviser for all organization transactions.

In the event of dissolution of the organization, dues will be reimbursed to current paid members in full for the current & any remaining paid semesters. Remaining Government Student Body (GSB) funds shall be reimbursed to GSB.

All monies belonging to this organization will be deposited & disbursed through a bank account established for this organization at the Campus Organizations Accounting Office (COAO) and/or approved institution/office (must receive authorization via COAO). All funds will be deposited within 24 hours after collection. The Advisor to this organization must approve & sign all expenditure before payment.

Article X. Amendments & Ratification

Amendments to this constitution must be proposed at a regular meeting of the organization with good reason. Said amendment(s) will be voted on within two weeks. To adopt the amendment, a vote of 2/3 is necessary. Amended constitution will be submitted within 10 days to Student Activities Center (SAC) for approval. This constitution will become effective upon approval by a 2/3 vote of the membership. Ratified constitutions must be submitted to SAC within 10 days for final approval.