

Constitution: Mountaineering and Climbing Club at ISU

Article I: Name

The name of this organization shall be the Mountaineering and Climbing Club at Iowa State University (MCC@ISU or MCC).

Article II: Purpose & Goals

The Mountaineering and Climbing Club is a student-run, non-profit organization dedicated to providing the ISU community with an affordable means to learn about and experience the outdoors through classroom and hands-on instruction in backpacking, rock climbing, ice climbing, and mountaineering. Our goal is to provide a safe learning environment for all those interested in learning these skills and to help provide the necessary equipment. To achieve these goals, MCC will maintain a StuOrg-hosted website with clear and concise guidelines for the constitution.

Article III: Statement of Compliance

The Mountaineering and Climbing Club abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. The Mountaineering and Climbing Club agrees to annually complete President's and Treasurer's Training.

Article IV: Non-Discrimination Statement

Iowa State University and the Mountaineering and Climbing Club 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, or status as a U.S. Veteran.

Additionally, the Mountaineering and Climbing club does not discriminate on the basis of gender identity.

Article V: Membership

Membership shall be open to all students in good standing at Iowa State University, faculty, and staff. Weekly meetings, seminars, and social events are open to the general public. Paid membership is required for full club benefits, as detailed in the bylaws.

Article VI: Officers/Cabinet

Election of Office

The election of officers requires a majority vote from the general membership. If a candidate fails to receive a majority of votes, a runoff election will be held between the top two candidates who received the most votes.

The officers of this organization must meet the following requirements:

- A. Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA immediately before 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.

- B. 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.
- C. Be ineligible to hold an office, should the officer fail to maintain the requirements as prescribed in (A) and (B).

Club elections for all cabinet positions shall be held every April and are open to all paid members at the time of the elections.

If a seat becomes vacant during the rest of the year, the following shall be carried out:

1. The vacancy shall be announced at the next general meeting.
2. The vacancy shall be announced via the club email list.
3. A new officer shall be elected at the following general meeting.

Term of Office

The term of office will be one full year (from May 16 to May 15). All officers shall comprise the Executive Committee of the organization. The Executive Committee shall meet in addition to regular organization meetings. The Executive Committee shall appoint necessary committees to accomplish the organization's goals. Additional goals and duties not stated here may be outlined in the bylaws document.

Executive committee positions and duties:

President

- Sets the agenda for the cabinet and general meeting
- Runs the cabinet and general meeting
- Oversees the functions of all cabinet members and committees
- Represents the organization to the University

Vice-President

- Completes duties as delegated by the President
- Fulfills the duties of the president in his/her absence
- Oversees the removal and impeachment process of members, officers, and advisors

Sports Club Council Representative

- Ensures club representation at Sports Club Council meetings
- Bring feedback to the cabinet on current campus and SCC issues

Treasurer

- Collects and deposits dues and trip fees
- Monitors budget and use of funds in accordance with Student Government criteria
- Accepts financial responsibility for monetary transactions
- Maintains the current balance of accounts
- Provides approval signature for all expenditures
- Updates and maintains the current membership list
- Heads Budget preparation

Secretary

- Records, posts, and archives all cabinet and general meeting minutes, club records, club bylaws, and operational calendars.
- Administers club social media accounts
- Fill in for social media chair if necessary

- Acts as webmaster when possible

Trip Coordinator

- Logistics and planning of all trips
- Determination of trip scheduling and calendar dates
- Organization of trip leaders

Health and Safety Officer

- Functions as the club's Risk Management Officer
 - Minimizes potential risks for club activities
 - Recommends and implements risk management policies or procedures
 - Submit documentation to ISU's Risk Management Office
 - Ensures proper waiver and background checks are on file with Risk Management for applicable events
- Identifying sources of loss and assessing the impact of losses
- Monitoring risk management solutions for effectiveness

Skills Guide

- Maintenance and inventory of club gear
- Organizes skills clinics for dues-paying members

Competitive Team Coordinator

- Coordinates Collegiate Climbing Series (CCS) ISU team activities
- Runs team practices
- Assists the Trip Coordinator in planning team travel and events
- Leads team trips

Event Coordinator

- Organizes and facilitates social events

Fundraising Chair

- Contacting and locating organizations or methods through which club funds can be raised

Social Media Chair

- Advertising and recruiting new members
- Outreach to other clubs, climbing organizations, and universities
- Posting on social media and maintaining club social media accounts

Impeachment/Removal and Replacement of Officers

Officers may be removed from office by a 2/3 vote of the other officers or 1/2 of the general membership if actions are deemed inappropriate by the membership. The officer is permitted to speak before the Executive Committee and the general membership about the charges made concerning his/her performance. The officer is not allowed to participate in the deliberation of the Executive Committee regarding the charges. If, for any reason, an officer is unable to fulfill their responsibilities anymore, they may request leave. Officers looking to step down from their role are expected to prepare and deliver a statement to the general membership and prepare a replacement for their position. Additional proceedings or requirements not listed here may be outlined in the bylaws document.

Grounds for Removal

Grounds for removal of an officer include failure to uphold duties or responsibilities of their position, use

of derogatory language, bullying, theft, repeated disruptions during meetings, or any other action deemed unacceptable by the current student disciplinary regulations (code of conduct). Removal will be determined by and follow the same requirements as the Removal and Replacement of Officers procedures.

In the event that an officer is removed, resigns, or becomes unable to fulfill their duties, the following process shall be used to appoint a replacement:

1. Temporary Appointment: The Executive Committee may appoint an interim officer within one week of the vacancy to maintain continuity of operations.
2. Nominations: Within two weeks of the vacancy, nominations for a permanent replacement shall be opened to the general membership. Self-nominations are permitted.
3. Election: A special election shall be held at the next general meeting (or a special meeting called for this purpose). The candidate receiving a simple majority of votes shall assume the vacant office immediately upon election.
4. Term Completion: The newly elected officer shall serve for the remainder of the original term.

Article VII: Advisors

Election of Advisors

Advisors shall be appointed by a majority vote of officers.

The advisors of this organization must meet the following requirements:

- at least a half-time permanent faculty or professional and scientific (P&S) staff member

Term of Office and Advisor Responsibilities

Advisors are non-voting cabinet members. The term of office will be one full year (from May 16 to May 15) while advisors are available. All advisors shall attend executive meetings, maintain communication with university administration, and assist with the leadership development of officers. Additional responsibilities include the following:

- Advises and oversees the operations of the club and the cabinet
- Ensures adherence to ISU requirements and club bylaws
- Provides approval signature for all expenditures

Impeachment/Removal and Replacement of Advisors

Removal and replacement proceedings for the advisor shall follow the same format as officer removal and replacement proceedings.

Article VIII: Finances

The Treasurer oversees the collection of dues and expenditures.

In the event of dissolution of the organization, dues shall be reimbursed to current paid members in full for the current and any remaining paid semesters. The remaining club Student Government equipment shall be returned to Student Government, and it is recommended to be donated to the ISU Outdoor Recreation Program.

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

The organization may establish reasonable dues that must be paid by all members. The amount of the dues will be determined at the beginning of the academic year by the Executive Committee. Dues must be paid before participating in certain club activities in accordance with the bylaws. The treasurer shall maintain all financial records and shall countersign with the president for all organization transactions. General membership dues shall not exceed \$50/semester or \$100/year. Specific yearly and semesterly dues amounts are outlined in the bylaws document.

Dues for the Competitive Climbing Team will be paid and accounted for separately from general membership dues. Membership in both the general club and team requires separate dues payments. Additional details and requirements of the Competitive Climbing Team are outlined in the bylaws document.

Additional detailed financial procedures may be outlined in the bylaws document, including, but not limited to:

- Amount and collection procedures for dues
- Money handling details and expectations
- Purchasing card holders
- Budgeting, funding, and money-raising/allocation details
- Determining what happens to funds if the organization is dissolved

Article IX: Amendments & Ratification

Amendments to this constitution must be submitted in writing at a regular meeting of the organization. Said amendment(s) will be voted on at a subsequent meeting. To adopt the amendment, a vote of 1/2 plus one of the general membership is necessary. The amended constitution will be submitted to Student Engagement within 10 days for approval.

This constitution shall take effect upon approval by a two-thirds vote of the membership. Ratified constitutions must be submitted to the Student Engagement within 10 days for final approval.

In the event a constitution is rejected because it does not meet the Iowa State University Policy and/or constitution requirements, the following may occur.

Any changes to bring the constitution into compliance may be made with unanimous approval from the President, Treasurer, and Advisor.

Notification of these changes must be communicated at the next full organizational meeting.