

College of Saint Benedict/Saint John's University
CSB/SJU Cycling Club

Article I: Name and Purpose

Section 1: Name

CSB/SJU Cycling Club

Section 2: Purpose/Mission

The CSB/SJU Cycling Club aims to build a friendly, inclusive community on our campuses by enabling students of all riding abilities to enjoy group rides and cycling-related events.

Section 3: Affiliation

The CSB/SJU Cycling Club is not affiliated with any regional or national organizations.

Article II: Membership

Section 1: Eligibility for Membership

The CSB/SJU Cycling Club is open to any and all currently enrolled CSB/SJU students. Non-students [e.g., faculty/staff/alumni] are not allowed to be participating members, but they can be supportive affiliates and attend group rides, which will be held on public roads and trails.

Section 2: Voting Member Criteria

A student can become an official member of the club after attending three meetings, creating a route, and leading a group ride on their route (group must consist of at least two other cyclists). Club leaders will be selected at the end of every academic year, in the April meeting, with the voting day and methods to be determined by the current club leaders; all official club members are eligible to vote. Club members running for election or reelection are encouraged to prepare a speech or presentation on their capabilities as a club leader. Club positions will consist of a President, a Vice President, and a Treasurer.

Section 3: Removal of Members

Any current club member can place another current club member up for review. The club member who is being reviewed will have at least one week of preparation time before appearing before the club to state why they deserve to remain a member. All club members in attendance will vote anonymously on a slip of paper, which will be collected by the President. If the number of voters is split evenly, then the president will abstain from voting. Quorum is reached if at least 50% of voting club members are present to vote; this number does not include the club member being reviewed.

Article III: Officers

Section 1: Officer Qualifications

To be eligible for a club leadership position, one must first achieve official club member status (Article II: Section 2).

Section 2: Elected Officers

The CSB/SJU Cycling Club will consist of one President with two additional club leaders. The President will bear primary responsibility for contacting the JCB. The other positions are Vice President and Treasurer. The Vice President's responsibility will be communication both with the student body and with members. The Treasurer will handle the club finances and act as a point of contact for the CFB. All terms are for a full academic year.

Section 3: Duties of Officers

President: preside at meetings, call special meetings, primary contact with the institutions, appoint committee chairs, run the election process, and serve as the primary contact with the JCB.

Vice-President: assume the President's duties in his/her absence, schedule meeting/practice rooms/facilities, and run member/officer training programs.

Treasurer: keeps all financial records, submits monthly audit statements to CFB contact (this is a mandatory requirement if you receive CFB funds), notifies organization of financial issues, and prepares budget/allocation requests.

Section 4: Vacancy in Office

In the event that the President leaves office, the Vice President will assume those duties until a special election is held. The acting President is responsible for filling the other two board positions via a special election if vacancies. Refer to the special election section of Article IV.

Section 5: Removal of Officers

A petition to remove the officer in question must be submitted to another officer. This petition must contain the signatures of 40% of voting members. When such a petition is received, the officer shall call a meeting of the club to determine whether or not the officer should be removed.

Grounds for removal are then presented by the officer in charge at a regular or special club meeting. The officer in question shall be provided an opportunity to present a defense either in person or in writing. A quorum shall be present, and a ⅔ vote of the voting members shall decide upon removal.

Section 6: Appeal or Removal of Officers

A removed officer wishing to be reinstated to the club shall schedule a time to meet with the president and faculty advisor and those two will decide how to proceed. An

acceptable outcome may be to have voting rights reinstated but not regain an officer position.

Article IV: Elections

Section 1: Nomination Process

An officer candidate can be nominated by any voting member at the beginning of the yearly election meeting, which is held at the end of each academic year.

Section 2: Election

Elections will be held at the end of each academic year, at the April meeting. Quorum will consist of at least 50% of voting members. Voting will be held on a secret ballot and tallied by the Faculty Advisor. A club member is not limited to a maximum number of terms. In the event that the total number of voting members is even, then the current President will abstain from her or his vote to prevent a split vote. The Department of Student Activities will be notified of the new officers. All official club members will have the capacity to vote as long as they are present at the April meeting.

Section 3: Special Elections

If an officer leaves or is removed from office, then the President may appoint a voting member to assume the responsibilities of the vacant position until a special election can be held at the next meeting. This election will follow the procedures outlined below.

Special elections will be held at the next regular business meeting. Quorum will consist of at least 50% voting members. Voting will be held on a secret ballot and tallied by the Faculty Advisor. A club member is not limited to a maximum number of terms. In the event that the total number of voting members is even, then the current President will abstain from her or his vote to prevent a split vote. The Department of Student Activities will be notified of the new officers. All official club members will have the capacity to vote as long as they are present at this meeting.

Article V: Advisor

Section 1: Selection

The Club will choose an advisor based on their shared love of bikes. The Club would ideally select a Faculty Advisor that lives on/near either campus.

Section 2: Duties

Assist in voting procedures and in matters regarding the appeal of an officer voted out of their position.

Article VI: Meetings

Section 1: Regular Meeting/Club Activities

Business meetings will occur on a monthly basis. Group rides will be scheduled during the spring and fall depending on weather conditions. Members will be notified of meetings and activities via email from the Vice President.

Section 2: Special Meetings

Special meetings can be called to aid in planning of club events or trips or for another purpose as deemed necessary by the Officers. For an official special meeting to be called at least 50% of officers need to agree to the meeting. The Vice President will notify members via email. Meeting will be run in the same manner as regular meetings.

Section 3: Parliamentary Authority

Meetings will follow an agenda set by the club officers and discussions will follow Robert's Rules of Order. The acting President will preside over the meetings.

Section 4: Quorum*

In order for official club business to occur, at least 50% of the voting club members must be present.

Article VII: Committees

Section 1: Committee Structure

The CSB/SJU Cycling Club does not require the formation of any committees.

Section 2: Special/Ad-Hoc Committees

Special/ad-hoc committees may be formed if needed, and the constitution can be revised to outline the structure of these committees if necessary.

Article VIII: Finances

Section 1: Co-Funding Board

CSB/SJU Cycling Club will apply for funds from the CFB. If allocated resources, the Cycling Club will follow all CFB and institutional regulations, and keep all club funds in on-campus accounts.

Section 2: Honorariums

The Cycling Club will not give honorariums or stipends to any members.

Section 3: Dues (optional)

Cycling Club is free for all members, but members wishing to go on any cycling trips will be responsible to pay for their personal equipment and any expenses not covered by the CFB or generated club funds.

Article IX: Amendments

Section 1: Ratification

Amendments need to be approved by at least 50% of all voting members. These votes can be collected in person, by email, or by a combination of both.

Section 2: Submittal to Department of Student Activities and Joint Club Board

Any changes made to this constitution must be submitted to the Department of Student Activities and the JCB.

Article X

The CSB/SJU Cycling Club agrees that its activities, mission statement and goals are consistent with the Benedictine Values.

Article XI

The CSB/SJU Cycling Club admits students without regard to their race, religion, color, sex, age, sexual orientation, or national or ethnic origin to all the rights, privileges, programs, and other activities, generally accorded or made available to members of the organization.

Article XII

The CSB/SJU Cycling Club considers hazing to be a degrading and destructive activity which is inconsistent with the standards of this student organization. The CSB/SJU Cycling Club recognizes the dignity of every person and opposes all forms of hazing.

Date of recognition/revision: