

Constitution of the University of Minnesota Cycling Team

Article I – General

1. The official name of this organization shall be the University of Minnesota Cycling Team
2. The club shall operate as a not-for-profit, campus-life organization.
3. The club shall abide by all applicable rules and policies of the University of Minnesota, the Department of Recreational Sports, and the Sports Clubs Programs.
4. This organization shall exist for the following purposes:
 - a. To provide University students, faculty, staff, and affiliates with instructional and competitive cycling opportunities.
 - b. To plan an annual cycling event and schedule a competition schedule.
 - c. To provide student development through the club-officer positions.
 - d. To provide social activities and events for club members.

Article II – Membership

1. To become a club member, one must:
 - a. Be a student, faculty, staff, or affiliate member of the University of Minnesota
 - b. Pay the yearly club dues, as determined by the officers at the beginning of the year, to the club treasurer.
 - c. Complete a Sports Club Participation Waiver and have it on file in the Sports Clubs office.
2. Voting membership is open to those students of the University of Minnesota who fulfill the membership criteria of Section 1 of this article.
3. Membership is open to all students without regard to race, religion, color, sex, nationality, disability, age, veteran status, creed, marital status, public assistance status, or sexual orientation.
4. Sponsorship (B level) is open to all club members, as defined in Section 1 of this article. Elite sponsorship (A level) is open to those who race in sanctioned collegiate events and participate in team and fundraising activities. Elite sponsorship may be limited and will be determined by a vote of the club officers.
5. Any club member may be expelled for misconduct. The member will be given a seven-day notice of a hearing to defend himself/herself. A vote to expel a member must be a two-thirds vote of all members when a meeting is in session.
6. A quorum of at least one-half of the voting membership is required for any official votes at a team meeting.
7. For any university sanctioned event, the club is on university business and will abide by all policies and procedures set forth by the Sports Clubs Program, Department of Recreational Sports, and the University of Minnesota, including the Sports Clubs Program Code of Conduct. If

a member does not follow these policies, he/she may be expelled from the club for one calendar year.

Article III – Officers

1. The officers of the club will consist of President, Vice-President, Secretary, Treasurer, Webmaster, Travel Coordinator, Safety Coordinator, and Fundraising Chair (2).
2. All officers must be currently enrolled students of the University of Minnesota – Twin Cities Campus and registered for at least six credits. Exceptions to the credit requirement are permitted for graduate students upon the receipt of a letter from the Director of Graduate Studies of the student’s department certifying that the student is actively pursuing a degree.
3. Officers shall be elected at the April club meeting and shall serve for a period of one calendar year starting in May. Officers shall be elected by a majority vote of all voting members in attendance.
4. All officers must keep abreast of information passed down from Sports Clubs and must attend any required training meetings.
5. The duties of the officers are as follows:
 - a. President
 - i. Maintain a positive relationship between the club and the Sports Clubs Program, Department of Recreational Sports, and the University of Minnesota
 - ii. Be an active member of the North Central Collegiate Cycling Conference Committee
 - iii. Preside over club meetings and conduct club business
 - iv. Oversee/approve all assigned tasks and responsibilities completed by officers and members
 - v. Plan club’s race and meeting schedules
 - b. Vice-President
 - i. Assist the president in his/her duties as needed
 - ii. Coordinate all sponsorship activities and maintain good contact with the sponsors
 - iii. Oversee the ordering and distribution of team apparel, including racing uniforms
 - iv. Design club publicity information
 - c. Secretary
 - i. Maintain an updated roster of club members
 - ii. Record and circulate meeting minutes
 - iii. Coordinate indoor and outdoor group riding schedules
 - iv. Design club publicity information
 - d. Treasurer
 - i. Collect and record club dues and participation waivers
 - ii. Keep a detailed record of team financial accounts

- iii. Prepare the team budget during the spring of each year and ensure that the team works towards keeping to the budget
 - iv. Approve all expenses requested by the team and coordinate the necessary paperwork
 - v. Attend monthly Sports Clubs treasurer meetings
- e. Webmaster
 - i. Maintain the club website, listserve, and email address
 - ii. Supervise the club forum for inappropriate comments
- f. Travel Coordinator
 - i. Communicate with the Sports Clubs office about travel arrangements
 - ii. Complete all travel paperwork for races and other travel
 - iii. Plan the spring break training trip
 - iv. Ensure that the Code of Conduct is followed during club trips
 - v. Sign members up for driving training courses and for driving license checks
- g. Safety Coordinator
 - i. Become CPR and First Aid certified
 - ii. Sign members up for CPR and First Aid certification training
 - iii. Make sure that at least one CPR and First Aid certified members is at each practice and race
 - iv. Check out the First Aid kit from the Sports Clubs office
- h. Fundraising Chairs (2)
 - i. Coordinate team fundraising activities, such as Pavilion cleanups
 - ii. Work with the treasurer to prepare fundraising mailings to be sent to club alumni

Article IV – Meetings

1. Club and officer meetings will be held once per month during the academic year. The president may call any special meeting. Meetings shall be announced at least seven (7) days in advance.
2. Decisions of the club will be enacted by the approval of the elected officers.

Article V – Financial Matters

1. The club shall not provide monetary gain, incidentally or otherwise, to its officers or members. This does not restrict the payment of wages, salaries, or incentives by the club for services rendered.
2. The club shall hire a coach for each academic year. The job duties and wages for this coach shall be determined by a majority vote of the officers and shall be in line with previous salaries.
3. At the time of dissolution of the club, all unused money will be returned to the Sports Clubs Council and all residual assets will be distributed to the Sports Clubs Council and the Department of Recreational Sports.

Article VI – Amendments

1. Any voting member of the club may propose amendments to this constitution. Such proposals shall be submitted in writing club secretary to be read at the next regular club meeting. All discussion will take place at this meeting and the proposal will be put to a vote.
2. Duly proposed amendments shall be submitted to a vote of the voting members, and a two-thirds majority vote of voting members present shall be required for the amendment to be passed to the officers. A unanimous vote of the elected officers in favor of the amendment will be required for adoption of said amendment.

Approval of Constitution

Constitution originally ratified: October 9, 2001

Constitution amended: September 16, 2003; September 25, 2003; September 18, 2006

President

Date

Vice-President

Date

Secretary

Date

Treasurer

Date

Webmaster

Date

Safety Coordinator

Date

Travel Coordinator

Date

Fundraising Chair

Date

Fundraising Chair

Date