

Constitution of the University of New Mexico Mountaineering Club

September 2005

Article I: Name

This chartered student organization (CSO) shall be named the University of New Mexico Mountaineering Club. The University of New Mexico Mountaineering Club may be referred to as the UNM Mountaineering Club, the Mountaineering Club, or just the Club.

Article II: Purpose

The purpose of the UNM Mountaineering Club is to promote the teaching and safety conscious practice of mountaineering. Mountaineering activities include, but are not limited to: hiking, backpacking, skiing, snowboarding, snowshoeing, mountain biking, bouldering, sport-climbing, traditional, multi-pitch, and big wall climbing, alpine rock, ice and mixed climbing, expedition mountain and polar travel, canyoneering, and white water rafting.

Article III: Members

Members of the Mountaineering Club are individuals who meet UNM requirements for participation in CSO and pay dues.

Article IV: Officers

Officers will normally be elected at the annual election meeting for the next mountaineering year (as defined in bylaws) or until replaced by his/her successor. The Mountaineering Club Chair may also hold position of Secretary if there are only enough members to fill four officer positions. No other officer may hold two officer positions. When the chair also holds the position of secretary, the chair-secretary has only one vote. Any officer may be removed by mutual agreement of other officers and simple majority agreement of club members. Any vacant officer position may be filled by a qualified member through a special election meeting. The three elected officer positions are:

Chair/President

Secretary

Treasurer

Nomination for Equipment Officer and Training officer require special qualification defined in Section D of Bylaws. These positions are appointed by the elected officers.

Article V: Advisor

The advisor is selected by mutual agreement of a faculty member and simple majority of officers.

Article VI: Meetings

General meetings are held every other week beginning on the second week of the semester. Time and location of general meetings are decided by officers. The time that maximizes opportunity for attendance by members will be scheduled for general meetings that semester. General meetings focus on social interaction, education, and trip planning rather than club business. Executive committee meetings consisting of elected and appointed officers meet monthly and as needed. Most club business is managed at Executive committee meetings.

Special business meetings include annual mid-April elections, and elections at times other than mid-April.

Article VII: Quorum

For binding decisions to be made at executive meetings 4/5 (3/4 if chair holds position of secretary) of officers must be present. For binding decisions to be made at special business meetings, 1/2 of current members and 4/5 (3/4 if chair holds position of secretary) of officers must be present.

Article VIII: Legislation

Legislation regarding operating procedures of the Club should place primary emphasis on promoting safety and fiscal responsibility.

Article IX: Amendments

Amendment of constitution and bylaws requires 4/5 (3/4 if chair holds position of secretary) agreement of club officers.

Article X: Safety

If the Equipment officer and/or Training officer position(s) are not filled by qualified members, the club will discontinue mountaineering activities and relinquish control of access to equipment to the Advisor until the Advisor determines that qualified members have filled the positions. With the Advisor's approval, equipment may be used for the training to allow members to achieve qualifications for nomination to Equipment officer and/or Training officer positions if safety of trainees is not dependent on proper use of functioning of equipment.

Bylaws of the University of New Mexico Mountaineering Club

September 2005

A. Membership

Responsibilities

To be in good standing and active, members will:

- Pay dues.
- Attend simple majority of meetings and at least one club trip
- Behave in compliance with safety, training, and certification regulations when involved in club activities or personal activities involving use of club gear.
- Report history and condition of club gear to Equipment officer after use of gear.
- Accept financial responsibility for replacement of Club gear not returned to Equipment officer within two weeks after date specified for return of gear at time of check out, or for gear returned in unacceptable conditions.
- Meet all UNM regulations for participating in club activities.
- A member is solely responsible for anyone using club gear under his/her supervision.
- Members are responsible for assessing safety of activities including condition of gear, competency of self and others, and all other aspects of the mountaineering environment.

Rights

Active members in good standing may:

- Nominate members for officer positions and vote in club elections.
- Accept nominations for officer positions.
- Propose changes to constitution and bylaws
- Participate in club training and mountaineering activities appropriate for certification level.
- Schedule and organize club trips using club resources.
- Check out equipment appropriate for certification level from Equipment officer.
- Qualify for discounts given to the Mountaineering club.

Expulsion

Members may be banned from participating in the club activities and using club gear by simple majority vote of officers if member is deemed unsafe and attempt to retrain member has failed to result in safe behavior as defined in the Training handbook.

B. Dues:

Dues are \$25 per semester (fall, spring) to be paid prior to participation in a Club activity. The mountaineering semester runs from first day of classes through last day of break before the next semester.

Dues are payable to the Treasurer. Receipt for dues is presented to the Secretary who records membership status.

Dues are non-refundable.

C. Executive Committee and Executive Board

Structure

The Executive Committee consists of the elected and appointed officers of the club.

The Executive Board consists of the Faculty Advisor and Executive Committee. The Chair of the Mountaineering club calls Executive board meetings when the involvement of the Faculty Advisor is required for the Executive Committee to fulfill its responsibilities.

Responsibilities

The responsibilities of the Executive Committee and the Executive Board are:

- Insure the club complies with the UNM regulations for CSO.
- Insure the club complies with charter.
- Insure the club complies with training regulations.
- Develop short-term and long-term goals to help club fulfill its purpose.
- Develop strategy to achieve goals and fulfill purposes.
- Develop annual activity calendar including training and excursion schedules.
- Provide system of checks and balances to promote safety and fiscal responsibility.

Powers

To fulfill these responsibilities the Executive Committee and Board have the power to:

- Interpret UNM regulations for CSO.
- Interpret Club charter.
- Develop officer handbook that details the tasks of each elected and appointed officer.
- Train and certify members of the club for participation in club activities and for use of club equipment.
- Acquire funds from members, through dues and special fees, and solicit support from organizations both within UNM and outside UNM.
- Use club resources to support training and participation in mountaineering activities.

D. Responsibilities of Officers

Chair/President

The chair of the Mountaineering Club has the responsibility of chairing general meetings, executive committee and board meetings, and special meetings. If unable to attend, they are responsible for appointing a capable substitute.

They further have the responsibility of checking the club mail in the Student Government Accounting Office weekly and re-chartering the club annually, along with club Secretary. The Chair delegates tasks to other officers, and helps officers fulfill their responsibilities. If conflicts arise between officers and/or between members it is the chair's responsibility to mediate those conflicts or enlist the aid of a capable mediator to ensure effective resolution of the conflict.

The chair is responsible for recognizing when the aid of the faculty advisor is needed for the club to fulfill its purpose and call an executive board meeting.

If officer positions are unfilled, the Chair is responsible for attracting individuals capable of filling vacant position(s), and will call meetings as needed for nominations, election and appointment. If unfilled positions are either the Equipment or Training officer, the Chair will

turn over control of equipment access to Faculty Advisor and cancel all mountaineering club activities until positions can be filled.

Secretary

The secretary takes minutes at general, executive, and special business meetings and provides a capable replacement when unable to attend. They keep records of contact information, emergency contact information, emergency medical information, certifications, statement of acknowledgement of risk and release of liability forms, and payment of dues for club members. The club listserv is also managed by the club secretary.

Additionally, they either take on the task of Webmaster, or delegate this task to a club member(s) of their choosing.

The Webmaster updates the club's web page with the activity calendar, and highlights from recent club activities.

Treasurer

The Treasurer is responsible for the club checking account, fiscal account maintenance, and coordination of officers to acquire money (through fundraising activities/budget requests) and to use club money to support club activities. The treasurer is responsible for notifying the Executive committee of the status of the Club's account.

Additionally, they are responsible for the tasks of sponsor and recreational services recruitment, and fundraising, or may delegate these tasks to a member(s) of their choosing.

Sponsor recruitment involves finding community sponsors, organizing collection of support from sponsors, insures promotion of sponsors by the Club and sponsor's awareness of that promotion. Recreational Services recruitment involves solicitation of support that CSO's are entitled to through Recreational services, including facilities for training, space allocation, and medical training.

Equipment Officer

The Equipment officer is responsible for the maintenance, use, and safety of club equipment. To be qualified for appointment as officer, they must demonstrate proficiency in equipment inspection and maintenance. In the event there is not a member available for nomination that meets these criteria, a member may be nominated who can develop the required proficiency. However, neither the Club nor its members with use any piece of equipment if there is a not a member who is qualified to inspect and maintain that piece of equipment. [An exception of this can be made only for the use of equipment in training to achieve certifications, provided the safety of training participants is not dependent on proper use or functioning of equipment.]

They assist the Treasurer in determining equipment to be purchased, and prioritize equipment purchases. They maintain a record of use and condition for each piece of equipment in inventory. Equipment that is no longer serviceable is destroyed or separated for use in equipment inspection training.

Training Officer

The training officer is responsible for insuring that club members are adequately trained, tested and certified for participation in mountaineering activities. To be qualified for appointment as officer, they must demonstrate proficiency in gear use and instruction of gear use. In the event

there is not a member available for nomination that meets these criteria, a member may be nominated who can develop the required proficiency. However, neither the Club nor its members with use any piece of equipment if there is a not a member who is qualified to inspect and maintain that piece of equipment. [An exception of this can be made only for the use of equipment in training to achieve certifications, provided the safety of training participants is not dependent on proper use or functioning of equipment.]

The training officer assists the Treasurer in determining resources that are needed for training. They are responsible for the development of the Training Handbook that contains tasks, conditions, and standards for training, testing, and certification of members to engage in mountaineering activities and use of Club equipment. Certifications earned by members are provided to the Secretary and Equipment officer. The training officer may enlist additional members of their own choosing to help train club members in various aspects of top-rope, sport, traditional, and alpine climbing.

F. Responsibilities of the Advisor

The advisor controls the degree of access club members have to the club's equipment when either the Training or Equipment officer positions are not filled by qualified members. In the absence of the Equipment and/or Training officer, the advisor allows training to take place using Mountaineering Club equipment to enable individuals to become qualified for nomination and appointment to these positions if the safety of trainees is not dependent on the use or functionality of equipment.

E. Elections

Annual elections are recommended to occur in mid-April. Elections may also take place when officer positions need to be filled.

Nominations are held two weeks prior to elections. Late and absentee nominations may be received by the club listserv up to one week before election.

Winning vote margin requires simple majority vote by members.

Officer elections are closed ballot.

An officer may be removed from office by mutual agreement of other officers and a simple majority of club members.

G. Parliamentary Authority

Roberts Rules of Order – Newly Revised

H. Amendments

Any member may suggest a change to the constitution or bylaws, and officers will take suggestion under advisement and discuss during next Executive committee meeting. Amendment of constitution and bylaws requires 4/5 (3/4 if chair holds position of secretary) agreement of club officers.

I. Activities

Club Trip

A club trip is an excursion taken by members of the club using Mountaineering Club funds. Only club members are allowed on club trips. Use of club equipment is free of charge on a club trip.

Training Trip

Training trips are organized by the training officer with a specific training goal. Non-members that meet UNM criteria for club participation may attend only one training trip. Members may attend all training trips. Use of club equipment is free, but must be checked out by the training officer.

Equipment

- Members may rent club equipment for personal activities provided they are certified to use the equipment.
- Club members are responsible for the safety of their guests when using club equipment for personal use.
- In general, the rental prices are 5% of the cost of the item for high wear items like ropes, and 1% of the cost of the item for low wear items like hardware.
- Prices are set by the officers, and are recorded and enforced by the equipment officer.