

NORTHEASTERN UNIVERSITY CLUB RUNNING CONSTITUTION

Article 1: Name

The name of this organization will be Northeastern University Club Running; *abbreviated as NUCR.*

Article 2: Purpose

The purpose of NUCR is to provide a structured running workout, facilitate friendly competition, foster a sense of community, and promote the development of leadership skills.

Article 3: Affiliation

Section 1: NUCR is affiliated with the National Intercollegiate Running Club Association (NIRCA). NUCR is affiliated with the United States of America Track and Field Association (USATF).

Section 2: NIRCA holds two National Championships each year - one in the fall semester for Cross Country and one in the spring semester for Track and Field. Qualification for the fall is determined by the Northeast Regionals meet results both individually and as a team, and there are no team nor individual qualifications in the spring.

Article 4: Advisor

The club sports administrators serve as the advisors for NUCR.

Article 5: Membership

Section 1: NUCR does not discriminate on the basis of race, national origin, color, gender, gender identity, religion, religious creed, genetics, sex, age, ancestry, veteran status, disability, or sexual orientation.

Section 2: Membership will be open to all full-time (Undergraduate - 12 credits, Graduate - 8 credits) Northeastern University students who can run at least 4 miles at 9 minute / mile pace. See Article 7 for tryout information.

Section 3: NUCR will maintain a membership of at least twelve (12) members at all times.

Section 4: In order to be a member of NUCR, one must fill out the NUCR questionnaire, complete their DoSportsEasy account and pay dues at the beginning of the season by the announced date.

Section 5: One of the dues options outlined in Article 6 Section 1 must be paid each semester by each member. Dues may be paid in the form of cash or online on myNortheastern. If dues are paid and the forms are not completed, then that person is not on the roster and the dues are considered a donation to NUCR.

Article 6: Funds

Section 1: Dues will be set by the captains in advance of each semester. There will be two options for dues, a greater amount for racing dues and a smaller amount for practice dues. Historically, practice dues have been \$20-\$30 and racing dues have been \$50-70 depending on the semester. Prices of racing dues are subject to change depending on meet options provided.

Section 2: Paying racing dues provides a member access to any race on the schedule that is funded by NUCR. They also have access to all practices and social events. Practice dues give a member access to all practices and social events.

Section 3: A member who paid practice dues is welcome to travel to races with the team, but if they wish to compete, they will personally cover the registration fee.

Section 4: A member who paid practice dues can, at any time, pay the remaining cost of racing dues in order to have racing dues privileges.

Section 5: If members are not financially able to pay dues, they may contact the captains who may then waive dues.

Section 6: All members are encouraged but not required to attend fundraising events.

Article 7: Tryouts

In order to be on the team a member must be able to run at least 4 miles at 9 minute / mile pace. Otherwise, they are at risk of being left behind on runs, which presents a dangerous situation for them and the team as a whole. We do not hold official tryouts.

Article 8: Racing

Section 1: In order to race with NUCR a member must have paid racing dues instead of

practicing dues.

Section 2: Uniforms are given to those racing the morning of the race and are collected immediately after the race. If a uniform is not returned that member is responsible for the cost of the uniform. Captains will wash uniforms and bring clean uniforms to races.

Section 3: If a member fails to show up for a race that they signed up for or scratches themselves from a race they have signed up for after signups are due without a valid reason such as personal injury or family emergency, they are responsible for the cost of their race entry. Race entries may be paid in the same manner as dues. Following two race scratches without valid reasons, that member is suspended from racing for the remainder of the season. If that person is able to find their own replacement for the race, then they do not have to pay the race fee and the scratch does not count towards suspension.

Article 9: Code of Conduct

Section 1: If a member is significantly injured or sick they should not practice or race until they are well. If they become unable to run while out on a run or in a race, they create a hazardous situation for both themselves and the team as a whole.

Section 2: If a member misconducts himself/herself while at practice or a race they will at minimum be suspended from Club Running for the remainder of the season. Misconduct includes behaving in an unsafe manner, disrespecting fellow club members, and representing the team or school in a negative way, and is up to the discretion of the captains.

Article 10: E-Board

Section 1: All captains will be responsible for knowing and understanding the information in the Student Organization Handbook, the Code of Student Conduct, the Guide to Residence Hall Living, and all other published university policies.

Section 2: All officers must be full-time undergraduate students at Northeastern University.

Section 3: Officers must be actively participating members of the club sport and have been in the club for at least 1 year for required positions and 1 semester for optional positions.

Section 4: The captains of NUCR will be President, Vice President, Secretary, Treasurer, Sports Information Director (SID), Distance Captain, and Sprint Captain.

- Section 5: Captains of NUCR must attend practice every day unless they have a reasonable excuse such as class, illness, etc.
- Section 6: Captains of NUCR may hold their office until the semester before they graduate. The captains must relinquish their office during their last semester in order to help new captains transition into their respective roles.
- Section 7: A captain may step down before their final semester for any reason provided they allow sufficient time before the next season to elect a new captain to fill their position.
- Section 8: At the conclusion of a semester captains may trade positions amongst themselves. If all captains do not agree on the switch the decision is made by the president, whose role it is to manage the captains.
- Section 9: The president may impeach any other captain. That captain may appeal the impeachment immediately. The captains, not including the impeached captain, will then vote. The impeachment is final if the majority of captains vote for it. The president may be impeached by the vice-president.

Section 10: Officer Roles

President:

1. Directs and manages efforts of other captains
2. Finalizes season race schedule
3. Signs team up for races
4. Interacts with coaches and race directors at meets
5. Finalizes season practice schedule
6. Leads practice
7. Makes final decision if captains cannot reach a decision on a club matter
8. Presides over captain meetings
9. Handles communication with Club Sports
10. Organizes new club initiatives
11. Maintains all email correspondence, except for Club Sports and SABO
12. May impeach other captains and participate in appeal vote

Vice-President:

1. Assists president with high-level and new initiatives
2. Collaborates on race schedule
3. Collaborates on practice schedule
4. Plans travel to races (booking vans, hotels, flights, etc)
5. Run practice and/or captains' meetings in the absence of the president
6. Leads runs
7. May participate in appeal vote in the case of captain impeachment

8. May impeach the president

Treasurer:

1. Manages finances of NUCR
2. Collects dues and other monies
3. Sends monthly ledgers to Club Sports
4. Corresponds with SABO
5. Organizes two (2) fundraisers per semester and reports them on Do Sports Easy
6. Collaborates with SID to ensure those listed on DoSportsEasy have paid dues
7. Keeps track of races scratches
8. Maintains NIRCA and USATF memberships if needed
9. Manages for sale apparel
10. Maintains all email correspondence relating to finances, especially SABO
11. Purchases team equipment
12. May participate in appeal vote in the case of captain impeachment
13. Leads runs at practice
14. Leads practice in the absence of president and vice-president

Secretary:

1. Organizes apparel purchases
2. Sets up information sessions and recruitment events
3. Coordinates community service initiatives (10 hrs per semester)
4. Sends write up on community service event(s) to club sports
5. Sends write up on competition events to club sports
6. Keeps meeting notes
7. Maintains alumni relations, especially the end of season alumni newsletter
8. Organizes team bonding events such as scavenger hunt, chocolate milk mile, weekend trail runs, team hikes, pasta parties, etc.
9. Leads runs at practice
10. Leads practice in the absence of president and vice-president
11. May participate in appeal vote in the case of captain impeachment

Sports Information Director:

1. Maintains social media accounts
2. Maintains the NUCR website
3. Posts weekly practice schedule to members
4. Ensures everyone on team is listed on DoSportsEasy
5. Inputs all race information into DoSportsEasy before and after races in timely manner
6. Maintains NUCR registration on Engage
7. Collaborates on race schedule
8. Collaborates on practice schedule
9. Leads runs at practice
10. Leads practice in the absence of president and vice-president
11. May participate in appeal vote in the case of captain impeachment

Sprint Captain:

1. Manages sprinting team
2. Creates sprinting practice schedule
3. Schedules Cabot practice space
4. In charge of correspondence with prospective members
5. Acquires passes for the Reggie Lewis Center.
6. Collaborates on race schedule
7. May participate in appeal vote in the case of captain impeachment
8. Leads runs at practice
9. Leads practice in the absence of president and vice-president

Distance Captain:

1. Manages distance team
2. Creates distance practice schedule
3. Emails coaches, athletic directors and race directors regarding potential races and meets
4. Responsible for making sure club records are up to date.
5. Collaborates on race schedule
6. Collaborates on practice schedule
7. May participate in appeal vote in the case of captain impeachment
8. Leads runs at practice
9. Leads practice in the absence of president and vice-president

Safety Officer (2):

1. Hold current CPR/AED/First Aid certification
2. Helps ensure the health and safety of all members
3. Responsible for emergency action response and risk management
4. Responsible for informing Club Sports Office of all injuries and emergencies

Article 11: Election of Officers

Section 1: The election process will take place at the latest during the last semester a captain is in office.

Section 2: Elections will be sufficiently publicized to all members 1 week in advance.

Section 3: The nomination process will take place one week before the election. Members may anonymously nominate themselves or others in the club via a Google form. In said form they must provide sufficient reasoning for nomination, or else the captains have the authority to discard nomination under suspicion of fraud. Sufficient reasoning includes evidence of the person's leadership abilities and commitment to NUCR.

Section 4: Nominated captains will be informed of their nomination, at which point they

may accept or decline their nomination. By accepting their nomination, the nominees agree to appear on the ballot and become a captain for at least one semester should they win the election.

Section 5: Each position will be voted on separately in an anonymous google form, where each NUCR member gets one vote on the e-ballot sent to the email they signed up with.

Section 6: A nominee is voted into office with a simple plurality vote of the current membership.

Section 7: A voting member is defined as one who filled out the NUCR questionnaire, completed their DoSportsEasy form, and paid dues.

Section 8: Safety Officers will not be elected, the captains will appoint at least two each semester.

Article 12: Amendments

Section 1: The bylaws and constitution may be amended by a majority vote of the current NUCR captains.

Section 2: The team must be made aware of the change to the constitution immediately after the amendment is added.

Article 13: Club Sports Policies and Procedures

Section 1: All policies and procedures outlined in the Northeastern Club Sport Handbook, Northeastern Student Handbook, and Northeastern Student Code of Conduct shall be adhered to by this organization. All violations and subsequent disciplinary actions shall be determined and enforced by the Club Sport Administration according to the policies and procedures outlined in the Northeastern Club Sport Handbook

Section 2: Members are not permitted to wear team gear at bars or parties.

Section 3: “In conjunction with the Club Sport Administration, the officers of NUCR reserve the right to enact disciplinary measures upon any club member who is found to have violated a policy of the club, or whose actions have negatively affected the reputation of the club. Disciplinary actions may include, but are not limited to, probationary sanctions, temporary suspension, or permanent suspension from all club activities.”