

## The Ohio State University Men's Volleyball Club

# CONSTITUTION

As drafted by Nick Carnesi and Jack Otte, March 2014

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### **Purpose**

The Club and its members provide male students at The Ohio State University the opportunity to participate in competitive volleyball on a non-varsity level. Players who make a travelling team will compete in 5 to 12 tournaments against other colleges and universities across the country.

### **Code of Conduct**

OSUMCVB (Ohio State University Men's Club Volleyball) follows the NCVF (National Collegiate Volleyball Federation) code of conduct. See below for compliance and conduct policies as defined by the NCVF.

### **Non-Discrimination Policy**

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sexual orientation, or veteran status. The Club is limited to having its members be male because of the rules of competition dictated by the National Collegiate Volleyball Federation (NCVF), the Club's governing body.

### **Governance and Officer Positions**

#### **President/Co-Presidents**

- Be the main connection between the Club and the Club Sport Office, other clubs, the Midwestern Intercollegiate Volleyball Association (MIVA), and the NCVF.
- Be accountable for the actions of other Club members.
- Organize a tournament schedule for each team.
- Fill out the necessary paperwork for tournament entry and MIVA membership.
- Maintain an updated e-mail list for members of the Club.
- Make sure the other officers are doing their job properly. This does not mean doing their job for them.
- Attend meetings through the Club Sport Office and hold monthly meetings for the Executive Board.

#### **Vice President**

- Book hotels.
- Club gear (e.g. Nationals t-shirts, balls, ball carts).
- Provide directions for tournaments.
- Organize rides.

### Treasurers

- Set up and maintain a budget for the year.
- Collect and reimburse gas receipts.
- Manage the Club bank account and debit card.
- Submit reimbursement forms to the Sport Club Office.

### Secretary

- Maintain a written record of Club activities.
- Record scores and club records.
- Collaborate with Sport Club Office to preserve Club documents and artifacts.
- Check the club mailbox on a weekly basis and as necessary
- Organize community service events around the clubs tournament schedule

### Fundraising Chair

- Arrange fundraising opportunities for the Club.
- Hold members accountable for attending fundraising events.

### Tournament Director(s)

- Organize the home tournament, as well as help with scheduling for other tournaments.
- Collaborate with clubs of other colleges and universities to attract as many potential teams for the annual Buckeye Fall Kickoff home tournament.
- Organize schedule and distribute tournament packets during the home tournament.

### Recruitment Coordinator

- Host the Club's booth at the fall Involvement Fair.
- Be an outspoken advocate for the Club around campus.

### Risk Manager

- Know proper protocol in case of an emergency.

### **Election and Removal of Officers:**

The election takes place in the last week of March during the Club's main competitive season. Club members may nominate themselves for any position. A maximum of one position can be held by any player. The election begins with voting for the President, then Vice President, and on down the list recorded above. A brief speech must be given by each nominee before votes are cast. Votes are counted by the highest ranking graduating officer, or the President if no officers are graduating. A simple majority vote is necessary to win the position. All members who run for office must be "Active" and "in good standing" with the club.

The Executive Board may remove a fellow officer with a majority vote plus the sponsorship of the President if he is not carrying out his duties responsibly. In the event the President is asked to be removed, the Vice President must support the motion. of the other members, If an Executive Board member is relieved of his duties, one of the remaining officers may assume the vacant duties, or the President may appoint a replacement from the general Club membership in that position. If the President is removed, the Vice President takes on the role of President and maintains position of Vice President.

### **Coaches:**

The President and Vice President have the right to select coaches for the A and B teams. Both positions must endorse the candidate to be hired.

### A Team Coach

A contract will be signed stating that the coach must attend 90% of official team practices and tournaments.

A yearly salary of \$2500 will be paid directly to the coach after the last tournament of each semester, plus a stipend for the cost of their flight to Nationals and up to \$200 in reimbursable expenses at Nationals.

Transportation and hotel costs at all other tournaments is provided to the coach by the club. Food costs are not.

### B Team Coach

A yearly salary of \$1500 will be paid in two separate payments directly to the coach after the last tournament of each semester, plus a stipend for the cost of their flight to Nationals and up to \$200 in reimbursable expenses at Nationals.

Transportation and hotel costs at all other tournaments will be provided for the coach by the club. Food costs are not.

### C Team Coach

Membership to the RPAC and the right to purchase a parking pass, due to their association with a university organization.

### **Membership and Dues:**

#### Membership Contract Form

After tryouts have been held and team selections have been made, all players must sign a membership form. This membership form will state that the player has read the club's constitution and agrees to the terms and conditions stated in the club constitution.

#### Hard Dates

Half of each member's dues (as indicated by the team specifics below) are due by **October 1<sup>st</sup>**. The second half is due by **November 1<sup>st</sup>**. NO involvement, including practices, is allowed by members who have not paid by these dates. Specific cases can be brought before the Executive Board at an Officer's Meeting to be reviewed. Dues are non-refundable, unless player is in good standing and deemed unable to continue participating (example: injury, internship, co-op).

### A Team

Club dues are \$400 per player for the year.

Potentially paid coach and attendance of Big Ten, MIVA, a select number of open tournaments, and NCVF Nationals.

\*An Additional fee may be applied per player to cover the salary increase of any coach beyond what is stated above.

### B Team

Club dues are \$350 per player for the year.

Potentially paid coach and attendance at all MIVA tournaments, a select number of open tournaments, and NCVF Nationals.

\*An Additional fee may be applied per player to cover the salary increase of any coach beyond what is stated above.

### C Team

Club dues are \$300 per player for the year.

Self-coached and attendance at all MIVA tournaments and a select number of open tournaments.

\*An Additional fee may be applied per player to cover the salary increase of any coach beyond what is stated above.

\*\*If C Team will be attending NCVF Nationals, they must pay an additional \$50 per person by February 1<sup>st</sup> to cover their tournament entry fee.

### Practice Players

\$50 for the year (payable by individual semester [\$25])

Payment is due at the first showing of attendance.

Players must fill out ALL paperwork (OSU, RPAC, MIVA, NCVF) that is completed by the C Team members and will be listed as a part of their roster.

### **Club Meetings:**

A full club meeting will be held within one week of the end of tryouts and team selections, approximately the second week of September. This meeting will allow members to ask questions about the club constitution or voice their opinions to the executive board in a formal setting. A second full club meeting will be held within the first two weeks of the second semester. This meeting will allow players to address any concerns or issues with attending the NCVF national tournament. The third and final full club meeting will be held to elect new executive board members at the end of the second semester as defined above.

### **Jerseys:**

Jerseys are to be purchased by the individual player based on their roster spot. Jerseys may be different between A, B and C teams, but must represent the club in a positive image and comply with University and NCVF standards. Jerseys are property of the individual player and the club is not responsible for lost or damaged personal items. If a player switches teams mid-year the club is not responsible for obtaining a new jersey for that player.

**Extradition:**

If a member chooses to leave the club, a formal notice is to be written and delivered to the club President, as well as their designated team captain. Those who quit are not entitled to a refund of their club membership fee. Leaving the club revokes any right to rejoin a roster or attend practice without paying an additional practice player fee. Furthermore, any player who decides to leave the club is not considered in good standing.

**Amending:**

Amending the constitution can only be done in a formal setting in one of the three full club member meetings defined above. Any amendments may be proposed by a member in good standing, but must pass with a majority vote.

**Tryout Policy:**

Tryouts will be held approximately in the second week of the Fall semester. New players may join rosters throughout the year if deemed necessary by the respective team recruiting the prospective player. This player must pay a full year of membership dues if joining during the Fall semester and half membership dues if joining during the Spring semester.

**Fundraising and Community Service:**

Member attendance is mandatory for all fundraising events. Any potential absences must be brought forward before both the president and fundraising chair prior to the event. If a member has an unexcused absence, he must pay a \$25 fine. He will not be eligible to participate in any club events until the fine has been paid.

Community service and outreach is expected of every member of the club. Missing community service events will not incur a fine, but will affect playing time and club standing. Attendance is not mandatory, but is highly encouraged.

**Definitions:**

Active- a member who currently pays dues and travels to tournaments

In Good Standing- ALL dues and fines are balanced with the club, maintains regular attendance at practice with ZERO unexcused absences, and has never quit the club without good reason as deemed by the Executive Board.

**National Collegiate Volleyball Federation Code of Conduct****1. INTRODUCTION**

1.1 The purpose of the NCVF Code of Conduct is to describe expected behavior for all players, coaches, referees, staff, and spectators (collectively "participants") participating in NCVF endorsed, sponsored or recognized events ("NCVF Event(s)").

1.2 Players enrolled at a university/college assume a duty to conduct themselves and their team in a manner compatible with their school's purpose as a post-secondary educational institution. Players are expected to act in a mature and responsible manner when participating in all NCVF Events. By participating in NCVF Events, participants acknowledge that they are ambassadors to the sport of volleyball, both on and off the court.

Participants, therefore, will abide by the highest sportsmanship and ethical standards of conduct. Any reports (e.g. from other teams, law enforcement, and/or hotel management) of activities that reflect negatively upon the NCVF may result in sanctions or other appropriate actions as described below. When participating in any NCVF Event, players and teams must comply with all applicable policies, rules and regulations set forth by their schools, leagues, conferences and the NCVF.

1.3 All teams shall designate a Team Representative who shall be responsible to timely communicate all NCVF Code of Conduct related matters to their teams, players and applicable participants, and to all NCVF recognized commissioners, player representatives, school officials and others.

1.4 All participants will conduct themselves with honor and dignity. This includes playing volleyball for the game's sake, being gracious in a win or loss, working for the good of the team, and applauding the efforts of teammates and opponents.

## 2. THE CODE

2.1 Participants will not:

- a. Consume, distribute, or possess alcohol while participating in any NCVF Event. State laws prohibit the use of alcohol by anyone under the age of twenty-one.
- b. Attend any NCVF Event while intoxicated.
- c. Consume, distribute, or possess drugs that are a violation of federal or state laws. Any person found in violation may be subject to prosecution by law enforcement.
- d. Inappropriately taunt or physically confront any participant or other person at an NCVF Event.
- e. Damage or destroy any facilities or personal property of others at an NCVF Event.
- f. Violate any NCVF rule or policy.
- g. Violate facility or hotel rules or policies.
- h. Violate any federal, state, or local laws while at an NCVF Event.
- i. Engage in any behavior that violates school policies while at an NCVF Event.
- j. Fail to timely communicate with or cooperate with any NCVF related investigation, review or effort to address any potential or actual violation of this Code.

2.2 Team representatives assume responsibility to monitor player conduct, both on and off the court at NCVF Events, and to ensure that the Code's prohibitions against alcohol and drug use are upheld.

2.3 Participants are expected to behave in an orderly, dignified manner throughout any NCVF Event.

2.4 Players will abide by USAV rules (Domestic Competition Regulations) regarding court conduct.

2.5 It is the responsibility of the team representative to review this Code with his/her team and participants. Each team also assumes responsibility to orient all participants with applicable conduct standards regarding all NCVF Events.

2.6 By participating, participants acknowledge that there are inherent risks associated with attending or playing in an NCVF Event, including but not limited to risk of injury, including bone, muscular or nerve damage, loss of or damage to personal property and other potential losses or damages. Participants assume liability for injuries or damages in connection with their individual or joint participation in any NCVF Event.

### 3. VIOLATIONS

3.1 Participants that fail to abide by this Code are subject to disciplinary action/sanctions, in accord with the procedures described in this Code.

3.1.1 The disciplinary action/sanctions that the offender and/or the offender's team may be subject to include, but are not limited to:

- a. Forfeiting sets and/or matches;
- b. Denying awards that recognize team or player achievements;
- c. Imposing monetary fines;
- d. Notifying the university/college;
- e. Receiving probationary status;
- f. Prohibiting entry into subsequent NCVF events;
- g. Suspension from NCVF recognized league or conference play;
- h. Denial of entry into one or more NCVF Events
- i. Other appropriate actions or sanctions.

3.2 Anyone may provide notice of a suspected violation of this Code by notifying the NCVF Compliance Committee of the circumstances giving rise to the suspected violation. The notice shall be sent to [ncvfcompliance@ncvfvolleyball.org](mailto:ncvfcompliance@ncvfvolleyball.org). The Committee shall use reasonable efforts to notify all applicable participants and other interested parties should it proceed with issuing a disciplinary action/sanction, as provided below.

3.3 The NCVF Compliance Committee will determine and render any appropriate participant sanction or other action. The Committee will provide notice to the offending participant and team representative of the action or sanction, and others as it deems appropriate. Participants shall have an opportunity to request a review of the action or sanction so long as the request is made within ten days and forwarded to the NCVF Compliance Committee at [ncvfcompliance@ncvfvolleyball.org](mailto:ncvfcompliance@ncvfvolleyball.org).

3.4 The NCVF Compliance Committee shall have discretion to effectuate sanctions or take other Code of Conduct compliance actions at the NCVF National Collegiate Club Championship Tournament that may not be subject to review if, in the discretion of the NCVF Compliance Committee and Director of Competition, a review would cause delay or otherwise hinder effective administration of the championship tournament. National Collegiate Volleyball Federation Code of Conduct

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Sport Club Office Mandated Articles

Article 1 – Code of Student Conduct

The Ohio State University Code of Student Conduct applies to the team and its individual members.

#### Article 2 – Continuity in Case of Suspension

If the team is suspended for violating the Code of Student Conduct, Competitive Sports will appoint an Interim President and an Interim Treasurer. The Interim President and Interim Treasurer may (1) transfer signatures and check writing authority for the organization's bank account to themselves within thirty days of the suspension, (2) pay existing financial obligations out of the organization's current funds, and (3) when the period of suspension ends, take appropriate steps with Student Activities to re-register as a student organization. Further, the Interim President and Interim Treasurer shall inventory the organization's equipment and write a plan for its storage and safekeeping during the suspension period. This plan must be submitted to Competitive Sports within the first thirty days of the suspension. During this suspension no new coaches or staff should be hired during this time. All club assets are frozen during this suspension period meaning nothing should be bought or sold during this time. Should the Interim President or Interim Treasurer wish to take any additional actions, they must seek advance approval from Competitive Sports.

#### Article 3 – Return to Competitive Sports

In order to return as a recognized Sport Club team, The Interim President must provide Competitive Sports with documentation that team is a recognized student organization. The Interim President must also provide a roster of at least 15 students to Competitive Sports along with a written plan to hold elections. This plan should, to the extent possible due to the terms, length and timing of the suspension, resemble the provisions contained in Article 2.