

# **Carleton Climbing Club (CCC) Constitution 2020/21**

## **Article I: Carleton Climbing Club (CCC)**

The Organization shall be known as the Carleton Climbing Club, and hereby after shall be referred to as CCC.

## **Article II: Purpose of CCC- Club Objectives**

- 2.1 Offer a welcoming atmosphere for newcomers to learn and experience the sport of rock climbing.
- 2.2 Offer opportunity for enthusiasts that share a similar passion and devotion to enjoy the sport together as well as exchange knowledge.
- 2.3 Offer group climbing sessions at discounted prices for local climbing gyms in Ottawa.
- 2.4 Organize group outings to various natural cliff faces located in Ontario.
- 2.5 Educate novice climbers about various forms of climbing.
- 2.6 Communicate with Ottawa's local climbing facilities to offer members a better experience and broaden club opportunities for climbing in the local area.

## **Article III: Structure**

- 3.1 The General membership shall be the legislative body of the organization and shall be composed of all fee-paying members.
- 3.2 The Executive Committee shall be the Administrative body of the organization and shall be composed of a President and Vice Presidents

## **Article IV: Memberships policies**

- 4.1 All Carleton students are eligible to join the organization as general members, providing the annual fee has been paid.
- 4.2 General members have the right to run and vote for an executive position following the 2020 - 2021 school session.
- 4.3 Upon registration, membership is valid until the subsequent school year
- 4.4 In the event that any member of the organization violates the organization's Constitution, or CUSA's Constitution, and disciplinary action is being considered, the Exec shall report it to the Clubs and Societies Commissioners.
- 4.5 Members of the Climbing club will have the right to:
  - 4.5.1 Attend any or all climbing club activities and events held by the CCC given that they have met the activity requirements such as payments of said event.
  - 4.5.2 Attend CCC meetings and address any topic of conversation throughout said meetings.
  - 4.5.3 Vote during meetings and during the election processes.
- 4.6 Membership may be revoked by club executives providing the member violates any of the following:
  - 4.6.1 Violates the CCC constitution
  - 4.6.2 Violates CUSA constitution

4.6.3 Willfully damage, harm or threaten club assets including the club members.

4.6.4 Has not paid their club membership fee.

4.6.5 Display behavior that presents the CCC in a mal-mannered situation.

#### **Article V: Executives**

The following structure of the executive team will be implemented after the 2020/21 school year.

5.1 President: To facilitate, run and oversee all club affairs, trips, events and programs.

5.2 Vice President (V.P.) Internal: Help run the club in overseeing a majority of other V.P.s and aiding in whatever situation ran by other V.P.

5.3 V.P. Social: In charge of social media relations relating to the club including photography. Run marketing advertisements.

5.4 V.P. External: Seek sponsorship opportunities as well as create relationships with local organizations outside of the CCC.

5.5 V.P. Finance: Create and manage the club's bank account as well as budget for events.

5.6 V.P. Events: Plan and seek out event opportunities.

5.7 The vice president's positions will be open to the general public (internal and external). The hiring process will consist of an application process within the Facebook group. The positions will be finalized by the president.

#### **Article VI Elections**

6.1. The CCC executive team is active from September to August

6.2 An application process will be held to determine the executives of the following academic school year. The application process will consist of a submission of application form and agreement between returning executives.

6.3 The newly chosen President will lead the recruitment of all other Vice Presidents.

6.4 For current executive members who wish to remain in their current positions: firstly, interest must be expressed and finally, suitability is determined by the newly-chosen president. These two requirements must be fulfilled in order to occupy the same position once again.

6.5 For current executive members who wish to apply for other positions: brand new applications must be submitted.

6.6. The current President will choose their successor according to the following factors:

- Application Process
  - Suitable interest and involvement in prior CCC events
  - The presidential candidate must have served on the executive team for at least 8 months or throughout the entire current academic term.

- Endorsement by the current executive team: this serves as a supporting factor in the current president's decision-making process. If in any case the president's chosen candidate does not align with the majority endorsement, an emergency meeting will be held to collectively deliberate candidacy. This meeting will discuss the president's chosen candidate's inability to secure endorsements from the team. If the president and the VP Internal find the claims of non-endorsement to be substantial, an alternative candidate will be chosen.

6.7 The previous executive is responsible to ensure a smooth transition by writing and submitting a transition report to the President before the beginning of the election process.

6.8 A tie between applicants shall be chosen by compromise between the president and the current CCC Executive Committee.

### **Article VII: Impeachment**

7.1 Impeachment of executives, including the president, may occur in the following Scenarios:

7.1.1 Violation of Article 4.6.

7.1.2 Incapacity to uphold executive responsibilities.

7.2 Current executives can vote to impeach one of the other executives providing they meet one of the previous requirements in Article 7.1.

7.3 Only under the following conditions can a vote for impeachment be held:

7.3.1 All remaining members of the executive team, stated in Article 5, must be present or must appoint a proxy to be present to vote on their behalf.

7.3.2 A minimum of three of the five executives must be present themselves for the voting.

7.3.3 If not all executives or appointed proxies can attend for the vote, the voting must be rescheduled to a later time when the above conditions can be met.

7.4 An executive undergoing an impeachment will relinquish the majority of their role to the remaining executives during an intermediate period of 2 weeks in which a new executive is elected through a similar process of election in Article 6 with the current executives acting as the RO.

### **Article VIII: Amendments**

8.1 Changes to the CCC constitution shall be discussed during an executive meeting before being brought to the general public in which the club members may challenge significant changes.

8.2 Making final amendments to the constitution must be based on a majority vote of the current executive team.

**Article IX: Dissolution of the organization**

9.1 Upon dissolution of the Organization, all assets received from CUSA shall be returned to CUSA and all other assets shall be given to CUSA, Carleton club or Charity of choice depending on the current executive representative's decisions.

**Article X: End of Year Duties for the Executive Team**

10.1 End of year duties (end of year being April) should begin no less than sixty days before the last school day of the winter term. These duties include:

10.1.1 Internally hiring a CCC president

10.1.2 Hiring the Vice Presidents

10.2 Preparing financial statements consisting of: the current balance of the CCC account, all outgoing expenses for the year, average cost of events, a balance sheet, income statement, and a general budget for the following year. There should be no outstanding balances of accounts owed, etc.

10.3 While transitioning VP positions, the previous VP should, outline specific duties, recaps of major projects, and rough budgets

10.4 Organizing the CCC Google Drive, sorted by year. Surrendering access to the CCC Drive, CCC social media accounts, CCC bank account, and the CCC email

10.5 Succession planning will be done yearly