

CONSTITUTION OF THE DARTMOUTH OUTING CLUB
(last edit: June 24, 2015)

ARTICLE I -- NAME AND PURPOSE

Section I

Name: The name of this organization shall be the Dartmouth Outing Club.

Section II

Purpose: The purpose of the Dartmouth Outing Club shall be to further, through camaraderie in the out-of-doors of a diverse and inclusive membership, the educational objectives of Dartmouth College and its principle of community, by stimulating an appreciation of nature and environmental stewardship, a knowledge of the fundamental crafts of outdoor living, the creative use of leisure time, and above all, the development of such personal traits as initiative, integrity, tolerance, self-reliance, and leadership.

ARTICLE II -- ORGANIZATION

Section I

Board of Directors: There shall be a Board of Directors in which shall be vested final authority within the Club.

Section II:

Advisory Council: There shall be an Advisory Council of the Outing Club. The Advisory Council may advise the D.O.C. Board of Directors and members of the Outdoor Programs staff, on any policy matters pertaining to the Dartmouth Outing Club..

Section III

Member Organizations: The Outing Club shall be comprised of a number of student run organizations relating to outdoor activities whose purposes shall be consistent with the purpose of the Dartmouth Outing Club.

- (1) Status: Each member organization shall be of equal status within the Outing Club regardless of the name which its members choose and shall be recognized by the Board of Directors.
- (2) Membership: Anyone may join the Outing Club by paying the appropriate fee. Leadership shall be reserved for undergraduate student members.
- (3) Governance: Each member organization shall have a constitution stating the purposes of the organization and detailing the form which the student leadership of the organization shall assume.

Section IV

Student Directorate: The Student Directorate of the Club shall be composed of the President and Vice-President of the Club, other officers of the Club, and the Chair, Co-Chairs, or President of each active member organization. Member organizations with Co-Chairs shall be apportioned only one vote in the Student Directorate. The Student Directorate shall serve as the student council of the D.O.C. as a whole, an advisory council to the President, and will have other duties as detailed in the Constitution.

ARTICLE III -- MEMBERSHIP

Section I

Active:

- (1) Annual. Open to any registered student and/or spouse at Dartmouth College upon payment of a fee to be determined by the Board of Directors.
- (2) Career. Open to undergraduate students of Dartmouth College upon payment of a fee to be determined by the Board of Directors.

Section II

Associate: Membership in any of the following categories shall be subject to the approval of the Board of Directors:

- (1) Annual. Open to alumnae and alumni, to persons affiliated with Dartmouth College, and others, by application, whose interests conform to those of the Club. Types of Associate Annual membership and their respective fees shall be established by the Board of Directors.
- (2) Life. Limited to alumni and alumnae. The club president or advisor may bring other requests before the Board of Directors.
- (3) Honorary. Open by election only to persons who have rendered exceptional service to the Dartmouth Outing Club or to outdoor life. The process of election shall be by decision of the Board of Directors, who shall seek the advice of the Advisory Council in this decision.

ARTICLE IV -- OFFICERS

Section I

Eligibility: The officers of the Club shall be elected or appointed from the undergraduate membership prior to the annual meeting of the Club and, with the exception of honorary officers, shall be active members of the Club.

Section II

President: There shall be a President of the Dartmouth Outing Club.

(1) Election procedure:

- a) The President shall be elected by a majority vote at the election meeting.
- b) The election meeting shall be held in the winter term, voting shall be by secret ballot, all club members shall be eligible to vote, and each member of the Club present at the meeting shall have one vote.
- c) The sitting president shall preside at this meeting, and one half of the Directorate shall constitute a viable quorum.
- d) Notice of the election meeting shall be sent, at an appropriate time, to all undergraduate student members.

(2) Duties:

- a) The President shall be an ex-officio member of the governing body of each member organization and shall have the power to call meetings, individually or collectively, of officers, member organizations, or their student councils, where applicable. It shall be the duty of the President to coordinate the activities of the Club and to direct and encourage those activities which will further its objectives.
- b) The President, with the assistance of the OPO staff, shall prepare an annual report recording the activities of the Dartmouth Outing Club. This report shall be submitted to the Board of Directors and the Advisory Council.

Section III

Vice President: There shall be a number of Vice Presidents of the Dartmouth Outing Club who shall be nominated and elected after the President at the same meeting by a procedure similar to the nomination and election of the President.

The Vice President(s) shall assist the President and, in the absence of the President, shall assume the duties of that office.

Section IV

Other Officers:

- (1) A number of Safety Chairs, responsible for working with the members of the Club and the staff of the Outdoor Programs Office to create and review the safety policies of the Club and to periodically review and update the safety supplies of the D.O.C., shall be appointed by the President.
- (2) The President may also appoint a Services Chair of the D.O.C., responsible for the coordination of Club members with the Tucker Foundation and other community service groups, in order that the D.O.C. shall continue to assist and participate in programs for the benefit of the general community.

(3) The President shall recommend a Director of D.O.C. Trips who shall be hired upon the approval of OPO staff. The Director of D.O.C. Trips shall be responsible for all aspects of the Trips program and report to the Board of Directors.

(4) Additional officers, such as Publicity and Publications Chairs, may be appointed by the President if such are deemed necessary or desirable.

Section V

Honorary Officers: There may be honorary officers of the Club, who shall be elected by decision of the Board of Directors, with advice from the Advisory Council.

Section VI

Member Organizations Leaders: There shall be a Chair, Co-Chairs, or a President of all member organizations. Nominations and election of the Chair, Co-Chairs, or President shall be made from the active membership of each organization in accordance with the regulations of the Club. The President of the Dartmouth Outing Club shall not at the same time be the Chair, Co-Chair, or President of any member organization.

The President, Chair, or Co-Chairs of each member organization shall be responsible for ensuring that its program fulfills the purposes of that organization and encourages the participation of members of the Club.

The President, Chair, or Co-Chairs of each organization shall be responsible to the Board of Directors for the functions and activities of their member organization.

No person shall serve as the President, Chair, or Co-Chair of more than one member organization of the Club at the same time.

ARTICLE V--BOARD OF DIRECTORS

Section I: Membership

The Board of Directors shall consist of the Student Directorate, and the professional staff of the Outdoor Programs Office.

Section II: Meeting and Decision Procedure

- 1) Operation: The President shall preside at Board meetings.
- 2) Agenda: The President shall prepare the agenda with assistance of OPO staff. Agenda items and any accompanying materials shall be forwarded to the President not less than 24 hour prior to the meeting.
- 3) Board meetings shall take place as necessary.
- 4) All Board meetings are open to D.O.C. members.

5) Minutes shall be taken at meetings. The President and Outdoor Programs staff shall ensure the keeping of minutes at meetings, and the distribution of draft minutes to the Board not less than 24 hours prior to the next Board meeting. Minutes shall be corrected and approved at the next Board meeting. Approved minutes shall be posted in an appropriate public forum.

6) Decisions of the Board. The Board will strive to make all decisions by consensus of those present at meetings. Major policy decisions shall not be made unless 5 clubs are represented and the OPO staff approve. In the event that the Board cannot reach a consensus, a decision shall require:

- a) consent of the heads of at least 2/3 of the active member organizations of the Club, (active=submitted a budget in the current term) and
- b) consent of the OPO Staff.

In the event of a consensus among students denied by staff, or vice versa, recourse shall be to the Director of Outdoor Programs, who shall attempt to mediate a consensus. If either party is not satisfied with this decision, they shall have the right to appeal to the next level of the College where a similar procedure will be applied.

7) Any Board member may at any time insist on strict compliance with Robert's Rules of Order.

Section III: Duties

The Board of Directors shall have the following duties:

- (1) Fulfillment of Purpose: The Board shall be the policy making body of the D.O.C.. As such it shall provide general oversight of all Club activity. The Board may appoint officers and committees and establish operating procedures not otherwise provided for towards the fulfillment of the purposes of the D.O.C.
- (2) Finances: The Board of Directors shall make all decisions concerning allocation of DOC Funds.
- (3) Communications within the College: The Board shall represent the D.O.C. in its relations within the College community. The Board shall make minutes of meetings and any official resolutions available to the Vice Provost for Student Affairs, or his/her delegate, as necessary.
- (4) Personnel: The Board may request to be consulted in the hiring of all Outdoor Programs Office staff positions which affect the D.O.C.. The Board shall be advised about position vacancies and the job descriptions and recruitment process for such employees.
- (5) Relationship with other committees: The Board may create other such ad hoc committees and advisory committees as it deems appropriate. These

members need not be members of the Board. A representative from OPO staff shall serve as members of all these committees.

ARTICLE VI - ADVISORY COUNCIL

Section I

Membership: The Advisory Council shall consist of members as determined below:

(1) and (2) -- The President and a Vice President of the Club.

(3) to (7) -- Five additional student members to be chosen in whatever manner the President and Vice President deem most fair and practical. An effort shall be made to choose students representing a variety of active member organizations

(1) to (7) -- the above shall hereafter be referred to as "student members".

(8) to (14) -- Seven faculty, administration, alumni, alumnae, or community members, chosen to reflect a broad representation of the Dartmouth community, to be appointed for a three-year term by the Director of Outdoor Programs after consultation with the Advisory Council. Terms shall begin at the start of the spring term. No Advisory Council member shall serve more than two consecutive terms. Terms shall start and end at the end of Spring recess (March.)

(8) to (14) -- the above shall hereafter be referred to as "non-student members".

The Advisory Council may recommend additional non-student members, forwarding such recommendations to the Director of Outdoor Programs. If such appointments are made, the student members of the Advisory Council may select additional students as Advisory Council members so that the number of student and non-student voting members shall remain roughly equal.

Section II

Duties: The Advisory Council may advise the D.O.C. Board and the Outdoor Programs staff, on any policy matters pertaining to the Dartmouth Outing Club. Such matters shall include, but not be limited to:

- (1) Fulfillment of purpose
- (2) Financial priorities
- (3) Properties over which the D.O.C. has discretionary responsibility
- (4) Personnel
- (5) Operational procedures
- (6) Life memberships and honorary officers.

Section III

Meetings: There shall be at least one meeting per term. Meetings may be called: (1) by agreement of the Advisory Council at a previous meeting, (2) by the Club President, (3) by the Chair of the Advisory Council, (4) by OPO Staff or (5) any three Advisory Council members.

Minutes will be taken by the Outdoor Programs staff or a student representative. The Advisory Council shall correct and approve minutes at subsequent meetings.

Advisory Council meetings shall be open to the public.

Section IV

Chair of the Advisory Council: The Advisory Council may elect one of its members to serve as Chair of the Advisory Council or the President may assume the duties of the chair. Such election shall be at the first meeting of the Spring term for a term of one year. The chair shall preside over meetings.

The Chair shall prepare an agenda for each Advisory Council meeting in consultation with the OPO Staff and the President, if applicable, which will be distributed to the Advisory Council members prior to a meeting.

In any year in which the Council decides that a student member shall serve as Chair of the Advisory Council, the Council shall also choose a non-student Council member to serve as Non-Student Liaison, whose role shall be to improve and facilitate between-meeting communications among the Board of Directors, Outdoor Programs staff, and non-student Council members.

ARTICLE VII -- THE YEAR

Section I

Fiscal Year: The fiscal year of the Club shall be consistent with that of the College.

Section II

Terms of office: Club officers and Advisory Council members elected or appointed for an entire year shall take office immediately following spring recess. Their terms shall expire at the end of spring recess the following year. The Board may decide to hold an Annual Meeting to formally welcome the new officers and inaugurate the year.

ARTICLE VIII -- REGULATIONS

Section I

Establishment: There shall be regulations of the Dartmouth Outing Club, established by decision of the Board of Directors, to implement and supplement the

provisions of the Constitution. A copy of these regulations shall be posted in the D.O.C. offices and an appropriate public forum.

Section II

Amendment: The regulations may be amended by decision of the Board of Directors.

ARTICLE IX-- ADOPTION AND AMENDMENTS

Section I

Adoption: This Constitution shall be adopted by decision of the existing Board of Directors and a two-thirds vote of the existing Advisory Council of the Club. This Constitution shall become effective upon approval by the Vice Provost for Student Affairs or his/her delegate

Section II

Amendments: An amendment to this Constitution may be adopted by decision of the Board of Directors, after seeking the advice of the Advisory Council. An amendment shall become effective upon approval by the Vice Provost for Student Affairs or his/her delegate.

AMENDMENT 1

The Dartmouth Outing Club as a whole, through the leadership of its member organizations, will address and uphold the statement of purpose (Article I, Section II) each term. At the first D.O.C. Board meeting of the term, the club presidents and chairs must explain, in detail, specific plans of action as to how their club will fulfill the goals of the D.O.C. mission statement. Furthermore, the Director of the Outdoor Programs Office will be responsible for distributing copies of the D.O.C. Constitution to the heads of each club and emphasizing the statement of purpose and this amendment. Ultimately, it will be the responsibility of the D.O.C. President to actively publicize the D.O.C. mission statement to the entire Dartmouth community each term.