

The Constitution of MIT Pistol Team

v. March 22, 2013

1. Preamble

We, the members of the MIT Pistol Team, seek to create a competitive, but inclusive environment where members can learn, practice, and shoot safely.

2. Purpose

2.1. The purpose of the MIT Pistol Team (henceforth referred to as, "team") is a club sport team that exists to compete in various shooting competitions.

2.2. The purpose of this document is to provide a general set of guidelines by which the MIT Pistol Team shall adhere in its activities and governance.

3. Membership

3.1. General

3.1.1. All members of the MIT student community are eligible to try out to become members. Non-MIT students are not eligible to try out.

3.1.2. Due to the limited capacity of the shooting range, membership shall be limited and are to be determined by tryouts. The number of memberships given shall be predetermined by the executive officers.

3.1.3. Depending on membership yield, try outs can be held up to twice per academic year. One tryout period shall be held at the beginning of the Fall semester. If necessary, a second tryout period may be held during IAP.

3.1.4. Membership shall be decided by the executive officers on the basis of safety, attendance, interest in the team, potential, and skill level displayed during the tryout period.

3.1.5. This organization will not discriminate based on any characteristic listed in MIT's Nondiscrimination Statement.

3.2. Membership Responsibilities

3.2.1. All members must make all reasonable efforts to attend all practices, matches, and meetings. Exceptions may be made if arrangements are made with the Captain or Team Manager ahead of time.

- 3.2.2. All members must carry out their chores to the best of their ability. In the case that they are unable to fulfill this duty, the team manager must be informed and appropriate actions must be taken by in order to ensure that the chore is completed.
- 3.2.3. All members shall be required to pay membership dues, the amount of which shall be announced during the tryout period. There will be exceptions made for students who are in extenuating financial circumstances as determined by the Captain and Treasurer.
- 3.2.4. Membership can be revoked at any point in time with valid reason as determined unanimously by the executive officers. Valid reasons include, but are not limited to, any of the criteria used to determine membership during the tryout period. They cannot be any of the characteristics listed in MIT's Nondiscrimination Statement.

4. Executive Officers

4.1. General

- 4.1.1. At any given time, there shall be at least three officers: the Captain, Team Manager, and Treasurer.
- 4.1.2. Any member shall be eligible to run for office.
- 4.1.3. Any member can hold up to two positions with the exception of the Captain, Team Manager, and Treasurer.
- 4.1.4. Multiple members can hold any one office, with the exception of Captain, Team Manager, and Treasurer.

4.2. Positions & Duties

4.2.1. Captain

- 4.2.1.1. Shall be responsible for overseeing the Pistol Team, its executive officers, members, and activities.
- 4.2.1.2. Shall be responsible for representing the Pistol team and its interests
- 4.2.1.3. Shall be responsible for creating team cohesion and maintaining team morale
- 4.2.1.4. Shall preside over all Executive Officer meetings and general body meetings

4.2.1.5. Shall be the primary officer to hold meetings, match up new members with returning members for the mentorship program, lead recruiting efforts, and schedule practices

4.2.1.6. Shall be responsible for making lodging and transportation arrangements for away matches

4.2.2. Team Manager

4.2.2.1. Shall serve as interim captain and fulfill all the responsibilities of Team Captain in the event of the captain's absence or removal

4.2.2.2. Shall be responsible for scheduling match dates with other teams, creating relays for match, managing match schedules, and managing the team calendar

4.2.2.3. Shall oversee range chores system and all other necessary processes in order to maintain a functioning team

4.2.2.4. Shall oversee correspondence with the Club Sports Council, Junior Olympics Qualifiers, and Sectionals paperwork

4.2.3. Treasurer

4.2.3.1. Shall be responsible for attaining the qualifications necessary to be a treasurer as deemed by the ASA.

4.2.3.2. Shall oversee the team's accounts and expenses in order to ensure that the pistol team's activities are sustainable for present and future.

4.2.3.3. Shall be responsible for reimbursement of all pistol-related expenses.

4.2.3.4. Shall be responsible for collecting dues

4.2.3.5. Shall be responsible for communicating with team coaches to purchase team supplies

4.2.3.6. Shall have the discretion and power to enact financial changes as necessary to ensure the team's posterity.

4.2.4. Equipment Manager

4.2.4.1. Shall manage the pistol team inventory, including apparel and pistols. The equipment manager will not have access to pistols unless a hired coach is present.

4.2.4.2. Shall work with team members to assign them pistols

4.2.4.3. Shall work with hired coaches to ensure that all equipment is properly maintained and in working order

4.2.5. Webmaster

4.2.5.1. Shall be in charge of maintaining and updating the team website.

4.2.5.2. Shall have the discretion to implement electronic solutions for the team's needs as he/she sees fit.

4.2.6. Social Chair

4.2.6.1. Shall be responsible for promoting team bonding and unity through social events, activities, and outings.

4.2.6.2. Shall be in charge of organizing end-of-the-semester banquets.

4.2.7. Alumni Relations & Publicity Chair

4.2.7.1. Shall be responsible for maintain relations with pistol team alumni

4.2.7.2. Shall send periodic newsletters to alumni mailing lists

4.2.7.3. Shall organize annual Alumni match

4.2.7.4. Shall send emails to the Club Sports Council to update matches and match results.

4.2.7.5. Shall organize Athletics Gateway booth during Orientation and CPW

4.2.8. Historian

4.2.8.1. Shall be responsible for taking pictures and maintain records of team events and matches.

4.2.8.2. Shall collaborate with the Alumni Relations & Publicity Chair to create alumni newsletters and generate media for the Athletics Gateway booth

4.2.9. Statistician

4.2.9.1. Organizes scoresheets for matches and records scores as they come in from both teams

4.2.9.2. Sends in scores for JO Qualifiers and Sectionals for all team members.

- 4.2.9.3. In charge of updating and tracking team and individual score progress for all events

4.3. Election & Impeachment

4.3.1. Elections

- 4.3.1.1. Elections shall be held within the month before the NRA Intercollegiate National Championships (typically mid-March).
- 4.3.1.2. Any member of the team is eligible to run for office.
- 4.3.1.3. Quorum for meetings shall be one-half of all members on the team.
- 4.3.1.4. Any member is elected if he or she wins a majority of the voting members.
- 4.3.1.5. If more than two people are running and no one wins a majority, then the person with the fewest votes is dropped from the ballot and votes are recast.
- 4.3.1.6. The term of office runs from the end of the NRA Intercollegiate National Championships in the year of election until the end of the NRA Intercollegiate National Championships the following year.

4.3.2. Impeachment

- 4.3.2.1. Any officer failing to carry out the responsibilities of his/her office can be subject to impeachment.
- 4.3.2.2. Impeachment can be proposed by any member of the team by means of email to the Executive committee, in which case a meeting will be held within the week following the proposal, during practice time. The proposing member will present his/her proposal in front of the team, after which there will be discussion led by the Captain, or, if the Captain is under consideration for impeachment, the Team Manager. Within an hour of the meeting's commencement, a vote will be held for impeachment, unless a majority vote extends the time of discussion. A 2/3 vote is required to impeach.
- 4.3.2.3. Practices also scheduled by the Captain, subject to cancellation. Usually 5-7pm Mon-Thurs. Two relays of 15 members each, members can shoot on other relay space and equipment permitting. Absences are excused in event of emergency, unavoidable academic conflicts, or other extenuating circumstances. Low attendance is sufficient reason for membership termination.
- 4.3.2.4. In the event of an impeachment of an executive officer, elections shall be held in order to fill the open position.

5. Meetings, Practices & Matches

5.1. Meetings

- 5.1.1. Meeting attendance is not strictly mandatory, however strongly encouraged. Meetings are scheduled by the Captain; at least once a month, usually after match weekends.
- 5.1.2. Meeting minutes will be recorded by the Historian, and sent out to all members after the meeting.

- 5.1.3. Any member who must miss a meeting must notify the Captain or Team Manager at least 30 minutes prior to the meeting, and is wholly responsible for any material covered in the meeting minutes.
- 5.1.4. Quorum for meetings shall be one-half of all members on the team.
- 5.1.5. Meetings shall be presided over by the Captain, unless he/she is absent, and in that case the Team Manager shall preside.
- 5.1.5. All decisions shall be made by a majority vote of all members present.

5.2. Practices

- 5.2.1. Practice times shall be announced at the beginning of Fall semester, IAP, and Spring semester depending on range and Pistol Rifle Club volunteers' availability.
- 5.2.2. In the event that there are more members than shooting points, practices will be split into relays and members assigned to a relay time.

5.3. Matches

- 5.3.1. Matches are scheduled by the Team Manager during the summer prior to the season beginning. Matches are scheduled with the competing team, but the range master must be notified of all match dates and times.
- 5.3.2. All members who are shooting must arrive to the range 30 minutes before their assigned relay.
- 5.3.3. Matches will be run by hired coaches.

6. Amendments

- 6.1. Amendments shall be presented by any member of the organization in the form of email to the executive team.
- 6.2. Upon the receipt of an amendment, the executive team must declare a meeting open to all members within a week.
- 6.3. Amendments shall be passed by a two-thirds vote of the members present at the meeting.
- 6.4. Quorum for the amendment meeting shall be one-half of all members (including Pistol Executive Officers) on the team.

7. ASAGovernanceClause

The MIT Pistol Team agrees to abide by the rules and regulations of the Association of Student Activities, and its executive board. This constitution, amendments to it, and the by-laws of this organization shall be subject to review by the ASA Executive Board to insure that they are in accordance with the aforementioned rules and regulations.