

CONSTITUTION OF NEW DRAGONS DRAGON BOAT STUDENT TEAM

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Article 1: Name and Purpose

- 1.1. The official name of the recognized student group is “New Dragons Dragon Boat Team”.
- 1.2. The official short form of the group name is “New Dragons”.
- 1.3. New Dragons is the official New College dragon boat student team. It is a student-run organization whose primary objectives are to promote the New College name; to encourage and engage the community; foster fitness, health and well-being; and to progress competitively as a team. In addition, New Dragons also acts as a social club where students of any background can meet new people and be physically active.

Article 2: Membership and Membership Fee

- 2.1. New Dragons membership consists of 2 types of members: general members and roster members. It shall maintain a list of both types.
- 2.2. There is no membership fee to be a general member.
- 2.3. Roster members are selected from those general members who indicate their interest to be on the paddling roster.
The student team roster is comprised of a minimum of 22 paddlers. The executive committee selects roster members according to criteria selected by the executive committee during the pre-race-season training period. Examples of possible criteria include: attendance at land-training sessions, attitude, and physical fitness. Criteria can vary from year to year depending on the race season goals and the composition of the members trying out. The executive committee reserves the right to revoke a paddler’s roster membership for any behaviour reasonably judged detrimental to the team’s performance or safety.
- 2.4. Voting membership is open to all registered students of the University of Toronto
- 2.5. Non-voting membership is open to University of Toronto staff, faculty, alumni, and persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.

Article 3: Rights of Members

- 3.1. Voting general members are entitled to:
 - 3.1.1 Attend all non-paddling activities, such as land-training sessions, social events, and public meetings
 - 3.1.2 To voice his/her opinion at all public meetings
 - 3.1.3 To try out for the team paddling roster
 - 3.1.4 Run for a position on the executive (See Article 7)
 - 3.1.5 Vote in the annual general meeting and vote at the executive election at the end of the season
- 3.2. Voting roster members are entitled to:

- 3.2.1. All the entitlements of general members
- 3.2.2. Attend all race festivals in which New Dragons is participating
- 3.3. Roster members are expected to:
 - 3.3.1 Attend all required pool, boat and land practices as specified by the executive committee at the time of the roster selection
 - 3.3.2 Assist with the team's fundraising efforts

Article 4: Executive Committee

- 4.1 The Executive Committee will be elected by voting members after the last regatta of the season at a mandatory annual election called "Turnover"
- 4.2 The term for all positions on the Executive Committee shall commence immediately after the end of the Turnover in which they were elected and terminate immediately after Turnover the following year.
- 4.3 The Executive Committee shall be comprised by at least one person in each of the roles outlined in Article 5.
- 4.4 All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.5 Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.6 The maximum amount of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.
- 4.7 No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.

Article 5: Executive Committee Composition and Duties

- 5.1 Captain or Assistant-Captains (2): The maximum amount of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.
 - 5.1.1 The captain or two (2) Captain and Assistant-Captains (the format which will be decided upon by the previous year's executive committee), assume the role of leader of the team and is the director of all the year's activities.
 - 5.1.2 Duties include organizing the fitness routines and schedules, planning goals, calling and running executive meetings, organizing social events, and delegating responsibilities.
 - 5.1.3 The captain or assistant-captains shall oversee the organization and development of the team in general.
 - 5.1.4 The captain or assistant-captain is in charge of updating and maintaining the accounting and finance documents for the team. This includes managing the funds and handling all payments and transactions.
 - 5.1.5 It is also the captain or assistant-captain's responsibility to have control over all banking necessities such as cheques and banking records
 - 5.1.6 The captain or assistant-captain will be responsible for all actions of the bank account including deposits of funding and withdrawals for payments.
 - 5.1.7 Proposal of a budget for the year is to be done before the first general meeting of NCSC.

- 5.1.8 The captain or assistant-captain ensures the website for the team is updated on a regular basis. Any problems concerning the website will be addressed to the Webmaster.
- 5.1.9 The captain or assistant-captain's will be ultimately responsible for the setup and maintenance of a convenient and efficient means of communication for internal team affairs as well as between the team and any external organizations.

5.2 Logistics, marketing and outreach director(s):

- 5.2.1 The number of logistics, marketing and outreach directors will be decided upon by the previous year's executive.
- 5.2.2 The logistics, marketing and outreach directors are in charge of organizing fundraising and recruiting events with the ultimate goal of positively raising the profile of the team.
- 5.2.3 They are also in charge of organizing various social events throughout the season to encourage team bonding.

5.3 Training Director(s):

- 5.3.1 The number of training directors will be decided upon by the previous year's executive.
- 5.3.2 The training directors are responsible for all matters relating to athletic performance.
- 5.3.3 Duties include, but are not limited to: creating and administering an effective training program, planning and executing fitness evaluations, monitoring and overseeing the team's physical and mental well-being, and being the first point of contact between general members and roster members for all training information.

5.4 Miscellaneous:

- 5.4.1 Any roles that do not fit in any of the above descriptions.
- 5.4.2 The executive team reserves the right to appoint a team member to a miscellaneous position to aid in the operation of the team.
- 5.4.3 The appointment must be ratified by voting general members.

Article 6: Elections

- 6.1 Candidates for executive positions are recommended to have at least a year experience as a New Dragons roster member
- 6.2 Candidates for the captain position are recommended to have at least a year experience as an executive.
- 6.3 To qualify as a candidate, a person must be nominated by at least two people on the team roster.
- 6.4 Elections will take place at an annual general meeting called “Turnover” where general members will vote for the candidate who they deem fit to hold each of the executive positions for the following season.
- 6.5 A candidate must first accept his/her candidacy before being placed in the election ballot. The candidate with the most votes in each position will accept the role and all its responsibilities.
- 6.6 In the event that there is only one candidate running for a position, he/she must have at least 50% of the votes to be elected.
- 6.7 It is highly recommended that at least half of the executive committee is composed of students in third year or lower to ensure that there will be non-graduating executive members in the following election.

Article 7: Finances

- 7.1 The Captain or Assistant shall keep an active record of income and expenses.
- 7.2 The Captain or Assitant-Captains shall present the group’s updates on the group’s financial position at annual general meetings.
- 7.3 The Executive Committee must approve all non-routine expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 7.3.1 Routine expenditures include regatta fees and Dragon Boat Canada (DBC) team registration fees
- 7.4 New Dragons may not engage in activities that are essentially commercial in nature.
- 7.5 New Dragons will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 7.6 New Dragons will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 7.7 The group will not pay salaries to any of its officers.
- 7.8 At the beginning of every new school year, the Co-Captains will be assigned as signing officers for New Dragons bank account; it is expected to have the transferring of signing officers to be done no later than 1 month after the season has started.

Article 8: Meetings

- 8.1 Meetings are to be held for all executive members whenever necessary and at least monthly.
- 8.2 The first meeting for every new school year should be held at least 2 weeks before the recruitment information session.

- 8.3 An agenda for the meeting is required for discussing urgent and important issues during the meeting, and minutes should be taken for tracking progress and responsibilities.
- 8.4 The captain reserves the right to veto any decisions made at the meetings.
- 8.5 Following the conclusion of the paddling season, Turnover will take place to which all general members are invited to attend to select the following year's executive committee.

Article 9: Termination of Membership

- 9.1 The Executive Committee may revoke the membership of any member of the club (general or roster) who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest.
- 9.2 A vote to revoke membership must be held at a meeting of the Executive Committee.
- 9.3 A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.
- 9.4 Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.
- 9.5 In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.
- 9.6 Following a termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.
- 9.7 Executive Committee members are subject to the same termination of membership process as general and roster members.

Article 10: Amendments to the Constitution

- 10.1 Amendments to the Constitution require a two-thirds majority vote at a general meeting of New Dragons.
- 10.2 Proposed amendments must be presented at a meeting of the Executive prior to the annual general meeting.
- 10.3 Any voting general member of the group may propose and vote on a constitutional amendment.
- 10.4 The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
- 10.5 Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.