

# Michigan State University Rodeo Club Constitution

## ARTICLE I – NAME AND PURPOSE

### **Section 1 Name and Constitution**

The name of this organization is the Michigan State University Rodeo Club. A copy of this document shall be made available to all members at the second meeting of the fall semester every year. By paying of dues, each member verifies that they have read and will abide by the constitution.

### **Section 2 The purposes and objectives of this organization are:**

- a. to strive to develop and support a performance-winning team to compete in intercollegiate rodeos.
- b. to sponsor an annual sanctioned rodeo.
- c. to inspire interest in the sport of rodeo in Michigan.
- d. to provide social organization for students who share a common interest in rodeo.
- e. to conduct ourselves as mature, responsible individuals, and to make this organization an asset to MSU.

## ARTICLE II - MEMBERSHIP

### **Section 1 Eligibility**

Any regularly enrolled student of MSU showing sufficient interest in the sport of rodeo and in the club activities is eligible for membership. The MSU Rodeo Club will not discriminate on the basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual, orientation, veteran status, or weight.

### **Section 2 Membership**

Any eligible MSU student shall become a voting member upon payment of dues and active membership.

#### **a. Dues**

Yearly membership dues for the new and old members shall be set by the board prior to the first general meeting of the year. Dues are payable when membership is acquired.

### **Section 3 Associate Membership**

a. Any Michigan college student showing sufficient interest is eligible for associate membership in the MSU Rodeo Club.

- i. He/she may attend any meeting or MSU Rodeo Club sponsored event.
- ii. He/she will be a non-voting member upon payment of dues.
- iii. He/she is ineligible to hold an elected office, not including event director.
- iv. Intercollegiate rodeo competition is subject to the discretion of the individual's college.

### **Section 4 Members in Good Standing**

- a. To remain a member in good standing, members are expected to attend 50% of all meetings and attend 3 promotional and 1 fundraising activities per semester.
- b. New members are required to sell a minimum value of \$200 in sponsorships and returning members are required to sell a minimum of \$300 in sponsorships. All members must actively participate in the Spartan Stampede itself (including: setup, security, souvenirs, tear down, etc.).

### **Section 5 Member Default List**

#### **a. Unpaid fines and fees**

Members having delinquent fines and fees will be placed on the default list. Any member on the default list, after notice is given, shall have two meetings to prove to the board why they should remain a member of the club. Failure to do so may result in expulsion from the organization.

#### **b. Penalties**

Members on the default list will not have a vote in the club meetings and will not be allowed to participate in club activities or practices. The MSU Rodeo Club will assume financially responsibility at club funded activities; for members in good standing and sponsors or other guests invited by the club. This includes Banquet and other designated social activities throughout the year.

**c. Release**

A member will be released from the default list upon payment of their fines or fees, or by successful appeal to the board.

**Section 5 Loss of membership**

Before any member is dropped from the membership list, such action must be by two-thirds of membership in good standing.

- a. A written complaint must be submitted to the board at least one meeting prior to being voted on.
- b. The written complaint must be signed by at least two members.
- c. A two-thirds vote of the members in good standing is required for dismissal.

ARTICLE III – OPERATING PROCUDERS

**Section 1 Regular Meetings**

Meetings shall be conducted at least twice monthly during the school year. Attendance shall be taken at every meeting and the secretary will keep the list. The president or vice-president, with the approval of two other members of the board of directors, or any four members in good standing, may call a special meeting for any reason deemed necessary.

**Section 2 Quorum**

A quorum equals 51% of the membership in good standing.

**Section 3 Questions of order**

The president shall decide all questions of order, being guided by the constitution, and where the same are silent, by *Robert's Rules of Order*. All decisions on points of order shall be appealable to a majority vote of the members in good standing present at the meeting.

**Section 4 Committees**

Elected Committee will include Scholarship, Fundraising, Community Outreach, Recruitment, and Merchandise.

**a. Scholarship Committee**

The scholarship committee must consist of a minimum of four people, including a chairperson and faculty and/or graduate advisor. This committee is responsible for preparing, distributing and reviewing applications. Selection of recipient(s) is made by the Scholarship committee or designated panel and presented to the general membership.

**b. Fundraising Committee**

Two-people will co-chair the fundraising committee and be assisted by the Treasurer. The committee is responsible for the organization of all fundraising activities (excluding the rodeo), and petitioning the ASMSU funding board annually.

**c. Community Outreach Committee**

The community outreach committee will be led by the elected community outreach chair. This committee will focus on active involvement in the East Lansing area as well as with children. The committee should arrange school and children's hospital visits throughout the year to promote the club and the sport of rodeo.

**d. Recruitment Committee**

The recruitment committee will be led by the elected recruitment chair. The goal of this committee will not only be to recruit members for club but also for the NIRA team. The committee will seek out students, or potential students, who may have interest in rodeo.

**e. Merchandise Committee/Property Manager**

The merchandise committee will be in charge of all club merchandise. This includes all merchandise to be sold from the club and plan and organize the merchandise to be sold at Spartan Stampede. This committee will also include property manager who shall look after all property and equipment of the club and be responsible for its maintenance. The property manager will keep a written inventory of the club's property, which is to be reviewed by the board at the end of each semester.

**Section 6**

**The NIRA Team**

The NIRA team will function as its own entity while remains a part of the MSU rodeo club, it will adopt its own constitution, appoint its own leaders in the form of coach, captain, and fundraiser chair. NIRA competitors must also be members in good standing with the MSU Rodeo Club.

ARTICLE IV - OFFICES

**Section 1**

**Office and Qualifications**

Elected offices will include President, Vice President, Secretary, Treasurer, three general board members, Rodeo Co-Chair, Social representative, event directors, and Ag Senate. A person may not hold more than one office that qualifies them for a board member vote. All officers and executive board are expected to be present at all activities, absence of two or more activities, without prior notice, will result in evaluation of position by the executive board. To hold any office with the exception of the advisors, the person must be an MSU student in good standing. Before an individual can hold any office, that individual must have completed at least one semester of school and be a club member in good standing. Only Michigan State University students are allowed to hold an office.

**Section 2**

**Duties of Officers**

Voting members of the board shall include the vice-president, secretary, treasurer, and the three general board members. The rodeo co-chair will vote in the case of an absent board member and the president will act as a tiebreaker.

**a. President**

The president of the organization will preside over all meetings of the club and board of directors. The president will appoint the chairpersons of all standing committees before October 1 of the fall semester and perform such other duties, as the organization of board of directors shall direct.

**b. Vice-President**

In the absence of the president, or in case of the president's inability to preside over the meetings of the club or fulfill presidential duties, the duties herein before prescribed as Office of President shall be performed by the Vice President. The Vice-President shall be responsible for suggesting needed constitutional change, serve as co-chair of the rodeo and be informed of all committee work. He/she shall appoint all rodeo committee chairpersons.

**c. Secretary**

The secretary shall maintain requested correspondence pertaining to the organization and keep the minutes of all open board and general club meetings. These minutes will be posted in the club room or read aloud at the following meeting. It will be the responsibility of the secretary to take attendance and keep a list of those persons suspended from the list of voting persons. The secretary will keep a record of current policy under the standing rules. He or she will keep a club

roster consisting of each member's name, e-mail and phone number. He or she will keep members, faculty and graduate advisors informed of upcoming activities via the MSU Rodeo Club e-mail account. Additionally, he or she is to supervise the up keeping of the MSU Rodeo Club website. It shall be the responsibility of the secretary to list members in default as outlined in Article II, Section 5, and inform persons when their name has been placed on the default list.

**d. Treasurer**

The treasurer is to maintain all the financial records of the club. The treasurer will be responsible for the paying of all bills and the collection of revenues. The treasurer shall make a report of the financial standing, income and expenditures of the club at all meetings, and to the board prior to, or at, each meeting. The treasurer shall inform all previous members that dues shall be paid within the first meetings of fall semester, and notify those who are on the delinquent list. The treasurer shall be responsible for keeping a current list of paid members and a list of outstanding fees and fines. He shall also be responsible for all work involved in petitioning ASMSU for funding each year.

**e. General Board Members**

There are three board of representatives and they are expected to attend all activities, as described by Article V section 1, and have voting power when the Executive Board convenes. One of the general board members will also serve as the social media chair.

- i. **Social Media Chair** - Their responsibilities will include all website updates and will also be in charge of the social media accounts. These updates are to be made regularly to keep the public aware of all the Club and NIRA events. They will also be the one in charge of contacting and communicating with the club photographer.

**f. Rodeo Co-Chair**

The rodeo co-chair will assist the vice president in all home rodeo activities. The rodeo co-chair does not have a board vote except in the case of an absent voting board member.

**g. Social Director**

The social director is responsible for planning all club sponsored social events.

**h. Event directors**

Event directors will be elected for each of the following categories; rough stock, men's timed events and women's timed events. The above directors will be in charge of establishing practices and obtaining stock, equipment and instructors for practices for their respective events. Qualified persons may be elected to more than one event directorship. The Event Directors will also be responsible for proper schooling and signed release forms for all participants at any club practice and will provide an organized report on their event for each meeting

**i. Ag Senate**

For this position there can be co-chairs if more than one person would like to attend the meetings. One of the ag senate co-chairs will attend all of the Agriculture Student Senate meetings and report back to the club and be a mediator between the club and ag senate officials. They will also be in charge of reserving the area around the rock the week of Spartan Stampede, or sometime near then, so the club can paint it.

**Section 3**

**Board of directors**

The board of directors consists of faculty advisors, coach and graduate advisor. They are to meet with all board meetings, general meetings and as necessary at other times. The board shall assist the club in producing the rodeo.

**a. Faculty Advisor**

A faculty member or members, as the club sees fit, accepting office shall perform in the capacity of advisor, serving to guide the activities of the MSU Rodeo Club. The faculty advisor is to be considered as a necessary link between the club and the university

**b. Coach/Associate Advisor**

A coach shall oversee the rodeo team members to ensure compliance with MSU policies and procedures and in compliance with NIRA eligibility. A coach will also assist with high school relation's recruitment efforts.

**c. Graduate Advisor**

A graduate student, whom the board may appoint, will exercise influence and control at board and regular meetings.

**Section 4**

**Elections**

**a. Regular elections**

Elections are to be held three meetings, or the first meeting that does not conflict with another NIRA rodeo following the Spartan Stampede. Newly elected officers will assume their positions effective immediately following elections. The elections will be held and voted by the members in good standing for all officer positions and committee chair persons. Nominations for these offices will be made from the floor one meeting prior to elections and remain opened until the night of elections. A majority vote of members in good standing, present at the meeting constitutes election. Article IV Section 2, Duties of the Officers, shall be read prior to the opening of nominations. If nomination is accepted, he/she must give a speech to the club of why they would be a good candidate for the position.

**b. Special elections**

If for any reason, an officer resigns or leaves school, a special election will be held. All nominations are to be made at least one meeting prior to the election. Anyone, including officers, will be eligible to run for the position opened by the vacancy. If an officer is elected to fill the vacancy, they shall resign the previously held office, if both cannot be held at once, and the vacancy will be filled immediately by elections. A majority vote of members in good standing, present at the meeting constitutes election.

**c. Eligibility to vote**

Any member is eligible to vote on all matters unless he or she is on the list of default, voting rights have been suspended under Article II, Section 4, or his or her dues are not currently paid at the time of the election or is not an MSU student.

**d. Absentee ballot**

Eligible voters unable to attend a meeting may cast their ballot by filling out the appropriate form and returning to an advisor or the president prior to the vote. This applies to elections or removal of officers and constitutional amendments.

**e. Removal of officers**

The resignation of an officer shall be asked for in written form and received immediately following a vote to that effect, by two-thirds of the membership in good standing. Removal from office may be raised by any member in good standing, supported by one other member in good standing. Voting on the removal is to take place at the first regular meeting following the raising of the issue of removal. Voting will be by written ballot in a vote not to be conducted by the person whose removal is in question. Failure to achieve the necessary number of affirmative votes for removal constitutes continuance in office.

ARTICLE V - GENERAL POLICIES

**Section 1**

**Standing rules**

The club will be governed by standing rules adopted at regular meetings by a majority vote of those members in good standing present at the meeting. Votes of those present but remaining silent will be counted as abstaining votes. The secretary will keep record of current policy under the standing rules.

**Section 2 Eligibility to use club equipment**

Any member of the MSU Rodeo Club is eligible to use equipment that belongs to or is rented by the club, at club rates, and according to the regulations set up by the board members, including but not limited to approval by the event director and signing of a release form, providing the member is not on the list of default.

**Section 3 Alcohol Policy**

Alcohol, or those under its influence, will not be permitted at any official club event. Any violation may result in the said member's expulsion from the club.

ARTICLE VI - CONSTITUTIONAL AMENDMENTS

**Section 1 Proposal and adoption**

All proposals of amendments to this constitution must be presented at a regular meeting. Such proposals must be presented at least one meeting prior to the voting on such amendments. A two-thirds majority of the membership in good standing present at the regularly scheduled business meeting is required for all amendments.

ARTICLE VII - LIABILITY

**Section 1 Liability**

The Michigan State University Rodeo Club, including all members and families of members, will not be held responsible for any accidents or injuries received by any person during any rodeo or rodeo club activity or while traveling on a Rodeo related activity.

ARTICLE VIII - SCHOLARSHIPS

**Section 1 Non-Rider Scholarship**

A. Specifications of the scholarship

1. This scholarship is to be applied toward the cost of tuition and will be deposited in the student's university account. One scholarship will be presented each year. The recipient is to be determined at the end of the spring semester and presented with the award at the annual Rodeo Club end-of-the-year banquet.
2. The amount of the scholarship is \$500 with the money generated through fundraisers specified for the purpose of scholarship funds. If the amount raised through these fundraisers exceeds \$500, the excess money will revert to the club general fund. If there are no fundraisers, no scholarship will be awarded for that year. If money is raised and no scholarship is awarded, the money shall remain with the club.

B. Eligibility of recipient

1. The recipient must be a non-NIRA competitor.
  - a. The definition of a non-NIRA competitor is a dues-paid member in good standing who does not compete at any NIRA rodeo, excluding the home rodeo.
2. The recipient must be a dues-paid member in good standing of the MSU Rodeo Club.
3. The recipient must be a registered MSU student.

C. Requirements of recipient

1. The recipient must be in good academic standing with MSU.
2. The recipient must have excellent attendance at MSU Rodeo Club meetings.
  - a. One unexcused absence per semester will be permitted.
3. The recipient must participate in a majority of club functions, including fundraisers and promotional activities.

4. The recipient must continue to participate in club activities after receiving the scholarship. Failure to do so will result in the retraction of the scholarship.
5. A type-written essay, not to exceed one page, must accompany the scholarship application. The essay shall include an explanation of the applicant's involvement in club activities, how these activities have benefited the applicant, the community and the MSU Rodeo Club.

D. Due Date

1. The non-rider scholarship application is due April 1<sup>st</sup>, or 3 weeks before banquet, whichever comes first based upon when banquet is scheduled.

## **Section 2 Rodeo School Scholarship**

A. Specifications of the scholarship

1. Two scholarships may be given per semester with the amount to be determined by the Scholarship Committee.
2. The recipient(s) will be chosen by the Scholarship Committee with preference given to those heavily involved with the Rodeo Club and likely to successfully represent Michigan State on the NIRA team.
3. Upon acceptance to the rodeo school, the Scholarship Committee must be presented with evidence of having attended the school. Failure to do so will result in the retraction of the scholarship.

B. Funds for the scholarship

1. Money will be dispensed based upon the available club funds and with the approval of the Scholarship Committee.
2. The recipient(s) will cover the travel, lodging and any tuition fee above the amount approved.
3. The amount will be used to offset travel expenses for the next semester and will be deposited in the student's account after the student has fulfilled the requirements as stated below.

C. Eligibility of the recipient

1. The recipient(s) must be a dues paid member in good standing of the MSU Rodeo Club.
2. The recipient(s) must be a registered MSU student.

D. Requirements of the recipient

1. The recipient(s) must be a NIRA cardholder.
2. The recipient(s) must be NIRA eligible.
3. The recipient(s) shall be expected to attend 50% or more NIRA regional rodeos within the Ozark Region.
4. The recipient(s) is expected to represent the MSU Rodeo Club to the best of his or her ability in and out of the arena, i.e., participate in all club activities, work and play.

E. Due Date

2. The last club meeting before Christmas break for fall semester and April 1<sup>st</sup>, or 3 weeks before banquet, whichever comes first based upon when banquet is scheduled for Spring semester.

F. General Policies

1. NIRA members will be accountable for \$500 worth of sponsorships for the Spartan Stampede and money will be due by the sponsorship deadline for the Spartan Stampede. This can be paid through cash, sponsorship, or fundraising.
2. Travel expenses are due two weeks after the rodeo competition. Competitors will not be able to ride at the next rodeo until they are paid.

## **Section 3 MSU Rodeo Club NIRA Scholarship**

A. Specifications

1. Must compete for the MSU NIRA team.
  2. Must follow all NIRA rules of eligibility and remain a member of good standing with the association of the club.
  3. Funds for scholarships shall be used strictly for tuition, books and/or other school supplies.
  4. Money for payment of the scholarships shall be accredited to the recipients tuition account for the following semester.
  5. Amount: \$500
- B. Requirements
1. Expected to represent the MSU Rodeo Club to the best of his or her ability in and out of the arena, i.e., participate in all club activities.
  2. To be eligible, rider must have attended at least 50% of NIRA regional rodeos during the semester for which they are applying for the scholarship.
- C. Due Date
1. The last club meeting before Christmas break for fall semester and April 1<sup>st</sup>, or 3 weeks before banquet, whichever comes first based upon when banquet is scheduled for Spring semester.
- D. General Polices
1. NIRA members will be accountable for \$500 worth of sponsorships for the Spartan Stampede and money will be due by the sponsorship deadline for the Spartan Stampede. This can be paid through cash, sponsorship, or fundraising.
  2. Travel expenses are due two weeks after the rodeo competition. Competitors will not be able to ride at the next rodeo until they are paid.

#### **Section 4 Incoming Freshmen NIRA Scholarship**

- A. Specifications
1. Money will be accredited to the recipient's tuition account after completing the requirements for the scholarship.
  2. Scholarship amount is \$500.
- B. Eligibility and Requirements
1. Must be an incoming freshmen or transfer student to Michigan State University.
  2. Must attend 50% or more NIRA sanctioned rodeos throughout the year.
  3. Must have a minimum 2.5 high school GPA or previous college GPA.
  4. Must maintain a 2.5 or higher GPA and remain fully eligible for NIRA.
  5. Must participate in club promotional and fundraising activities and represent MSU to the best of their ability in and out of the arena.
- C. Due Date
1. The incoming freshmen scholarship is due by the end of fall semester.
- D. General Polices
1. NIRA members will be accountable for \$500 worth of sponsorships for the Spartan Stampede and money will be due by the sponsorship deadline for the Spartan Stampede. This can be paid through cash, sponsorship, or fundraising.
  2. Travel expenses are due two weeks after the rodeo competition. Competitors will not be able to ride at the next rodeo until they are paid.

#### **Section 5 MSU Rodeo Club New Member Scholarship**



- A. Specifications of the scholarship
  - 1. This scholarship must be applied toward the cost of tuition for the following year. There will be one recipient determined at the end of the fall semester.
  - 2. The amount of the scholarship will be \$250. The scholarship money is to be pulled from fundraisers specified for the purpose of scholarship funds.
  
- B. Eligibility of recipient
  - 1. The recipient must be a non-NIRA competitor.
    - a. The definition of a non-NIRA competitor is a dues-paid member in good standing who does not compete at any NIRA rodeo, excluding the home rodeo.
  - 2. The recipient must be a dues-paid member in good standing of the MSU Rodeo Club.
  - 3. The recipient must be a registered MSU student.
  
- C. Requirements of recipient
  - 1. The recipient must be in good academic standing with MSU.
  - 2. The recipient must have excellent attendance at MSU Rodeo Club meetings.
    - a. One unexcused absence per semester will be permitted.
  - 3. The recipient must participate in a majority of club functions, including fundraisers and promotional activities.
  - 4. The recipient must continue to participate in club activities after receiving the scholarship. Failure to do so will result in the retraction of the scholarship.
  - 5. Must have a minimum 2.5 high school GPA or previous college GPA.
  - 6. A type-written essay, not to exceed one page, must accompany the scholarship application. The essay shall include an explanation of the applicant's involvement in club activities, how these activities have benefited the applicant, the community and the MSU Rodeo Club.
  
- D. Due Date
  - 1. The New Club Member scholarship is due by the last regular club meeting of the fall semester.

ARTICLE IX - RIDER POLICY

**Section 1 Rider Policy**

Riders are expected to represent the MSU Rodeo Club with integrity and respect at all times in and out of the arena; remain a member in good standings and abide by all NIRA requirements. Riders must attend all activities when not traveling with the NIRA Team or other rodeo sponsored event. Absence of two or more activities, without prior notice, will result in evaluation by the executive board of eligibility to compete.

**a. Accommodations**

The MSU Rodeo Club shall pay the following for MSU contestants in all NIRA Ozark Region rodeos, the National Championship Series Rodeo and the CNFR for qualifying contestants:

- i. 13 cents per mile for a vehicle without a trailer.
- ii. 22 cents per mile for a vehicle pulling a trailer.
- iii. Motel accommodations not to exceed \$55 per night/ per room  
(Charges exceeding the above allotments will be covered by all traveling members).
- iv. Separate rooms for males and females will be provided, unless otherwise agreed on  
beforehand and approved by the board

**b. NIRA Rider Sponsorship**

Riders will have the opportunity to accrue sponsorship monies under the representative title, MSU Rodeo Club under the following conditions:

- i. Riders MUST turn in all sponsorship to the Rodeo club to maintain all records of money

generated.

- ii. Funds generated will be applied to the rodeo club general account and be used to offset the costs of the accommodations listed above.

**Section 2 Travel Eligibility**

- a. MSU Rodeo Club members in good standing and all others affiliated with NIRA may travel in the designated team vehicle only after all MSU contestants have been accommodated for.
- b. Space permitting, individuals wishing to ride along with MSU NIRA Team will contribute to the trip by paying an equal share for their spot as discussed with NIRA contestants that are traveling.

ARTICLE X - QUEENS CONTEST

**Section 1 Queen Rules**

The current Queen shall abide by rules established by the club and represent the Rodeo Club with dignity and respect at all times. Professional etiquette shall be assumed at all times.

**Section 2 Contest Rules**

- a. The Queen's contest will be conducted in accordance with rules established by the Queen's Contest committee. These rules will be posted by January 15.
- b. A new MSU Rodeo Queen shall be decided after contest points have been calculated. Approval of the contestants prior to competition must be approved by the club advisor and the executive board. At any point during the competition if the contestant fails to abide according to their contract they may be dismissed from competition.
- c. Club participation will be accounted for in points added to the contestants' scores. All Queen Contestants must be members in good standing with the club. This means, all contestants must be dues paid members with 50% attendance and demonstrate active participation in promo events. Members who join at the beginning of the spring semester and wish to participate in the queen contest will be taken into consideration when calculating these participation points. Incorporation of these points into the final points total shall be decided by the queen's committee and the executive board by January 15<sup>th</sup>.

**Section 3 Budget**

A budget for the Queen's Contest will be established annually by the board.

ARTICLE XI - DISSOLUTION

**Section 1 Dissolution**

In the event of the dissolution of the MSU Rodeo Club, all funds will revert to the Michigan State University College of Agriculture and Natural Resources.