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We, as students of Northeastern University, in order to:

a) Initiate, develop and maintain outdoor activities for the Northeastern University community;
b) Satisfy at a minimal cost a need for outdoor recreation and education, other than formal athletics;
c) Promote and encourage good sportsmanship through the activities of the Club;
d) Provide an opportunity for people with a mutual interest in outing activities to meet year round;
e) Promote active involvement in public service areas such as trail clearing, conservation, ecology;

do establish this Constitution for the government and perpetuation of the Hus-Skiers and Outing Club on March 5, 1986.

Article I: Name

The organization shall be known as the Northeastern University Hus-Skiers and Outing Club (NUHOC), herein after referred to as, “The Club”.

Article II: Membership

Sec. 1 Eligibility:
Membership shall be open to registered students, faculty, staff, and alumni of Northeastern University.

Sec. 2 Dues:
  a) The fees for dues shall be in accordance with those stated in the by-laws.
  b) The membership shall extend from the month of issue to the last day of the month one year thereafter.

Sec. 3 Privileges:
New members and persons renewing membership shall receive a membership card and be entitled to all the privileges of the Club unless otherwise noted in this constitution.

Sec. 4 Honorary Membership:
  a) Honorary membership shall be granted to persons approved by the Executive Board and the Club’s advisor.
  b) The membership shall extend for a period of time determined by the Executive Board.
Article III: Organization

Sec. 1 Officers:
  a) The officers shall be President, Vice President of Organization, Vice President of Trips, Vice President of Public Relations, Secretary, Treasurer, Student Government Representative, and Equipment Chair.
  b) Elected officers shall be President, Vice President of Organization, Vice President of Trips, Vice President of Public Relations, Secretary, and Student Government Representative.
  c) Appointed Officers shall be Treasurer and Equipment Chair.

Sec. 2 Governing Term:
  a) Elected officers shall hold office for one term, as defined in IV.2.a.
  b) Appointed officers shall hold office until:
     (1) He relinquishes the position
     (2) He no longer meets the qualifications of an officer

Article IV: Election of Officers

Sec. 1 Qualifications:
  a) A nominee must be an undergraduate student at Northeastern University,
  b) A nominee must be a paid member of the Hus-Skiers and Outing Club at the time of election.
  c) Nominees must understand and be willing to take on the responsibilities and duties of the office for which they are running.
  d) A nominee will be ineligible if he knows in advance that they will be unable to attend at least 90% of regularly scheduled Executive Board and General Meetings for the term.
  e) Nominees must agree that they will make all reasonable efforts to attend meetings.
  f) Members of the Senior class are not eligible for election unless the term of office expires prior to graduation.

Sec. 2 Election Procedures:
  a) Elections shall be held during the last General Meeting of each term.
     (1) There shall be three terms per year: (1) Fall Semester, (2) Spring Semester, and (3) a combined summer session of both summer semesters.
  b) Nominations shall begin during the general meeting preceding the election and continue until the election begins.
  c) Voting will be limited to student members.
  d) Election will be determined by a plurality vote, that is: a total vote received by any candidate greater than that received by any opponent.
  e) In the event of a tie, the determining vote of the election shall be cast by the election chairperson.
  f) Due to the enormous responsibilities and duties of the appointed positions outlined in III.1.c, these positions will be appointed by an official vote of the Executive Board only.
  g) All officers are eligible for re-election provided they continue to meet the requirements.
  h) Order of nominations and elections shall be: President, Vice President of Organization, Vice President of Trips, Vice President of Public Relations, Secretary, and Student Government Representative.
  i) Candidates may be nominated for more than one position.
j) Candidates should be present at the time of the election, however if under circumstances where after reasonable effort, the candidate cannot be present, (s) he may elect to write a speech and have another member present it for him/her.

k) Elected officers will take office at the close of the school term in which they are elected.

l) No one individual shall hold two separate offices concurrently.

Sec. 3 Election Chairperson:

a) Shall be nominated and elected by an official vote of the Executive Board at a reasonable time prior to the elections. In the event that the position is not filled or the Chairperson elect is unable to fulfill his or her duties, another member who is not running for any office shall be appointed by the Executive Board.

b) Duties:
   (1) Shall be responsible for running nominations and elections.
   (2) Shall notify members of the upcoming nominations and elections at least two weeks prior to the elections.
   (3) Shall see that the nominees are properly notified of their nominations and that they read a copy of the Constitution prior to election.
   (4) Shall submit a list of the nominees to the Executive Board prior to the election.
   (5) Shall not vote except in the event of a tie.
   (6) Shall require each candidate or representative to give an oral account of his qualifications prior to the election. Qualifications can be challenged by any member of the club.
   (7) Shall tally the votes and present the results to the club members.

Sec. 4 Procedure for Fulfilling an Unexpired Term:

a) In the event that an office is prematurely vacated, special elections shall be held as soon as possible following the procedures described in Article IV Sec. 1 and all those portions of Sections 2 and 3 which can be applied to the specific case.

b) Such term of office will expire when the term of office would normally expire.

Article V: Duties of the Officer

Sec. 1 – All Offices:

a) All officers shall hold office hours in accordance with the current Student Activities Office guidelines, during which time they shall return phone calls, respond to emails, and work on other club related projects.

b) All officers shall make all reasonable efforts to attend scheduled Executive Board and General Club meetings.

c) In the event an officer is unable to attend he/she must notify the President of their absence prior to the meeting.

Sec. 2 President:

a) Shall preside at all General Club meetings and Executive Board meetings during his/her term in office.

b) Shall be responsible for overseeing and coordinating all offices, committees, and programs.

c) Shall make emergency decisions when necessary for the welfare of the Club, providing an
Executive Board meeting is not able to be held.

d) Shall see to it that all decisions of the Executive Board are carried out to the best of his/her ability.
e) Shall be advised of all expenses previous to payment.
f) Shall have the power to appoint committee chairpersons.
g) Shall have the power to call special meetings at his/her discretion or at the request of at least three members.
h) Shall represent the student Club to the NUHOC Alumni Club and the Lodge Committee.
i) Shall be responsible for representing the Club at all inter-club, University, and community functions. In the event he/she is unable to attend such events the President shall appoint another Executive Board member to represent the club.
j) Shall be responsible for keeping in touch with Student Activities, the Club Advisor, and other important personnel at Northeastern University (i.e. the Transportation department).
k) Shall ensure that the Club is registered each academic year, Office Space Allocation Applications are kept up-to-date, office hour forms are filed each term, the office key identification sheet is updated and accurate, and other necessary registration forms requested the Student Government Association (SGA) and/or the Student Activities Office are completed.
l) Shall cast the deciding vote in case of tie at an Executive Board meeting.
m) Shall prepare an agenda for all meetings at which he/she will preside.

**Sec. 3 Vice President of Organization:**

a) Shall, in the absence of the President, preside over the meetings and carry out the duties of that office.
b) Shall have the power to appoint committee chairpersons as required to carry out his/her duties.
c) Shall be the general assistant to the President.
d) Shall be responsible for the programs (any occurrences other than weekly proceedings) of the general meetings.
e) Shall be a member of the Executive Board.
f) Shall assist with the organization of activities as directed by the Executive Board.
g) Shall submit all plans to the Executive Board for approval.
h) Shall complete the miscellaneous duties required to run the club that fall outside of the duties of the President.

**Sec. 4 Vice President of Trips:**

a) Shall, in the absence of the President and the Vice President of Organization, preside over the meetings and carry out the duties of the Presidency.
b) Shall have the power to appoint committee chairpersons as required to carry out his/her duties.
c) Shall be responsible for helping organize all Club outings.
d) Shall assist with the organizing of other activities as directed by the Executive Board.
e) Shall be responsible for coordinating trip sign-ups.
f) Shall be responsible for screening trip leaders and making sure they are adequately qualified.
g) Shall be responsible for collecting liability waivers for each participant from the leader of each trip.
h) Shall be a member of the Executive Board.
i) Shall submit all his plans to the Executive Board for approval.

**Sec. 5 Vice President of Public Relations:**

a) Shall, in the absence of the President, Vice President of Organization, and Vice President of
Trips, preside over the meetings and carry out the duties of the Presidency.
b) Shall have the power to appoint committee chairpersons as required to carry out his/her duties.
c) Shall be responsible for the publicity of the Club meetings and activities.
d) Shall be responsible for placing weekly articles of schedules and events in the NU newspaper(s).
e) Shall be responsible for the Club publication, Excelsior, or shall designate an Excelsior editor for the quarter.
f) Shall be responsible for maintaining relations with that Appalachian Mountain Club (AMC).
g) Shall be responsible for maintaining relations with the Intercollegiate Outing Club Association (IOCA).
h) Shall be a member of the Executive Board.
i) Shall submit all his plans to the Executive Board for approval.
j) Shall assist with the organizing of other activities as directed by the Executive Board.

Sec. 6 Secretary:
a) Shall, in the absence of the President and the Vice Presidents, preside over the meetings and carry out the duties of the Presidency.
b) Shall keep minutes of the Club and Executive Board meetings (including the names of those present at the Executive Board meetings).
c) Shall carry on all Club correspondence (including mailings to members who cannot attend regular meetings).
d) Shall keep permanent records for the Club; including the Activities Log and an up-to-date membership and members-at-large lists.
e) Shall maintain a file of significant correspondence.
f) Shall assist the Treasurer in his/her duties.
g) Shall be a member of the Executive Board.
h) Shall have the power to appoint committee chairpersons as required to carry out his duties.
i) Shall be the sole person responsible for checking the mail and bringing it to the attention of the President or the Executive Board.

Sec. 7 Treasurer:
a) Shall, in the absence of all other officers, preside over the meetings and carry out the duties of the Presidency.
b) Shall be responsible for recording and handling cash collections and payments.
c) Shall present financial reports at the request of the Executive Board or President.
d) Shall advise the President of all expenses previous to payment.
e) Shall be responsible for all money received.
f) Shall be responsible for issuing all membership cards.
g) Shall be responsible for maintaining an index of Club members including name, home address and phone, local address and phone, email, class, and payment of dues record.
h) Shall have the power to appoint committee chairpersons as required to carry out his/her duties as they pertain to the Club database.
i) Shall be responsible for handling and verifying accounts through the appropriate offices of the University (including, but not limited to SABO, Student Activities, and the BRC).
j) Shall allow no one to spend Club money without the consent of the Executive Board.
k) Shall pay all bills authorized by the Executive Board.
l) Shall assist the Executive Board in preparing the Club's budget request each year and shall submit the final request as directed by the BRC.
m) Shall be member of the Executive Board.

Sec. 8 Student Government Representative:
  a) Shall, in the absence of the President, all of the Vice Presidents, Secretary, and Treasurer, preside over the meetings and carry out the duties of the Presidency.
  b) Shall be responsible for maintaining membership in the Student Government Association (SGA).
  c) Shall attend all mandatory meetings of SGA.
  d) Shall keep themselves and the Club aware of all rules and proceedings of the SGA.
  e) Shall be a member of the executive board.
  f) Shall have the power to appoint committee chairpersons as required to carry out his/her duties.

Sec. 9 Equipment Chair:
  a) Shall, in the absence of all other officers, preside over the meetings and carry out the duties of the Presidency.
  b) Shall make purchase recommendations to the Executive Board.
  c) Shall maintain a list of stores giving discounts and shall notify members of such discounts.
  d) Shall be responsible for maintaining the equipment locker, the equipment inventory, maintaining the equipment, and for overseeing the use of equipment.
  e) Shall be responsible for the making and enforcing of all equipment rules.
  f) Shall be responsible for all access keys to the equipment locker.
  g) Shall be a member of the Executive Board.

Article VI: Executive Board

Sec. 1 Composition:
  a) The Chairman of the Executive Board shall be the President (In his/her absence, the normal officer sequence will be followed.)
  b) The voting members of the Board shall be the elected officers, appointed officers, standing committee chairpersons, and members-at-large.
  c) The Club's advisor shall be a non-voting member of the Board.
  d) Executive Board meetings shall be open to all Executive Board members and invited guests, unless otherwise specified.

Sec. 2 Members-At-Large:
  a) A non-officer Club member may earn the position of member-at-large of the Board by participating in one or more committees, or by attending 3 Executive Board meetings with in one term. Once earned, this voting right shall continue for 12 months.
  b) Those members-at-large who demonstrated lack of interest in Club affairs can be released from such position by a two-thirds voted of the Executive Board.

Sec. 3 Duties:
  a) Shall be the policy-making body of the Club.
  b) Shall prepare the Club activity calendar for each semester
  c) Shall establish and oversee all committees.
d) Shall have ultimate responsibility for all phases of Club activity.
e) Shall take action as necessary to initiate regular and special election proceedings.
f) Shall have the power to grant Honorary Memberships.
g) Shall determine annual award recipients.
h) Shall have the power to select the Club’s advisor.
i) Shall have the power to adopt a Club Emblem.
j) Shall have the powers of impeachment and expulsion in accordance with the Constitution.
k) Shall maintain and update an accurate description of the responsibilities of each of the Chairpersons and their respective committees.

Sec. 4 Meetings:
   a) An Executive Board meeting shall be held at least twice each month.
   b) It is recommended that a Board meeting be held regularly once every other week except finals and vacation weeks.
   c) A Board meeting may be called by the President whenever he/she deems it necessary.
   d) Board meetings shall be open to all members on a regular basis unless the Executive Board deems by an official vote that a specific portion of the meeting will be “closed-door”.

Sec. 5 Voting:
   a) A quorum shall consist of a two-thirds majority of the voting members of the Board. The quorum will be set at the beginning of each term.
   b) The President, serving as Chairperson, shall not vote except in the case of a tie.
   c) A two-thirds vote of the voting members present shall be required for Executive Board decisions, and referred to as an official vote in this document unless otherwise specified. Abstentions are disregarded when determining a vote.
   d) Voting is limited to paid student members who have met the requirements of Sec. 1 or Sec. 2.

Article VII: General Meetings

Sec. 1 Purpose:
   a) The purpose of the General meetings are to:
      (1) Promote interest in the Club by discussing recent trips.
      (2) Inform attendees of upcoming trips and events.
      (3) Provide a forum for inducting new Lodge Committee Trainees.
      (4) Provide a forum for Club members to suggest trips or activity ideas.
      (5) Communicate Executive Board decisions to the Club.
      (6) To introduce new members and interested persons to the Club and its activities.

Sec. 2 Composition:
General meetings shall be open to all interested persons.

Article VIII: Committees

Sec. 1 Duties of Committee Chairpersons:
   a) Shall appoint members of their committees.
   b) Shall hold necessary meetings of their committees.
   c) Shall be responsible for fulfilling the functions and/or objectives assigned to them by the Executive Board.
d) Shall not incur any debts or involve the Club in any way unless authorized to do so by the Executive Board.

e) Shall present a committee report at the request of the Executive board or the President.

f) Positions shall be up for review every January and June by the club’s Executive Board and that respective committee.

Sec. 2 Standing Committees:

a) Excelsior Staff
   (1) Shall be chaired by an editor (or co-editors) chosen by the Executive Board.
   (2) Shall be responsible for publishing the Bulletin each semester.

b) Lodge Committee
   (1) Shall be responsible for the operation and maintenance of the Brown Memorial Lodge.
   (2) Shall be responsible for the making and enforcing of all Lodge rules.
   (3) Shall be responsible for electing the Lodge Committee Chairperson whose term will be up for review as the committee sees fit.
   (4) Shall be responsible for notifying the Executive Board of all Lodge Rules.

c) Webpage Committee
   (1) Shall be chaired by a webmaster chosen by the Executive Board.
   (2) Shall be responsible for updating the NUHOC website on a weekly basis. This is to be done with the guidance of the Executive Board.

Article IX: Impeachment and Expulsion, Suspension, and, Exclusion

Sec. 1 Circumstances Warranting Actions:

a) Any elected officer, appointed officer, or committee chair deemed incapable of fulfilling the duties of his/her office in accordance with this Constitution, in spite of a warning from the Executive Board, shall be subject to impeachment (removal from office). This does not automatically include expulsion.

b) Any Club member who acts in such a way as to endanger the Club’s Charter or reputation or its members (including in particular, disorderly conduct or the possession of illegal drugs at Club activities), shall be subject to suspension from the Club for six months.

c) Any member who continues to act as stated in part b, despite a first offense disciplinary action from the Executive Board, shall be subject to expulsion from the Club.

d) Any individual who is not a member of the Club and who acts in such a way as to endanger the Club’s Charter or reputation or its members (including in particular, disorderly conduct or the possession of illegal drugs at Club activities), shall be subject to exclusion from any further Club activities.

Sec. 2 Procedure:

a) Any action described in Article IX Sec. I will be carried out upon a four fifths vote of the Executive Board (with the President voting unless he is a candidate).

b) If the action is not supported by the Executive Board, it may still be carried out by a subsequent three-fourths vote of those student members present at a publicized general meeting.

c) If the conviction is not attained at either of these meetings (a and b) no further action may be taken on that offense.

D) Any conviction may not be appealed.
Article X: Advisor

Sec. 1 Selection:  
When it is necessary to choose a Faculty Advisor, an official vote of the Executive Board shall be required for approval of a candidate. In case of two or more candidates, a simple majority of the vote will be required.

Sec. 2 Function:  
The Club's Advisor should act as a sounding board for the officers, providing them with advice, assistance, and guidance as they wish. Care must be taken, however, to leave the leadership of the Club in the hands of the Club members.

Article XI: Policies

Sec. 1 Alignment:  
In order to maintain itself as a heterogeneous group, the Club shall not be aligned with any single religious or political group.

Sec. 2 Politics:  
The Club shall be known as a non-political group and shall not back any individual or group in campus political elections.

Sec. 3 Non-Political Elections:  
The Club shall, with the two-thirds approval of the Executive Board, become involved in various campus elections such as Winter Carnival Queen, Mayor of Huntington Avenue, Homecoming Queen, and Mr. Husky.

Sec. 4 Member and Non-Member Trip Participation:  
a) The Club's trips will be, in general, open to the entire Northeastern University community with priority given to Club members in limited space situations.

b) The Executive Board may direct that a slightly higher fee shall be charged for non-members for various trips.

Article XII: Intercollegiate Outing Club Association (IOCA)

Sec. 1 Membership:  
The Club shall each year maintain its membership in the Intercollegiate Outing Club Association (IOCA).

Sec. 2 Cooperation:  
The Club shall attempt to work with other IOCA member clubs particularly those in the local area of Boston.

Article XIII: Traditions

Sec. 1 Annual Outings:
The Club shall hold an annual outing once each year for the purpose of awards and reflection on the past year.

Sec. 2 Annual Awards:
The Club shall grant awards annually in accordance with the by-laws.

Article XIV: Amendments and Additions

Sec. 1 Amendments to the Constitution:
   a) This constitution may be amended by an official vote of the Executive Board.
   b) All proposed changes shall be announced to the members of the Club one month before a vote may take place.

Sec. 2 By-Laws to the Constitution:
   a) The Executive Board may create or change by-laws in accordance with this Constitution as needed for the operation of the Club.
   b) Proposed by-laws shall be voted upon as stated in Article VI, Sec. 5.
   c) The Club's by-laws shall be reviewed annually for possible changes.

Sec. 3 Access to the Constitution:
   a) The current Constitution and by-laws will be kept in the Club office for reference. Copies will be made available to those interested.
   b) The office copy will be updated within two weeks of any changes.