

ARTISTIC SWIMMING AT UC SAN DIEGO CONSTITUTION - 2024-2025 ACADEMIC YEAR

This document is the official constitution for the artistic swimming club at UC San Diego.

ARTICLE I. ARTISTIC SWIMMING AT UC SAN DIEGO

This organization is called Artistic Swimming at UC San Diego.

ARTICLE II. STATEMENT OF PURPOSE

Artistic Swimming at UC San Diego aims to provide students who are interested in becoming competitive artistic swimmers with a warm and encouraging atmosphere. Our goals are to give students an opportunity to improve their swimming abilities, participate in a unique and creative sport, and create close bonds with their peers. Students will have the opportunity to explore the art and discipline of synchronized/artistic swimming, regardless of their prior experience. By participating in our club, students will gain enhanced physical fitness, teamwork and collaboration, leadership and personal development, and artistic expression.

ARTICLE III. NONPROFIT STATEMENT

Artistic Swimming at UC San Diego is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

All undergraduate students at UCSD are eligible to tryout*** and become a member of Artistic Swimming at UC San Diego.

General/New Members: (Required to sign membership agreement and waiver)

1. General members represent the values and culture of this group. Responsibilities of general members include, but are not limited to:
 - a. Provide general assistance where needed, including during practices and events.
 - b. Aim to know and understand the culture, values, and traditions of the Artistic Swimming team.
 - c. Seek to know and understand the culture and history of artistic swimming.
 - d. Attend fundraisers, shows, and may observe practices.

Competitive Members: (Required to sign membership agreement and waiver)

1. Competitive members will hold the same responsibilities as “General Members”, including but not limited to:
 - a. Attend required meetings, performances, practices, and competitions.
 - b. Maintain a standard of performance and competitive ability.
2. Competitive members must be in good standing to participate in competitions.

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- a. Failure to adhere to the club's guidelines will result in a revocation of practicing standing.

*** Although there are no requirements to become a general/new member of the club, there are assessment requirements to join as a competitive member. Competitive members must be able to:

- Swim 100 yards unassisted continuously in freestyle stroke
- Know all 4 basic swimming strokes
- 1 minute water treading
- A background in gymnastics, ballet, cheer, yoga, swim, or artistic swimming is not necessary, however, may be helpful in assessment

Dues for membership will vary depending on the available budget and number of competitions being offered per competitive season. **Because of this, dues will be on a needed basis, rather than the beginning of the school year.** Dues will go towards expenses and equipment necessary for practice and competitions. **Additional dues may be subject to request in the rise of additional competition, equipment, or practice. Members may be responsible for individual purchasing of merchandise, equipment, and competition registration.** A member may remain a part of the organization if failure to pay dues occurs, however, a probation period will occur, which could lead to removal.

Membership in a Registered Student Organization shall be open to any student, consistent with the Nondiscrimination Policy Statement for University of California Publications regarding Student-Related Matters, with the exception that membership in an officially recognized sorority or fraternity may be limited by gender. (UCOP Policy on Registered Campus Organizations, Section 70.10).

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

Practices:

1. Practices will be held weekly but practice days will vary depending on the availability of space and pool.
2. Will be led by coach and or team captain(s).
3. Required practices:
 - a. Required practices include 2 days of wetland (pool) and 1 day of dry land (gym).
 - b. Attendance will be marked as an official record for the club.
 - c. Flexibility may be given at the discretion of the Executive board.
4. Additional practices may be available throughout the week depending on attendance and availability of space.

Competitions:

1. Competitions will be held throughout the competition season including regionals, nationals, invitationals, championships, and occasional scrimmages with associated clubs.

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2. Attendance at all competitions is not required, however, availability must be submitted at the beginning of the competitive season to assess availability, attendance, and budget.
3. In order to form a competition team, a minimum of 4 swimmers must be registered to compete.

Shows and Fundraising:

1. Attendance for fundraising and shows will be required by members for a minimum of 2 per quarter.

ARTICLE VI. QUALIFICATIONS FOR HOLDING OFFICE AND METHODS OF SELECTING AND REPLACING

Officers:

1. Only registered UC San Diego students may hold office in the organization. Only registered UC San Diego students may vote in the election for the selection of the organization's officers.
2. The number of officers will vary per term.
 - a. Executive officers:
 - i. President: The President of this club serves as the primary leader and representative of the team. The President is responsible for overseeing the club's overall operations, setting the vision for the team, and ensuring that all activities align with the club's goals and values. Key duties include organizing and leading meetings, managing the executive board, maintaining relationships with university administration and external partners, and ensuring that the club remains compliant with UC San Diego's policies. The President also plays a pivotal role in guiding the team's performance, promoting team cohesion, and driving initiatives that enhance the club's presence and success both on and off the pool deck.
 - ii. Vice president: The Vice President supports the President in all leadership responsibilities and steps in as acting President when needed. The Vice President is responsible for coordinating day-to-day operations, assisting with organizing practices, performances, and events, and ensuring smooth communication between the executive board, general members, and external parties. The Vice President also plays a critical role in member development, helping to create a positive and supportive environment that fosters skill development and team spirit. Additionally, the Vice President helps with managing logistics, overseeing committees, and ensuring that all tasks are completed efficiently.
 - iii. Treasurer: The Treasurer manages the club's finances, ensuring that funds are allocated responsibly and transparently. Key duties include maintaining the club's budget, tracking all income and expenses, handling reimbursements, and ensuring that all financial activities comply with UC San Diego's guidelines. The Treasurer also plays a critical role in applying for funding, managing membership dues, and providing regular financial updates to the executive

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board. In collaboration with other officers, the Treasurer ensures that the club remains financially sustainable and that resources are used to support team activities and growth.

- iv. Secretary: The Secretary is responsible for maintaining accurate records and ensuring smooth communication within the club. Key duties include taking and distributing minutes during meetings, managing the club's calendar of events, and keeping track of important documents such as meeting agendas, attendance records, and team policies. The Secretary also ensures that all members are informed about upcoming practices, performances, and events through regular communication and serves as the point of contact for any administrative inquiries. Additionally, the Secretary collaborates with the executive board to ensure that all organizational tasks are completed efficiently.

b. General Officers:

- i. General officers: General Officers provide support across a range of club activities and initiatives. This role is versatile, and responsibilities can vary depending on the club's current needs. General Officers assist with organizing events, managing logistics, and supporting the executive board with various tasks. They also serve as liaisons between the general members and the leadership team, ensuring that member concerns and ideas are communicated effectively. General Officers are expected to be adaptable and proactive, stepping in wherever needed to help ensure the smooth operation and success of the club.
- ii. Recruitment team: The Recruitment Team is responsible for attracting new members and promoting the club's presence both on campus and in the community. This team develops and executes strategies to engage potential members through tabling events, social media outreach, and information sessions. Key responsibilities include creating promotional materials, organizing recruitment events, and maintaining relationships with prospective members. The Recruitment Team also collaborates closely with the executive board to ensure that new members align with the club's values and are smoothly integrated into the team.

Election/Selection of officers:

Officers will be selected once a year at the beginning of the school year for the remainder of that school year. Meetings for voting will be casted either in person or virtually, with a majority vote being the selection method; in case of an equal number of votes, the executive officers shall have the power to break the tie. Officers will be voted into position by members OR assigned by the president/vice president if needed. Officers will be replaced/removed if a violation of their responsibilities and or membership requirements occurs. Revoting and/or reassignment will be conducted for their position in this situation.

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1. Voting and assignment:

- a. All candidates are encouraged to share their background (such as personal history, work experience, major, year, and course load) along with their goals, objectives, and strategies for the upcoming year.
- b. Each member of the club will cast a vote for each position available based on candidates presented.

ARTICLE VII. RISK MANAGEMENT

Artistic Swimming at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself. Artistic Swimming at UC San Diego understands that the University does not assume legal liability for the actions of the organization. All members will be required to sign a liability waiver to engage in this inherently dangerous activity.

ARTICLE VIII. SECTION 1. IN CASE OF INTERACTION WITH MINORS AND/OR ELDERLY

Artistic Swimming at UC San Diego is aware that all registered student organizations that serve minors or the elderly have access to training on child and elder abuse prevention for its members via UC Learning <https://uclearning.ucsd.edu>. Artistic Swimming @ UC San Diego will develop plan(s) for activities and events where members will be interacting with minors or the elderly such that members will receive education and/or training on Child Abuse Neglect Reporting Act (CANRA), common sense measures to both avoid child or elder abuse allegations (i.e. avoiding one-on-one situations; working with minors in plain view of others; limiting calls/texts/social media posts or other communications with minors), and how to properly report potential harm or neglect to minors or the elderly with whom they are working.

ARTICLE IX. SECTION 2. IN CASE OF INTERNATIONAL TRAVEL

Artistic Swimming at UC San Diego recognizes that the University generally recommends against all international travel by Student Organizations due to the myriad of risks travelers face in foreign countries. Student organizations are discouraged from traveling to foreign countries due to the wide variety of risks involved with foreign travel, and the extensive planning efforts required by the Student Organization's Members to manage those risks. Security risks and health care services vary widely from one country to another, so thorough research on those topics is especially important. International travelers are advised to research US State Department Travel Advisories and the CDC Travel Health site and abide by all recommended alerts and warnings, and procure travel insurance with medical coverage that covers their chosen destination because most USA Health Plans are not valid in foreign countries.

ARTICLE X. HAZING PREVENTION

Artistic Swimming Club is committed to maintaining a safe, welcoming, and respectful environment for all members. Hazing in any form is strictly prohibited, and our club adheres to UC San Diego's hazing policy, as well as all applicable UC policies and California State Law.

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All members will be educated on what constitutes hazing, including the different forms it can take, and how to recognize it. During our onboarding process and at regular intervals throughout the year, we will provide training sessions and resources to ensure all members are well-informed about hazing prevention and the appropriate steps to take if they witness or experience hazing.

Members will be encouraged to report any suspected hazing incidents without fear of retaliation. We will provide clear guidelines on how to report hazing to club leadership and the university, including resources such as the UC San Diego Hazing Prevention website <http://hazing.ucsd.edu>. The club will handle all reports with confidentiality and take swift action in accordance with university protocols.

To prevent hazing, our club fosters a culture of respect, trust, and support. We emphasize teamwork and positive reinforcement in all our activities. Any form of initiation or behavior that could be construed as hazing is expressly forbidden. We will continue to evaluate our practices to ensure they align with the university's anti-hazing policies.

Members are made aware of the serious consequences of hazing. If hazing is found to have occurred within our organization, the individuals involved and the organization as a whole will face disciplinary actions, which could include referral to the Center for Student Accountability, Growth, & Education, loss of university recognition, and legal consequences as per California State Law.

ARTICLE XI. FINANCIAL MANAGEMENT

Dues and Fundraising:

1. All dues and fundraising will be used to finance scrimmages/competitions (travel, stay, practice rental, food, etc...), purchase necessary equipment, provide member apparel.
2. The funds will be managed by the Treasurer of the Artistic Swimming at UC San Diego, who will allocate the money based on the executive committee's decisions on spending priorities. The organization will maintain an off-campus bank account.
3. Additionally, our organization will submit a budget to the A.S. Finance Committee on a quarterly basis.

Funding Requests:

1. At the designated time during a quorum, an Artistic Swimming member may present a Funding Request for equipment, miscellaneous items, and travel/transportation reimbursement, to support future artistic swimming performances and training.
2. Following the request, members present at the quorum shall provide feedback and ask questions to the presenter.
3. A majority vote by the principal members present will determine the approval of the Funding Request.
4. The approved Funding Request shall be used to purchase the specified request, pending the availability of funds.
5. If necessary, the Administrative Director and Treasurer shall coordinate all funding requests.
6. The Administrative Director and Treasurer shall be responsible for executing the approved Funding Request.

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Equipment: Including, but not limited to:

1. Underwater sound system
2. Travel/competition apparel:
 - a. Backpacks, outfitting, costume suits, makeup, hair materials, towels, caps, jackets.
3. Regular practice equipment:
 - a. Cap, goggles, nose clips, towels, backpack, yoga mat, stretching blocks, stretching bands, water jugs, running shoes, ankle/waist weights.

ARTICLE XII. AFFILIATION WITH OTHER GROUPS

Artistic Swimming at UC San Diego is affiliated with USA Artistic Swimming on a national level, as well as UC Berkeley (Cal Synchro) and UCLA (UCLA Artistic Swimming) for collegiate artistic swimming.

Affiliation with USA Artistic Swimming requires registration with USA Artistic Swimming as a club.