

CONSTITUTION

ARTICLE 1: Name of Organization

This organization shall be called the **Scuba Club at the University of Tennessee**.

ARTICLE 2: Purpose

1. This club is organized to provide students, faculty, and staff of University of Tennessee the opportunity to participate in the sport of scuba diving.
2. The club is organized to render public service.

ARTICLE 3: Membership

The SCUBA CLUB at the University of Tennessee is open for membership to:

1. Students, faculty, staff and/or their spouses at the University of Tennessee.
2. All divers must be certified by **NAUI, PADI, SSI, YMCA** or other nationally recognized organization.
3. Persons desiring to become members of the Scuba Diving Club shall visit the club for an orientation of the club's purpose, facilities, and operations. Memberships privileges, responsibilities, and obligations, shall be explained to them before they make written application for membership. The membership fee shall accompany the application.
4. Members must attend at least one-half of club functions to be considered active.
5. A roster showing each member's status and home phone number and email address will be kept **available to all members**.
6. Members must sign and have on file at all times:
 - a. Current releases of liability, waiver of claims, express assumption of risk, indemnity agreement, participant registration and informal consent form.
 - b. Medical History Form containing any information deemed necessary by the diver for his or her medical treatment as may be required in the occurrence of a diving accident.
 - c. Signed and dated copy of the SCUBA CLUB Safety Rules & Regulations.
 - d. Current SCUBA CLUB Information Sheet.
 - e. Photo Copy of certification cards.
 - f. Photo Copy of insurance card.
 - g. Scuba club membership card issued to members in good standing semester/year paid.

ARTICLE 4: Use of Club Equipment

1. Procedures for SCUBA CLUB Members wishing to check out SCUBA CLUB equipment must:
 - a. Have all club dues and debts paid to date.
 - b. Have a copy of all forms detailed in Article 3, Section 8, on file.
 - c. Fill out an equipment checkout form prior to taking possession of equipment.
 - d. When returning equipment, fill out a damage report if necessary.
2. Restrictions:
 - a. Under no circumstance will any member other than the equipment officer, advisor, volunteer coach, or president or member appointed by the president be allowed to check out more gear than said member can use at one time. Specifically, no member will be allowed to check out more than one regulator, one B.C., one light, or one weight belt at a time. If said member has equipment already checked out no similar gear may be issued.
 - b. A member may only check out gear for themselves or other club members.

- c. A member is solely responsible for the care and return of all gear that is checked out to them.
 - d. Gear may remain out to a member for no more than one week without prior arrangement having been made with the equipment officers or the president.
 - e. In the occurrence of lost or damaged gear, the member will be required to reimburse the club for the full replacement cost of the item(s).
3. Any violation of the above restrictions may be considered grounds for dismissal from the club.

ARTICLE 5: Risk Management

1. SCUBA CLUB Dive rules will be followed.

ARTICLE 6: Funds

1. The club Treasury exists to defray all club operating expenses and for the purchases of club owned equipment.
2. A club operating expense will be defined as any activity having three or more club members participating.
3. All checks and funds issued will be authorized by either the club treasurer, the club president, or the faculty advisor and the director of the sports clubs.
4. Dues shall be assessed at the following rates;
 - a. \$55.00 per semester
 - b. \$85.00 per year for Scuba members
 - c. \$10.00 per semester local trial introductory dive fee to be included in full member fees.
5. All funds received shall be deposited to the head of the sports club office in either the allocated account or the dues account.

ARTICLE 7: Duties of the Club Officers

PRESIDENT

1. Preside over all meetings of the club.
2. Know the contents of the "Guidelines for Sports Clubs", which can be found in the "Recreation Handbook."
3. Submit a weekly report of club activities.
4. Know the officers and members.
5. Know the club's financial status and how to use club funds.
6. Make yearly corrections in the club's constitution when necessary.
7. Know what services are offered to the club by the Sports Club office.
8. Be responsible for the club's schedule.
9. See that the club has an advisor(s).
10. See that the club has an appropriate slate of officers.
11. Check the club's file at the Sports Club office on a weekly basis.
12. Attend the scheduled Sports Club meetings by the Sports Club Office.
13. Prepare the Scuba Club's annual budget request.

VICE-PRESIDENT

1. Fulfill the duties of the officers during his/her absence.
2. Provide the program schedule for the semester for scheduled meetings. This includes contacting resource personnel for special presentations and making sure that the presenter of the week's program is ready to present a program to the club on a pertinent subject.
3. Publicize the club meetings in the University newspaper.
4. Be responsible for and ensure maintenance of the SCUBA Club's World Wide Web.
5. Maintain the listserv for the Scuba Club.
6. Work with the president to promote any special presentation, activity, or trips.

SECRETARY / TREASURER

1. Help maintain a current and available membership list.
2. See that all members have completed required paperwork. See Article 3, Section 8.
3. Maintain and distribute required paperwork listed above.
4. Take roll during meetings.
5. Issue receipts and collect money.
6. Keep accurate records of expenditures and receipts.
7. Deposit club as listed in Article 5, Section 8.
8. See that all club members have paid their dues and have been issued club cards.
9. Keep track of budget for year for annual budget request.

EQUIPMENT OFFICER

1. Be responsible for the upkeep and maintenance of club equipment. If a piece of equipment is due for repair or inspection, it is the duty of the Equipment Officer to inform the president and take said equipment to an approved professional dealer for repairs or inspections.
2. Be responsible for checking in and out gear for dives planned by members in good standing in the club. This will take the form of a sign out sheet that is signed by the member. When the gear is returned, the Equipment Officer will assess the condition of the gear and note any damage. If gear has been damaged by the member, the Equipment Officer will alert the president for appropriate action.
3. Maintain an accurate inventory of all SCUBA CLUB owned equipment.
4. Maintain an accurate record of all service on equipment, including date serviced, type of service, and who did the servicing.
5. Know the location of the entire club's equipment.
6. View all members certification card before equipment is issued. This has to be done only once per member.
7. Fill scuba cylinders if approved and trained to do so by the volunteer coach.

ADVISOR / VOLUNTEER COACH

The club shall have one or more advisors selected from the staff or faculty of the University, and/or members of the diving community with outstanding leadership qualities and enthusiasm in club activities.

1. Provide expertise and mature judgment.
2. Help insure that the activities and undertakings of the club are sound and reflect favorably on the University.
3. Advisor/volunteer coach acts as active members.

ALL OFFICERS

1. All officers should attend sports club meetings.
2. All officers should attend Scuba Club officer meetings.
3. Any officer missing 3 or more meetings during a semester and unable to prove unavoidable circumstances or making prior arrangements with the president may be removed from office with a replacement being appointed by the president with the advice of the other officers.

Election of Club Officers

1. Club officers shall be elected on the second to last meeting of the spring semester.
2. If necessary officers for the summer semester shall be appointed by the president-elect, subject to approval of club members.
3. Prior to appointment or election all prospective officers must be members in good standing with the club.

CLUB MEMBERS

Duties of Club Members

1. Participate actively in club activities.
2. Attend meetings and pool sessions regularly.
3. Contribute some of their free time to the duties of the club.

4. Keep themselves mentally and physically fit for the rigors of diving.
5. Properly care for and use club equipment that is entrusted to them.
6. Strictly adhere to diving rules and the sport of SCUBA by their own personal conduct and behavior.

Membership Benefits

1. All members are entitled to limited use of club SCUBA diving and other club equipment and facilities. Individual club members may check out club equipment for periods of not more than one week (unless approved by president or equipment officer) in order that club equipment will be available for other club members. Club trips have priority on the club equipment. If a club trip exceeds the one week allowable check out time, the length of check out will be extended to the length of the trip in question.
2. Participation in club trips, outings, and other activities conducted whenever possible.

ARTICLE 8: Safety Violations

Any member who is observed violating a SAFETY RULE or REGULATION will be considered suspended from the club until such time that the following is completed.

1. A prepared lecture based on that particular offense is delivered by the offender to the membership at a regular meeting.
2. Will remain suspended for the remainder of the semester without a refund of the membership fee, and may not rejoin until the beginning of the next semester.
3. If the offense is a second offense, the member will be terminated from the club.

Any member who fails to report any violation of a safety rule or practice by another diver will themselves be considered in violation of a safety rule.

ARTICLE 9: Amendments

These BY-LAWS may be altered or amended by a two-thirds vote of the total active membership, and/or members present at a regular or special meeting, provided that the proposed amendment shall have been presented to the members of the club for at least one week prior to the meeting at which the proposed amendment is to be considered.

ARTICLE 10: Membership Termination

1. Any member may be terminated from membership in the club for safety violations.
2. Any member may be considered for termination from the club for any violation of restrictions of membership listed under ARTICLE 4.

Contesting Removal

1. For any dismissal other than for safety violations a member may contest their removal from the club to committee that will be composed of any three club officers, two club members and the sports club student representative.
2. For termination based upon a second safety violation, there is no appeal.

ARTICLE 11: Punitive Action

The club reserves the right to place a hold on any member's University Account by way of the Bursar's Office for balances owed or equipment return.

DIVING RULES

SCUBA CLUB at the UNIVERSITY OF TENNESSEE SAFETY RULES & REGULATIONS

The SCUBA CLUB at the University of Tennessee safety committee will be composed of any three of the current club officers. It is their duty to insure that all members are familiar with the following safety rules. Failure to follow these rules will be considered as a safety violation and will be dealt with according to the guidelines as set forth at the bottom of this document.

Before signing and dating this form at the bottom, each item in this list is to be initialed by the scuba diver, certifying that he/she has read the item and understood its meaning.

As a club member there are several rules that must be followed to insure the safest possible scuba diving. These rules are:

General

1. Each member must have completed all required paperwork as per Article 3 Section 8 in the club constitution.
2. Members should be certified by one of the nationally recognized certifying organizations: **NAUI, PADI, SSI, or YMCA**. Certification by other agencies will be considered as situations warrant.
3. A club member should be mentally and physically fit for the rigors of diving.
4. Scuba divers should be considerate of others in their pre-dive and post-dive activities.
5. All divers shall be environmentally conscientious both in the water and on the land.

Dive Equipment

1. A club member will diver only AFTER the club member has FULLY inspected the scuba equipment, whether it is personal or club gear, and is sure it is functioning properly.
2. Dive equipment shall be returned in proper working order. If dive gear has failed during use, this should be pointed out to the club's equipment officer. Any diver gear that is lost or has been abused will be the responsibility of the diver who has checked out that gear to replace.
3. All dive gear that has been checked out to the club members shall be returned within one week of having been checked out, unless other arrangements have been approved by the equipment officer or president.

Dive Planning and Preparation

1. A diver should be prepared to handle diving emergencies in accordance with the level of their training.
2. The first aid kit and oxygen kit are required on all club dives.
3. It is the individual member's responsibility to gain knowledge of an area before snorkeling or diving in the area.
4. Plan all dives. Attempt to solve possible diving problems in advance. Plan your dive – dive your plan.
5. All divers should be familiar with the location of the nearest medical facilities and how to contact them, as well as being able to contact emergency medical services (EMS) and the Divers Alert Network (DAN). It is recommended that SCUBA CLUB divers be members of DAN and carry DAN insurance or similar.
6. All SCUBA CLUB members should strictly adhere to the rules of recreational scuba diving, in accordance with their level of certification and ability, through each member's own personal conduct, behavior and continued diving education.

Diving Activities

1. A club member shall **NOT** snorkel or dive under the influence of alcohol or drugs or medication unless proscribed by a doctor.
2. A club member will never snorkel or dive alone.
3. A novice diver shall dive with an experienced diver if possible.
4. The number of dives will be limited to three per day as long as both table or dive computer and oxygen limits have not been exceeded.
5. No diver shall use a computer without training and knowledge of its proper function.
6. No two divers can share one dive computer. If starting a sequence of dives using a dive computer, all dives must be done with the computer. If the computer fails during or subsequent to a dive, no diving for 24 hours. If starting a sequence of dives using dive tables, all dives must be done with the dive tables.

7. No diver shall try to influence any other diver into any dive activity.
8. Any dive is over when either buddy says it is over. No explanations are necessary.
9. Scuba dives shall be within the depth limits that the diver is trained or in training for:
 - 60 ft. for Open Water Scuba Diver Certification.
 - 80 ft. for Advanced Diver Certification.
 - 100 ft. for Master Diver Certification.
 - 130 Ft. for Deep Diving Certification.
 - Or at the Maximum Operating Depth for the percentage of oxygen in a Nitrox mix.
10. No club function can involve diving for pay and no scuba club equipment may be used for such dives.
11. Scuba activity such as cave diving, ice diving, diving to depths greater than 60 feet, wreck dives in which the wreck is entered, dives in which decompression stops are required, and diving in adverse conditions shall not be done on scuba club equipment unless the diver is certified for that specific specialty course or is in the process of taken that specific specialty course.
12. When required by circumstances, the scuba activity leader, club officer, club advisor, or volunteer coach can require a certified diver to cease diving activities and exit the water. Persons authorized with this power in addition to those mentioned above include but are not limited to: Boat Captain, Divemaster, Assistant Instructor, and Instructor.
13. Divers should be aware of BREATH-HOLDING with scuba equipment. Divers should breathe continuously and normally throughout the dive. Exhale continuously when regulator is not in the moth on an emergency swimming ascent.
14. All divers will fly a dive flag when divers are in waters that require it, such as navigable waterways.

Nitrox Policies

1. To us Nitrox, the diver must be certified to use Nitrox through one of the previously mentioned agencies, see rule 2.
2. The Nitrox diver must never exceed the Maximum Operating Depth for the Nitrox mix being used, calculated at 1.4 atmospheres absolute of oxygen partial pressure.
3. The Nitrox diver must never exceed an oxygen exposure of 1.4 atmospheres absolute of oxygen partial pressure.
4. The Nitrox diver must never exceed NOAA oxygen limits.
5. Club Nitrox cylinders that have been cleaned for oxygen services may only be filled in house or by Rhea's Diving Services, unless approved by the equipment officer, president, club advisor, or volunteer coach in advance.
6. A Nitrox diver is required to personally analysis his or her own Nitrox cylinder(s) for the oxygen percentage of the Nitrox contained in the cylinder. The Nitrox diver must also determine the Maximum Operating Depth for the Nitrox contained in the cylinder. Every Nitrox cylinder is required to be labeled with the Nitrox diver's name, date, oxygen percentage in the cylinder and the Maximum Operating Depth. In addition, the Nitrox diver is required to fill out the Fill Station Log for every Nitrox cylinder.
7. A buddy team will always use to most restrictive or conservative factors for that team.

Violations of these rules will be dealt with in the following manner:

1st Offense: The scuba club member will be suspended from participation in the club. This includes denial of equipment use. To be readmitted to the club, the suspended member will need to present to the club a presentation concerning the violated rule or regulation.

2nd Offense: Termination from club membership.

I have read and agree to abide by the above safety rules and regulations (pages 1 through 3).

Signature _____

Date _____