MIT Outing Club Bylaws

Ratified 11/18/2026

Article I - Organization Structure

Section 1: Executive Board

A. The Executive Board shall have the following powers and duties:

1. Establish goals for MITOC,
2. Approve the annual budget,
3. Approve spending in accordance with Article V,
4. Supervise all MITOC elections in accordance with Article IV, Section 3 of the Constitution and Article VI,
5. Act for the general membership between its meetings on duties not specifically reserved for the general membership or the Advisory Board,
6. Serve as a constitutional board of review, which, when serving in this capacity, may include other members appointed by the President,
7. Set dates and places for regular meetings of the Executive Board, Advisory Board, and general membership,
8. Take action necessary to execute these powers and all other powers conferred by the constitution and bylaws or any amendment,
9. Develop and implement Executive Board policies governing the ongoing procedure of MITOC and its Executive Board,
10. Call special meetings of the Executive Board or of the general membership in accordance with Article V of the Constitution,
11. Appoint members to the Advisory Board,
12. Sponsor MIT Community Members,
13. Act on disciplinary matters in accordance with Article VII.

B. The President must be an MIT student and shall have the following powers and duties:

1. Preside over all meetings of the Executive Board, Advisory Board, and the general membership,
2. Serve as chief spokesperson for MITOC to the MIT administration, the MIT Student Organizations, Leadership and Engagement Office, the MIT Association of Student Activities, and to other organizations and in all matters of concern to MITOC,
3. Schedule and organize the monthly general meetings,
4. Draft and manage agendas for Executive and Advisory Board meetings, as well as meetings of the general membership, to be reviewed at said meeting,
5. Call special meetings of the Executive Board or of the general membership,

6. Complete MIT's required core officer training and, with the Treasurer, complete MITOC's annual re-registration and keep MITOC's Engage group page accurate.

C. The Vice President must be an MIT student and shall have the following powers and duties:
   1. Attend all meetings of the MITOC general membership and Executive Board,
   2. Assume the powers and duties of the President in the event of the President's absence,
   3. Record minutes at every meeting of the Executive Board or general membership,
   4. Manage the MITOC maintained email lists,
   5. Respond to public inquiries to MITOC,
   6. Serve MITOC in all other ways deemed necessary by the President.

D. The Treasurer must be an MIT student and shall have the following powers and duties:
   1. Prepare a tentative budget for the approval of the Executive Board,
   2. In consultation with the Bursar, manage and maintain the financial operation of MITOC, such as preparing and presenting a yearly financial report and budget,
   3. Review, approve, process, and record outgoing financial transactions, including reimbursements, requisitions, and discretionary spending under Article V,
   4. Submit SOLE's Financial Access Form for MITOC's financial signatories each year on or after July 1,
   5. Complete MIT's required core officer training and, with the President, complete MITOC's annual re-registration and keep MITOC's Engage group page accurate,
   6. Serve MITOC in all other ways deemed necessary by the President.

E. The Bursar must be an MIT student and shall have the following powers and duties:
   1. In consultation with the Treasurer, manage and maintain the financial operation of MITOC, such as preparing and presenting a yearly financial report and budget,
   2. Manage MITOC's revenue, including the deposit of checks with the Student Organizations, Leadership and Engagement Office promptly upon receipt,
   3. Coordinate the application for funding opportunities,
   4. Serve MITOC in all other ways deemed necessary by the President.

F. The Members-at-Large shall have the following powers and duties:
   1. Attend all meetings of the MITOC general membership and Executive Board,
   2. Organize larger club projects,
   3. Assist the other members of the Executive Board in their respective tasks,
   4. Serve MITOC in all other ways deemed necessary by the President.

Section 2: Advisory Board

A. The Advisory Board shall have the following powers and duties:
   1. Advise the Executive Board on best and previous practices and policies,

2. Assist the Executive Board in managing MITOC activities,
3. Serve MITOC in all other ways deemed necessary by the Executive Board.

B. The Advisory Board includes the Office Access Manager, who shall have the following powers and duties:
   1. Manage access to the MITOC office, including through Engage,
   2. Serve MITOC in all other ways deemed necessary by the Executive Board.

C. The Office Access Manager must be an MIT student and is an officer of MITOC, as provided in Article IV, Section 2 of the Constitution.

Article II - Membership

Participation in MITOC shall consist of the following:

- MIT Student Members: MIT students, as defined in Article III of the Constitution, who join MITOC.
- MIT Community Members: individuals who are not MIT students, who are current MIT faculty, staff, fellows, employees, or affiliates, hold MIT visitor appointments, or have a current Kerberos account, and who join MITOC.
- MITOC Guests: non-members who take part in MITOC trips, gear rentals, or events.
- Participating Members: MIT Student Members, MIT Community Members, and MITOC Guests who meet the participation requirements in Section 3.

MIT Student Members, MIT Community Members, and Participating Members make up the general membership. These categories shall be defined in the following sections, and individuals in each category shall pay dues to MITOC. MITOC shall waive dues for any MIT Student Member who cannot afford them. All members must complete and sign the MIT General Liability Waiver for Student Organizations before participating in MITOC activities.

Section 1: MIT Student Members

A. MIT Student Members must be MIT students, as defined in Article III of the Constitution.

B. MIT Student Members shall be privileged to do the following in MITOC:
   1. Serve in the positions of President, Vice President, Treasurer, Bursar or Member-at-Large,
   2. Act in any of the ways privileged to MIT Community Members, Participating Members, or MITOC Guests.

Section 2: MIT Community Members

A. MIT Community Members must meet the definition in the opening of this Article.

B. MIT Community Members shall be privileged to do the following in MITOC:
   1. Act in any of the ways privileged to Participating Members or MITOC Guests.

C. Limitations:
   1. MIT Community Members shall not be permitted to participate in MITOC to the detriment of MIT Student Members, as deemed by the Executive Board.

Section 3: Participating Members

A. An MIT Student Member, MIT Community Member, or MITOC Guest becomes a Participating Member when they meet the following requirements:
    1. They must be in good standing with MIT and the MITOC Executive Board.
    2. They must have participated (as a leader or participant) in greater than or equal to 2 trips within the past year.
B. Participating Members shall be privileged to do the following in MITOC:
    1. Serve as MITOC trip leaders, once approved under Article III,
    2. Vote in elections and on amendments at general meetings,
    3. Serve as a Member-at-Large, provided they were elected while an MIT student,
    4. Serve on the Advisory Board,
    5. Serve on MITOC committees,
    6. Act in any of the ways privileged to MITOC Guests.
C. Limitations:
    1. Participating Members who are not MIT Student Members shall not be permitted to participate in MITOC to the detriment of MIT Student Members, as deemed by the Executive Board.

Section 4: MITOC Guests

A. MITOC Guests must meet the following requirements:
    1. MITOC Guests must be in good standing with MIT and the MITOC Executive Board.
B. MITOC Guests shall be privileged to do the following in MITOC:
    1. Participate in MITOC trips,
    2. Rent MITOC gear,
    3. Attend MITOC events.
C. Limitations:
    1. MITOC Guests shall not be permitted to participate in MITOC to the detriment of MIT Student Members, as deemed by the Executive Board.
    2. MITOC Guests who are not Participating Members may not vote in elections or on amendments.

Article III - Committees

Section 1: Safety Committees

A. There shall be two Safety Committees: the Winter Safety Committee and the 3-Season Safety Committee. The Winter Safety Committee carries out the duties below for winter trips, and the 3-Season Safety Committee for trips at other times of year.
B. The Safety Committees are standing committees and shall have the following powers and duties:
    1. Define when winter conditions are present for MITOC trips,

2. Approve and rate trip leaders, which they may delegate to activity chairs where applicable,
3. Review and approve of trip itineraries,
4. Investigate and report on incidents that take place during MITOC activities,
5. Issue safety standards for MITOC activities.

Section 2: Committee Formation

A. Special committees may be formed by the Executive Board with a given mandate.

Article IV - Meetings

A. The Executive Board and Advisory Board shall hold the monthly general meeting described in Article V of the Constitution, open to the general membership.

B. All meetings shall be governed in accordance with the Constitution and Bylaws.

Article V - Financial Policies

A. The Treasurer shall prepare an annual budget for approval by the Executive Board, normally at a budget meeting in June. Items may be added to the budget at other times by a vote of the Executive Board.

B. Each Executive Board and Advisory Board position may oversee up to $100 of discretionary spending per month. If a position is shared between multiple people, they share a single spending cap; the only exception is the Members-at-Large, each of whom has a separate cap. Discretionary spending may only be used for incidentals. The Treasurer approves discretionary spending. Discretionary spending above this amount may be requested as a budget item.

C. All other spending must be approved by a vote of the Executive Board and recorded in the budget. The Treasurer shall not reimburse spending that has not been approved or that exceeds the budget.

Article VI - Elections

A. All Executive Board positions must be up for reelection by the general membership at the annual election meeting in April, held in accordance with Article IV, Section 3 of the Constitution.

B. All other positions, including those on the Advisory Board, shall be appointed or elected at least once per year, at a time deemed appropriate by the President and the Executive Board, either at the annual election meeting or later in the year.

C. The Executive Board may use an advisory vote of the general membership to assist in the selection of appointed positions such as those on the Advisory Board.

Article VII - Discipline

A. Any member or affiliate found by the Executive Board to be in violation of MITOC policies or MIT Policies and Procedures including but not limited to those laid out in the Constitution or these Bylaws, any rules of order or safety standards set by the safety committee, or the purpose or community standards of MITOC may be warned, censured, or removed from office or membership. Removal from office or membership requires a two-thirds vote of the Executive Board.

B. The Executive Board shall be responsible for maintaining standing rules to govern all MITOC disciplinary actions.

Article VIII - Governing Documents

A. These Bylaws are to be considered subsidiary to the Constitution, and when in conflict shall be superseded by the Constitution.

B. Any policy laid out in another official MITOC document including but not limited to the MITOC website or documents prepared by the Executive Board or committees shall be considered official MITOC rules of order.

C. When in conflict, these Bylaws shall supersede any rules of order.

D. These Bylaws shall be amended in accordance with Article VI of the Constitution.