ASFC Constitution

Article I. Name

A. The name of the organization shall be the Association of Southern Forestry Clubs, hereafter referred to as the ASFC. Article II. Goals and Objectives

A. Goals: To encourage leadership, teamwork, competition, sportsmanship, professionalism, skill, development, and fellowship among the students and clubs of the ASFC.
B. Objectives:
    1. Hold an annual Conclave.
    2. Use the activities of planning for and participation in Conclave to encourage the development of leadership, teamwork, competition, sportsmanship, and professional skill development among students within ASFC member schools.
    3. The purpose of all competitions at Conclave should be to foster the ideals emphasized in Objective 2.
        - Every effort should be made to enhance the importance and role of professionalism in Conclave. Article III. Membership

A. Eligibility
    1. Any forestry club of a university or college in Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, or West Virginia granting a baccalaureate degree in forestry, or equivalent, with a major of forestry shall be eligible for voting membership in the ASFC upon a majority approval of a petition submitted to the voting member clubs; or by application by representation at the Annual Conclave.
    2. Charter Members: Louisiana State University, University of Florida, Stephen F. Austin State College, Mississippi State University, Arkansas A&M College, University of the South, Auburn University, Oklahoma State University, University of Georgia, North Carolina State College, and Clemson Agricultural College.
    3. Any Forestry Club of a senior university or college within the states in Part 1 of this Section not granting a baccalaureate degree in forestry shall be eligible for associate membership upon a majority approval of a petition submitted to the voting member clubs.
B. Privileges
    1. Each member club is entitled to one vote and full participation in all Conclave activities.
C. Dues
    1. The annual dues shall be two hundred dollars ($200) for each member club. Entering clubs shall pay a reduced rate to be set by the ASFC.
    2. The dues shall be used to pay for correspondence, publications, and other ASFC expenses of the host club.
    3. The dues for the year will be paid to the host school along with any registration fees that are requested for Conclave.
    4. The host club may elect to not collect dues at their discretion. If they do so, they must notify the members of the ASFC at the time they send out information on Conclave registration.

Article IV. Officers

A. The officers of the ASFC shall be:
    1. President - elected from and by the host club.
    2. Vice Presidents - elected from and by each member club.
    3. Secretary - elected from and by the host club.
    4. Treasurer - elected from and by the host club.
    5. Editor - elected from and by the host club.
B. Tenure of Officers
    1. Officers are to hold office until the next Annual Conclave, with the exception of the Editor,

who will serve until The Southern Forester is distributed.

C. Election of Officers
    1. The President, Secretary, Treasurer, and Editor of the ASFC shall be elected by the host club at their first club meeting following the Conclave.
    2. Vice Presidents of the ASFC shall be elected by their respective member clubs at their first meeting following Conclave.

Article V. Meetings and archived files

A. Meetings
    1. The business meetings will be held on the Thursday and Friday evenings during Conclave.
    2. In case of a tie during a vote, the President will cast the deciding vote.
    3. No club shall be the host more than once in three years.
    4. If a previously elected host notifies the members of the ASFC by October 1 (preceding the Conclave) that they cannot hold the Conclave, the President shall solicit bids from the members and then send a ballot to each member club to be voted on in writing.
    5. The host club shall be alternated from east to west whenever possible.
B. Files
    1. Accumulative files shall be maintained by the host club and shall include all members' reports and correspondence.
    2. Each file shall contain a copy of the ASFC Constitution and By-Laws.

Article VI. Amendments

A. The constitution may be amended or revised by a two-thirds vote of the member clubs.
B. The constitution may be amended or revised by a two-thirds vote of the advisors if the reason for doing so is to improve the safety of Conclave.

Article VII. By-Laws

A. By-Laws of the ASFC shall be established and altered during the annual Conclave business meeting, or at other times by special vote of the clubs in the extraordinary cases. The By-Laws may be altered by a simple majority vote of the member clubs.
B. The By-Laws may be altered by a simple majority vote of the advisors if the reason for doing so is to improve the safety of Conclave.

ASFC By-Laws

Section 1. Duties of the ASFC Officers

A. President
   1. To preside at all meetings of the ASFC.
   2. To appoint committees.
   3. To be responsible for obtaining reports from each of his committees and officer heads of the host club.
   4. To perform all other duties necessary.
B. Vice President
   1. To act as a representative of their club.
   2. To notify the President of his/her election.
   3. To complete a report of the activities of their club in the ASFC and be responsible for submitting materials to the host club for The Southern Forester.
   4. To be responsible for maintaining an accumulative file of ASFC correspondence with their club.
C. Secretary
   1. To keep the minutes of all meetings of the ASFC.
D. Treasurer
   1. To receive and have custody of all money paid to the ASFC.
   2. To keep a careful record of all receipts and expenditures.
   3. To prepare a financial report for publication in the annual issue of The Southern
   4. To be responsible for the collection of the dues, if they are collected.
E. Editor
   1. To gather and edit all material for the annual publication, The Southern Forester.
   2. To see that the provisions of Section 2 of the By-Laws are

carried out. Section 2. Publications

A. The title of the ASFC publication shall be The Southern Forester.
B. The Constitution and By-Laws shall be published annually in The Southern Forester.
C. The past host club shall publish the Southern Forester within one month after the Annual Conclave, if possible.

D. Securing items for publication:
   1. The articles shall be edited by the member clubs and submitted to the host club.
   2. Articles to be printed in the current issue must be in the hands of the publishing editor not later than the time of the Annual Conclave.
E. Each person registered for Conclave and the faculty advisors will receive access to a digital copy of The Southern Forester in PDF format.
F. Proceedings of each Annual Conclave, including minutes of the business meetings, will be published by the host club in The Southern Forester.

Section 3. Contests

A. Conclave competition will consist of the following standard technical contests:
   1. Compass and Pacing
   2. DBH Estimation
   3. Dendrology
   4. Forest Health
   5. Pole Classification
   6. Timber Estimation
   7. Wildlife
   8. Wood Technology
B. Conclave competition will consist of the following standard physical contests:
   1. Archery
   2. Axe Throwing

3. Birling
4. Bow Sawing: Men
5. Bow Sawing: Women
6. Chain Throwing
7. Crosscut Sawing: Jack & Jill
8. Crosscut Sawing: Men
9. Crosscut Sawing: Women
10. Knife Throwing
11. Log Chopping
12. Log Rolling
13. Pole Climbing
14. Pole Felling

C. Scoring will be based on the number of schools participating in the Conclave. First place winners in physical events will be awarded a number of points equal to the total number of schools participating. Second place winners receive one less point than the total number of participating schools, and so on. Member clubs do not accrue points for events in which their contestant(s) is/are disqualified. First place winners in technical events will be awarded a number of points equal to the number of schools multiplied by 1.5. Second place winners will receive 1.5 points less than the total number of points awarded first place; third place winners will receive 3 less points than the total number of points awarded to first place, and so on, with each succeeding participant who satisfactorily completes the events receiving 1.5 or more points. Any ties for first, second, or third place in each event must be broken by a runoff as specified by the in the rules for each event. In the case of ties for all other places, the tied contestants will equally share the points.

D. In addition to the standard events established in this Section, there may be a maximum of five contests at the discretion of the host club provided that these contests can be specified with rules and explanations at the proceeding Annual Conclave, and they receive a majority vote ASFC members. Requests for omission of any standard contest will be made at the proceeding Annual Conclave, with a majority vote necessary for approval.

Section 4. Policies Governing Conclave Participation.

A. A standard set of rules will be made and approved by the members of the ASFC.

B. A Head Judge and one or more additional Assistant Judges will be assigned to each event before competitions begin at a Thursday evening meeting of the faculty advisors. A member of the Protest Committee (see Section 6 B) will also be assigned to each event. Conclave

C. Participants in Conclave maybe any dues paying member of the Forestry Club who is pursuing their first undergraduate degree, and is enrolled at the university or college during the term of the Conclave in which he/she will be competing.

D. To participate in Conclave, each school must be accompanied by at least one faculty advisor (or other university employee so designated by the Head/Director/Dean). The faculty advisor is vital to Conclave participation because he/she provides continuity within the team, supplies the cadre of adults needed to serve as event judges, and demonstrates that the school is committed to the ideals of Conclave and is willing to host Conclave when it is their school's turn. It is understood that unforeseen circumstances may preclude a faculty advisor from attending. In this situation, it is the responsibility of the school to get written permission (including a description of the extenuating circumstances) from its Head/Director/Dean, and to submit this documentation to the host school before they will be allowed to participate. Under the very rare circumstances of an emergency or unexpected serious health issue related to their faculty advisor, where he/she cannot attend, a school may present their case to the host school and ask to participate. This decision will be entirely up to the host school. All schools participating without a faculty advisor will be suspended from participation in Conclave the following year. This suspension will be lifted if the school returns to Conclave the next year with their faculty advisor. However, schools without a faculty advisor present at Conclave for 2 consecutive years will not be allowed to participate and they will be temporarily expelled. A temporary expulsion may be lifted when the

school petitions the other member schools for the right to return with a faculty advisor, and then does so. It is expected that a school on temporarily expulsion will pay its team dues each year, if required, or be permanently expelled. The petition for reinstatement will be conducted through the school hosting Conclave and will be accepted or denied via a simple majority vote of the schools. A school on suspension or temporary expulsion will not be allowed to host Conclave. In addition, the school will be moved back into the hosting sequence as soon as possible after they are reinstated. All actions covered under this Section will be reported via letter from the Head/Director/Dean of the host school to the Head/Director/Dean of any school being suspended or expelled. (Added in April of 2009 via email vote)

E. If a member of a Conclave delegation or spectators from any member club, intentionally or otherwise interfere with the progress of any event in the Conclave, that delegation shall forfeit the rights to score any points from that event.

Section 5. Admittance and Withdrawal from ASFC Membership.

A. V.P.I. is hereby considered a member of the ASFC by vote taken on May 4, 1963.
B. Tennessee is hereby considered a member of the ASFC by unanimous vote taken on April 9, 1967The University of the South is hereby no longer considered a member of the ASFC after submission of a letter of resignation on April 12, 1969.
C. The University of Kentucky is hereby no longer considered a member of the ASFC by a vote taken on March 29, 1974.
D. Texas A&M is hereby considered a member of the ASFC by a vote taken on April 12, 1975.
E. Louisiana Tech is hereby considered a member of the ASFC by a vote taken on April 6, 1979.
F. West Virginia University is hereby considered a member of the ASFC by a vote taken on March 27, 1981.
G. West Virginia is no longer considered a member of the ASFC after submission of a letter of resignation on December 5, 1981.
H. Louisiana State University is no longer a member of the ASFC following e-mail correspondence to ASFC advisors from LSU School of Natural Resources Director on March 19, 2004.
I. Alabama A&M is hereby considered a member of the ASFC by a vote taken on March 26, 2004.
J. University of Kentucky is hereby considered a member of the ASFC by a vote taken on March 10, 2006.
K. Louisiana State University is hereby considered a member of the ASFC by a vote taken on March 12, 2009.
L. Oklahoma State is no longer considered a member of the ASFC after submission of a letter of resignation on March 12, 2009.
M. Texas A&M is no longer considered a member of the ASFC after submission of a letter of resignation on March 16, 2012.
N. Abraham Baldwin Agricultural College is hereby considered a member of the ASFC by a vote taken on March 16, 2013.
O. The University of Kentucky is no longer considered a member of the ASFC after submission of a letter of resignation on March 15, 2017.

Section 6. Adjustments to Event Rules

A. A table of random numbers will be used to choose the order of teams participating in each event. This order will be sent to each participating school before the Conclave.
B. Contest protests must be filed in writing with a member of the Protest Committee (see below) within 15 minutes of the end of the contest. From an alphabetical list, those schools in odd-numbered positions (1, 3, 5, 7, 9, 11, 13, 15) shall provide one member for the Protest Committee for the odd year Conclaves. Those schools in even-numbered positions (2, 4, 6, 8, 10, 12, 14) shall provide one staff member for the even year Conclaves. This alternate-year rotation system shall be continuous. Decisions rendered by the Protest Committee require a simple majority vote of the Protest Committee members present at the hearing. The decisions are final and are to be communicated to the involved parties as soon as possible.
C. Contestants in the log chopping event must wear the required feet and leg protection.
D. The host club must supply tentative lists for contests involving lists to member schools by

November 1. Complaints or suggestions for revision must be mailed back to the host club by December 1. Final lists must be sent to all clubs by February 1, with no changes being made after this date.

E. The Sportsmanship Award will be voted on by the Conclave Vice-Presidents. A confidential ballot will be submitted within one hour after the last event to the host club. In case of a tie, the host club will place the deciding vote; otherwise, the host club will not vote. Clubs may not vote for themselves.

F. In case of a tie for the Ten-Year Cup, the decision will be made by total number of points from the past ten years. The member club that retires the Ten-Year Cup is responsible for obtaining the new overall Ten-Year Cup and will bring it to the next Conclave.

G. Jack and Jill Cross-cut Sawing was officially designated one of the Standard Competitive Contests (a "point event") by unanimous mailed-in votes from the Member Clubs on April 1, 1992. This corrects an omission in that the status of the Jack and Jill Cross-cut Sawing event was never officially voted upon, although it was thought to be a "point event."

H. Guidelines for the Photogrammetry contest were developed by Clemson and distributed by Louisiana Tech. These guidelines were established as part of the rules for the Photogrammetry event by unanimous vote (mailed-in) from Member Clubs on April 1, 1992.

I. In the event of any display of unsportsmanlike behavior the contestant will automatically be disqualified with no points awarded for the event, with final determination made by the Protest Committee. Passed by unanimous vote on March 25, 1993 and becoming effective March 26, 1993.

J. For safety reasons, the chip start for all crosscut sawing events was eliminated by a majority vote of faculty advisors on December 12, 2006.

K. Due to cessation of the manufacture of 132 foot chains, the use of 100 foot chains was officially adopted for Chain Throw by a vote at the ASFC executive meeting March 17, 2007.

L. A clarification of scoring for Axe Throw was adopted by a vote at the ASFC executive meeting March 17, 2007. From this date forward, double sticks will be awarded zero points, and points will only be awarded for sticks of the leading edge of the blade.

M. In Women's Crosscut Sawing, teams with only one eligible female competitor can avoid scoring zero points by adding an ineligible female from their school, or another competing school. A 2-female team of this makeup will receive last place points, regardless of the time. This rule was adopted by a vote at the ASFC executive meeting March 17, 2007.

N. In birling, the log must be of uniform diameter throughout, kiln dried to assure floatability, and between sixteen (16) and twenty-two (22) inches in diameter. This rule was adopted by a vote at the ASFC executive meeting March 6, 2008.

O. Participants in pole climbing must wear a helmet as voted on by faculty advisors March 16, 2012.

P. In knife throwing, all knives must not be homemade, and must have a non-folding blade. Knives may be manufactured specifically for throwing. The minimum overall length will be 6 inches. Knives do not require a finger guard and may have two cutting edges on the same blade. All knives are required to have some type of handle and may not be sharpened on both ends. This was amended at the ASFC executive meeting March 13, 2015.

Q. In pole climbing, SFASU will procure padding for the 2017 Conclave, which will be used underneath the pole during climbs. These pads will be made available to the host school each year. The event rules will be amended to state ‘Padding must be used on all climbs’. Approved at the ASFC executive meeting on March 18, 2016.

R. Photogrammetry was amended to allow a faculty member of the host school to procure the photos and prepare the exam. The exam shall still involve photos from a state outside the ASFC member states. Amended at the ASFC executive meeting on March 18, 2016.

S. In pole felling, the pole may be debarked by a competitor, but this must occur during the timed event, not prior to the start signal. The stake provided by the judges may be driven into the ground prior to the start signal. Amendments were passed at the ASFC executive meeting on March 18, 2016.

T. In pole felling, all judges, photographers, or other non-competitors in the competition area

must wear hard hats. Amended at the ASFC advisor meeting on March 24, 2017.

U. In Underhand Chop (both Men's and Women's). Once a complete cut is made, to stop time, a competitor must raise their arm above their head and give a closed fist "thumbs-up" signal. If a competitor signals to stop time and continues to chop on the cant or makes another chop, the competitor will be disqualified. Amended at the ASFC Advisor meeting on March 22, 2025.

V. Host school should set a clear limits on practice saw and chop events. Amended at the ASFC Advisor meeting on March 22, 2025.

W. Forest Health will officially replace Photogrammetry as a point event starting at Conclave 67 in 2026. Amended at the ASFC Advisor meeting on March 22, 2025.

Section 7. Conclave Judicial System

A. The Conclave Judicial System has two goals:
   1. Protecting the environment of Conclave, and
   2. Protecting the rights of individuals involved in the disciplinary process. The system strives to protect the Conclave environment against acts of violence, destruction, and vandalism, and to provide a quality competing and learning environment that is safe, secure, and conducive to Conclave pursuits. Therefore, on occasion, it may be necessary to remove individuals from the Conclave community when their behavior warrants such actions. Finally, the system seeks to protect the rights of individuals involved in the disciplinary process and promote fair and just decisions.

B. Standards of Conduct. The Conclave Standards of Conduct are set forth in writing to give individuals and clubs notice of prohibited conduct. While participating in Conclave, individuals and advisors are representatives of their university or college and the natural resource professions represented, and, as such, are subject to oversight and the standards of conduct of their sponsoring university or college and the ideals of being a professional. Specifically:
   1. Individuals away from their campus as university or college representatives are subject to disciplinary action by their university or college for breaches of conduct as defined in their university's or college's student conduct code and/or organization constitution. All accompanying advisors are authorized to maintain good order and good representation while traveling to and from Conclave, as well as during Conclave. Upon return of individuals to their campus, disciplinary action of a penalizing nature may be instituted against individuals for misconduct during trips.
   2. Professionals are expected to exhibit the highest standards of honesty and integrity. They have a direct and vital impact on the quality of life for all people. Accordingly, the services provided by professionals require honesty, impartiality, fairness, and equity. Professionals must perform under a standard of behavior that requires adherence to the highest principles of ethical conduct.
   3. It is the responsibility of each club to be accountable for the collective and individual actions if its members. So, each club is responsible for maintaining order and professional conduct within their membership. Thus, it is expected that individual clubs will police themselves. Should individual club members, or entire clubs, fail to meet the expectations of professional conduct, disciplinary action of a penalizing nature may be instituted against them by the Judicial System. Unprofessional conduct by club members includes any behavior or action that breaks the rules of individual conduct put forward by the host university or college or that of Conclave, especially behavior that brings Conclave into public disrepute, contempt, or ridicule, or that reflects unfavorably upon the reputation and ethical standards of its host university or college.
   4. Specific behaviors and actions that are prohibited during Conclave include, but are not limited to:
      a. Alcohol: Possession, use, or distribution of alcohol by a minor. Distribution of alcohol to a minor. Public intoxication.
      b. Illicit drugs: Possession, use, or distribution of illicit drugs.
      c. Disorderly Conduct: Any behavior that disrupts the regular normal functions of the Conclave community, including behavior that breaches the peace or violates the rights of others.

d. Lewd, Indecent, or Obscene Behavior: Although undefined here, it may include profanity, obscenity within chants, or public nudity.
e. Weapons, Firearms, and Explosives: The unauthorized use or possession of fireworks, firearms, dangerous chemicals, explosive materials, dangerous devices capable of casting a projectile, or other lethal weapons are prohibited.
f. Threats of Physical Abuse: The threat to endanger the health or safety of any person or group.
g. Physical Abuse or Endangering Conduct: An act that imperils or jeopardizes the health or safety of any person or group.
h. Responsibility for Guests of Students: Conclave participants are responsible for informing their guests of Conclave policies and they will be held accountable for the behavior of their guests.
i. Violation of Local, State and/or Federal Laws: Violations are a concern to the university or college when such acts result in damage or disrepute to the institution, its property, its faculty and staff, or its students.

5. To ensure that the students, guests, and spectators participating in Conclave understand the Standards of Conduct the following actions will be completed:
   a. The standards of conduct must be discussed among students and club advisors in at least one meeting prior to the individuals signing the required statements of understanding that most schools require.
   b. Requiring Conclave participants to read the standards for conduct and to sign that they have read and understand them.
   c. The standards of conduct will be reinforced again at a meeting of all Conclave participants and their advisors once the clubs get to Conclave. This could be done on an individual club basis or at a group meeting of all clubs and their members.
   d. Finally, self-policing by individual clubs of their members will be initiated to prevent problems and to "immediately correct" those infractions that do occur.

C. Conclave Judicial Board Composition
   1. The President or Vice President (or in their absence, one-delegated person) for five (5) of the participating clubs (selected prior to Conclave via random drawing) and the principal Faculty Advisors from all participating clubs will act as a Conclave Judicial Board to hear evidence and to decide if individuals or clubs have violated the Conclave Standards of Conduct. The principal Faculty Advisor of the host school will serve as the Hearing Officer. If actions are to be brought against an individual or club with officer representation on the Conclave Judicial Board, an alternate club will be selected to provide officer representation. The faculty advisor for the individual/club under investigation will excuse herself/himself as a judge in the proceedings.

D. Inherent Authority
   1. The host university or college reserves the right to take necessary and appropriate action for on-and off-campus behaviors in order to protect the safety and well-being of the Conclave community. Such action may include, but is not limited to, the immediate removal of an individual from the Conclave premises.
   2. The rules and regulations described apply to all conduct on university or college owned, controlled, or operated property, and at all Conclave-sponsored locations and functions. Charges or conflicts resulting from violations of local, state, or federal law may not result in disciplinary action by the Conclave Judicial Board, but instead may be dealt with by the appropriate civil authorities.
   3. Charges of individual misconduct must be brought to the attention of any club advisor or any representative of the host school, who must report it to the principal faculty advisor of the host school, as soon as possible (ASAP). A preliminary investigation by a representative of the host school, appointed by the host school's principal advisor, will be conducted to determine if judicial action is required or appropriate. If judicial action is deemed appropriate, the principal advisor of the host school will notify the individual(s) ASAP of all allegedviolations.

E. Conduct of Judicial Hearings

1. The Hearing Officer will decide on procedures of all hearings and meetings of the Conclave Judicial Board that are not explicitly defined in this Section.
2. Hearings will begin with a reading of Sections 7 F, 7 G, and 7 H of the ASFC By-Laws to all those present.
3. In general, a hearing will continue with a plea of guilt, innocence, or no plea by the accused, then will move to an evidentiary phase, followed by a deliberations phase.
4. The Hearing Officer will determine the order of presentation of evidence, will maintain order, and will take steps to ensure a fair outcome.
5. The Hearing Officer will lead the deliberation process. A majority vote is required. In the event of a tie, the Hearing Officer will decide the outcome.

F. Individual and Club Responsibilities and Rights
   1. Responsibilities:
      a. The obligation to be fully acquainted with all published regulations and to comply with them in the interest of an orderly and productive Conclave community.
      b. The obligation of knowing that one's conduct reflects not only upon oneself but also upon Conclave and its participants.
      c. The obligation to follow the tenets of common decency and acceptable behavior commensurate with the aspirations implied by an educated person.
      d. The obligation to respect the rights and property of others.
   2. Rights:
      a. The right to a Conclave environment characterized by safety, order, and mutual respect.
      b. The right to a fair hearing when disciplinary action is initiated against an individual or a club.
   3. Judicial Rights: Any individual involved in potential disciplinary action is guaranteed certain rights to ensure fair and just decisions. A list of judicial rights is listed below:
      a. The right to the presumption of innocence unless guilt is established. Guilt is determined either by an admission of guilt by the accused or by the presentation of evidence to the Board, which establishes guilt by the preponderance of evidence.
      b. The right to be given written notice of the nature of the charge against him/her ASAP after:

         1) the alleged violation has occurred or,

         2) the individual and/or club has been identified as the alleged violator.

      c. The right to be notified of the time and place of the judicial hearing at least one (1) hour prior to the hearing to allow time to prepare her/his/their case.
      d. The right to be accompanied in a judicial hearing by one advocate. The advocate may either be another individual participating at Conclave, or her/his/their club advisor. The accused are responsible for ensuring that his/her/their advocate is available for the hearing.
      e. The right, upon request, to face one's accuser(s) at the hearing.
      f. The right not to answer any questions prior to the hearing.
      g. The right of access, upon request prior to the hearing, to all physical evidence (i.e., digital images, printed documents, etc.) to be presented at the hearing.
      h. The right to a fair hearing.
      i. Neither the accused nor the Conclave Judicial Board will be represented by legal counsel.
      j. No visitors are permitted. All persons present, excluding Conclave Judicial Board members and the hearing officer will be excused from the hearing for the deliberation.
      k. The right to testify and present evidence and material witnesses. It is the responsibility of the accused to notify witnesses to testify on his/her/their behalf.
      l. The right to refuse to answer questions. Refusal to answer will not be taken as an indication of guilt and must be noted without prejudice.
      m. The right not to appear at the hearing. Non-attendance at a hearing will not be taken as an admission or indication of guilt and must be noted without prejudice. However, a ruling will be made in all cases brought before the Judicial Board, regardless of whether

the person is in attendance.

n. The right to hear, question, and rebut adverse witnesses and to rebut unfavorable inference which might be drawn from adverse evidence.

o. The right to be judged solely on the evidence presented at the hearing and to an explanation of the reason(s) for the decision in the case within reasonable boundaries of confidentiality. Both the accuser and the accused will be informed of the outcome of any judicial hearing.

p. The right to appeal to the Dean/Director/Head of the academic unit hosting Conclave.

G. Disciplinary Sanctions for Violations of Codes of Conduct. Disciplinary sanctions within the Conclave Judicial System to which individuals or clubs will be subjected to include, but are not limited to, the following:

1. Warning: Oral or written notice that a specific behavior or a series of actions is unacceptable such that repetition would most likely result in more serious disciplinary action, such as probation, suspension, or expulsion. The individual or club may be officially warned by a Contest Judge, Club Faculty Advisor, or any official of the host school, that further unacceptable behavior will result in more serious action.
2. Restitution: Compensating the host university or college or other injured parties including faculty, staff, students, or visitors, for damaged, lost, or destroyed property, or personal injury. This action will be officially reported to the Dean/Director/Head of the student's or club's school.
3. Suspension: Loss of specifically designated privileges, which could include, but are not limited to: removal as a Conclave participant, which could include removal from some or all of the remaining, and/or future, Conclave activities. The individual or club is eligible to petition the Conclave Judicial Board for reinstatement. Written petitions must be filed with the Hearing Officer within 12 hours of notification of suspension. If the conduct of individuals within clubs is not self-policed, then actions may be taken against clubs to encourage self-policing. This may include suspension of a club for the actions of one or more of its members or guests. If needed, when Conclave is not convened, this process may be conducted via electronic communication. Due process will be followed. This action will be officially reported to the Dean/Director/Head of the student's or club's school.
4. Expulsion: When the behavior of an individual or club is totally unacceptable or is harmful to the well-being of Conclave and the host university or college, the individual or club will be expelled from the current, and/or future, Conclaves. The individual or club will be separated immediately from Conclave and must leave the Conclave site for a specified period of time, after which the individual or club is eligible to petition the Conclave Judicial Board for readmission. If the conduct of individuals within clubs is not self- policed, then actions may be taken against clubs to encourage self-policing. This may include expulsion of a club for the actions of one or more of its members or guests. If needed, when Conclave is not convened, this process may be conducted via electronic communication. Due process will be followed. This action will be officially reported to the Dean/Director/Head of the individual's or club's school.
5. School notification: For individuals/clubs convicted of sanctions 2 to 4, the university or college hosting Conclave will notify, in writing, the Dean/Director/Head of the individual's or club's school.

H. Interim Sanctions

1. Normally, no sanction will result from the filing of a complaint or from the initiation of disciplinary action. However, pending a hearing, or in extraordinary circumstances, the host university or college may implement provisional sanctions including, but not limited to, the suspension of an individual when and where the safety of persons or property or the ability of any other individuals to pursue Conclave goals would be placed in jeopardy by the continued presence of said individual. Such provisional suspension will not extend beyond 24 hours unless continued by the Conclave Judicial Board after the individual has been given the opportunity to show cause why the suspension should be discontinued. All interim sanctions will be limited and will not be construed to be disciplinary.

I. Appeal Procedure
   1. An individual or club may appeal decisions of the Conclave Judicial Board to the Dean/Director/Head of the academic unit hosting Conclave.
   2. Appeals based upon concrete, objective data are most likely to receive favorable consideration. Some examples include, but are not limited to, the following:
      a. Irregularities in due process, which may have influenced the outcome of the hearings;
      b. Demonstrated prejudice against the accused by any participating board members;
      c. Introduction of new evidence that was not available at the time of the original hearing;
      d. The sanction imposed did not fit the offense; or
      e. Any other reasons where a hearing may be construed as unfair.
   3. The accused must submit a written statement of the reasons for appealing to the Dean/Director/Head of the academic unit hosting Conclave. This statement must be submitted within 12 to 16 hours following receipt of the Conclave Judicial Board decision.
   4. The Dean/Director/Head of the academic unit hosting Conclave may take the following actions:
      a. Decide that there are not sufficient reasons to grant an appeal and thus affirm the original action. In this instance, the original action will stand;
      b. Send the case back to the Conclave Judicial Board to reconsider a certain portion of its sanction;
      c. Decide that there is sufficient reason to grant an appeal hearing.
   5. If an appeal is granted, the Dean/Director/Head of the academic unit hosting Conclave may:
      a. Limit the appeal to only such evidence that may relate to the seriousness of the sanction, or to any other controversial point cited in the appeal;
      b. Decide to have a completely new hearing, thereby nullifying any action taken in the original hearing;
      c. Summon to the appeal hearing at least one member of the Conclave Judicial Board that originally heard the case;
      d. Take action that will affirm, reverse, or modify the original action. Sanctions may not be increased within the appeal process.

Section 8. Conclave Safety Plan

A. Everyone is concerned with injury to participants and to spectators when conducting Conclave events. Thus, security and medical professionals should be at the competition site during scheduled Conclave events to deal with problems.
B. Because the risks involved can range from minimal to serious, a risk management plan will be developed and will be followed to at all times. Copies of the plan are available from the university or college that last hosted Conclave.

Risks Involved with the Association of Southern Forestry Clubs Conclave

Conclave is held every spring and is hosted by one of 14 schools in the Association of Southern Forestry Clubs (ASFC). In conclave, there are 14 physical events, which consist of archery, axe throwing, knife throwing, chain throwing, log birling, log chopping, log rolling, men's and women's bow sawing, men's and women's crosscut sawing, jack and jill crosscut sawing, pole climbing, and pole felling. Also, there are 8 technical events that consist of compass and pacing, DBH estimation, dendrology, forest health, pole classification, timber estimation, wildlife identification, and wood technology. In the physical events, and some technical events, there are risks to the participants and to the spectators of the physical events. Technical events are "closed" to spectators.

Overall Risks

The risks involved can range from minimal to serious. Throughout the physical events some of the risks would be minor cuts, bruises, sprained ankles and broken bones from falls, and/or deep open cuts from using sharp saws and axes. The risk of injury in the technical events is generally lower. They could consist of scratches, bruises, sprains and broken bones from falls, and because some of the events occur in the woods, twigs in eyes, ticks and chiggers, and snake bites are possible. There is a chance a branch or even a tree might fall and hit someone while in the woods. Also, there is the chance of tripping and striking one's head on a tree or other hard object.

Risks by Event: Physical Events

Chain Throw (Involves a team of 2 setting out and retrieving a surveyor's chain over an established course of standard size). Risks could be a contestant falling, minor cuts from the chain, and sprains or broken bones from falls.

Pole Fell (Involves an individual felling a standing pole 20 ft tall. Many poles are being felled over several heats, so contestants are spaced to minimize risk. Typically, there are 3 judges watching and timing each contestant and spectators are kept at a safe distance) Risks could be a contestant getting minor cuts or scratches. However, inattentive judges could be seriously injured by a falling pole.

Pole Climb (Involves a contestant climbing a 20 ft pole, as fast as possible, that has been shaved of its bark, dried for at least a week, and sanded to remove splinters) Risks would be a contestant falling from the pole and the possibility of sprains or broken bones, to simple slivers and skin burns. Three students from the contestant's school hover under the person to break any falls. Injury could occur to the climber or those trying to break falls.

Log Birling (Involves 2 contestants trying to knock each other off a floating log by controlling log spin to upset the other's balance; physical contact between contestants is not permitted). Risk would be a contestant getting bumps, bruises, or small open wounds. Cuts to feet might occur if broken glass or sharp metal is present on the lake bottom.

Bow Sawing (Men's and Women's) (An individual cuts through a standard cant, as fast as possible, using a bow saw) Risk would be contestants seriously cutting themselves on the leg by the sharp teeth of the saw as it drops at the end of the cut, or receiving minor cuts. Additionally, if the blade begins to serpentine within the cant and the cutter is inexperienced, considerable effort is needed to complete the cut and could lead to exhaustion and muscle pulls.

Crosscut Sawing (Men's, Women's, and Jack and Jill) (A Two-person team cuts, as fast as possible, through a standard cant using a cross-cut saw). Risk would be contestants seriously cutting themselves on the leg by the sharp teeth of the saw as it drops at the end of the cut, or receiving minor cuts. This has happened in recent conclaves and an emergency room visit was needed to stitch-up the wound.

Archery (Contestants shoot 6 arrows into targets at distances of 20, 40 and 60 yards, in two heats of 6-7 contestants each). Risk would be a contestant misfiring and causing injury to another contestant, judge, or a spectator.

Axe/Knife Throwing (Contestants throw a knife/ax at a target painted on the cross-section of a softwood tree from a distance of at least15 feet). Risk would be a contestant cutting himself/herself with a sharp edge or the knife/axe ricocheting off the target stand and striking a spectator. We have had instances of cuts to the head during the axe throw when the contestant was using an overhead throw. An emergency room visit was needed to stitch-up the wound.

Log Chopping (Involves a contestant standing on and chopping through a standard cant that has been fastened to a base, as fast as possible. Metal shoe protectors and shin guards are required. Seven cants are being chopped simultaneously in two heats, so contestants are spaced to minimize risk. Typically, there are 3 judges watching and timing each contestant). Risk would be a contestant receiving minor cuts or deep open wounds, especially to their feet or ankles. Additionally, the axe could fly out of a contestant's hands, injuring a judge or spectator. For this reason, spectators are kept a considerable distance from the event, and judges place themselves in locations where they are less likely to be hit by a flying axe.

Log Rolling (A 2-member team uses peavies to manipulate a large heavy log down a constrained course, as fast as possible). Risk would be a contestant receiving cuts, bruises, or smashed fingers/toes.

Risks by Event: Technical Events

Compass and Pacing (This is an in-field event where contestants traverse an established course using predetermined instructions). Risk would be a contestant receiving small cuts and scratches, or falling down and spraining a wrist or ankle, or breaking a bone. Wasp stings, ticks and chiggers, twigs in eyes, and snake bites are possible.

DBH Estimation (This is an in-forest event where contestants "eyeball" the diameter of marked trees). Risk would be a contestant receiving small cuts and scratches, or falling down and spraining a wrist or ankle, or breaking a bone, or falling branches or trees. Wasp stings, ticks and chiggers, twigs in eyes, and snake bites are possible.

Dendrology (This is an in-forest event where contestants identify marked trees to species). Risk would be a contestant receiving small cuts and scratches, or falling down and spraining a wrist or ankle, or breaking a bone, or falling branches or trees. Wasp stings, ticks and chiggers, twigs in eyes, and snake bites are possible.

Forest Health (This is an indoor event where two-member teams identify forest health specimens and their host plants.) There are no obvious risks. In rare situations, allergic reactions to the preservatives used in specimens might occur.

Pole Classification (This is an in-forest event where contestants assess marked trees to fit specific standards). Risk would be a contestant receiving small cuts and scratches, or falling down and spraining a wrist or ankle, or breaking a bone, or falling branches or trees. Wasp stings, ticks and chiggers, twigs in eyes, and snake bites are possible.

Timber Estimation (This is an in-forest event where contestants assess the volume or weight of trees in a predetermined area). Risk would be a contestant receiving small cuts and scratches, or falling down and spraining a wrist or ankle, or breaking a bone, or falling branches or trees. Wasp stings, ticks and chiggers, twigs in eyes, and snake bites are possible.

Wildlife Identification (This is an indoor event where two-member teams identify wildlife specimens and their host plants.) There are no obvious risks. In rare situations, allergic reactions to the preservatives used in specimens might occur.

Wood Technology (This is an indoor event where individual contestants identify blocks of wood to species). The risk would be a contestant receiving small cuts and scratches from using a pocketknife to cut wood samples. Eye strain might occur if the lighting is poor.

Precautions Taken During the events, participants have the option of using any safety equipment (PPE) they have brought with them. Rules for individual events have been examined in order to modify safety requirements relative to the above mentioned risks. Mandatory safety equipment is discussed under each event. For all of the physical events, there will be certified paramedics present to tend to any minor or major injuries. First Aid kits will be provided to the technical event judges for the minor injuries that might occur. First Aid kits will also be provided in all vans used to transport participants. Phones will be provided to head judges for technical events if they need help from paramedics. Precautions will be taken to ensure the safety of spectators. These include roping off designated areas at a distance to where injury to spectators watching contests is almost impossible. Also, maps to the nearest hospital will be provided to each school upon check-in to the event, and they will be posted in heavily used areas in case students are injured at times when paramedics are not available. Emergency phone numbers will be attached to these maps.
Because there has been considerable van-based travel to and from events for participants at some conclaves, trained drivers and sufficient well-maintained vans will be provided. Additionally, because a branch or tree might fall and hit someone while in the woods, or tripping and striking one's head on tree might occur, hard-hats must be worn during all forest-based technical events. Finally, to reduce the chance of snake bites, and sprains and breaks, good quality high-top boots should be worn during all forest- based technical events.