

# **Constitution of The Plant Pathology Graduate Student Org**

## **Article I Name**

The name of this organization shall be The Plant Pathology Graduate Student Org.

## **Article II Purpose and Goals**

### **Section A**

The objectives of this organization shall be to encourage learning and research in plant pathology through sponsoring and providing an arena for the communication of plant pathology information from research of interest to plant pathologists. This objective will be met through weekly seminars during the academic year, holding an annual summer retreat, hosting off-campus speakers, and organizing informal social events.

### **Section B**

The Plant Pathology Graduate Student Org abides by and supports Iowa State University policies, State and Federal Laws and follows local ordinances and regulations.

The Plant Pathology Graduate Student Org agrees to annually complete President's Training, Treasurer's Training and Advisor Training (if required).

## **Article III Membership**

Membership shall be open to all registered students at Iowa State University. Students within the Department of Plant Pathology are automatically members of the organization. Any Post Doctorate Researcher interested in plant pathology may become a member of the organization with non-voting standing. Iowa State University and The Plant Pathology Graduate Student Org do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, or status as a U.S Veteran.

As a member, one may be required to pay dues and actively support organization projects. The Plant Pathology Graduate Student Org shall be open to ALL registered students in good standing at Iowa State University.

## **Article IV Officers and Adviser**

### **Section A Officer Positions and Academic Requirements**

Officers will be elected to the following positions and make up the Executive Committee: President, Vice President/Risk management, Treasurer, and GPSS-Senate Representative. Members interested in becoming an officer must meet the following academic requirements:

- (a) Have a minimum cumulative grade point ration (GPA) of 3.00 and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office.
- (b) Be in good standing with the university and enrolled full-time as a graduate or undergraduate student (unless fewer credits are required in the final stages of their degree as

defined by the Continuous Registration Requirement) during the term of office.

- (c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

### **Section B Officer Duties**

President duties include presiding over meetings, promote interest of organization, appoint members to specific committees, sit on any committee as a non-voting member, work with advisor and faculty committees.

Vice President duties include assuming the duties of president if the president is unable, and otherwise assist the president in accomplishing tasks good for the order. The Vice President will also serve as the risk management officer. The role of the risk management officer is to recommend risk management policies or procedures to The Plant Pathology Graduate Student Org, to submit documentation to ISU's Risk Management Office and to ensure that risk management procedures are implemented at all of the organizations events, and to ensure that proper waivers and background checks are on file with Risk Management for events. Additionally, the risk management officer will help minimize potential risks for club activities and recommend risk management policies or procedures. Treasurer duties include: managing funds, reporting income, providing expense and balance information at meetings, applying to GPSS for annual funding, collecting and recording dues, authorizing expenditures along with advisor.

GPSS-Senate Representative duties include attending GPSS senate meetings and reporting discussion topics back to The Plant Pathology Graduate Student Org, as well as taking any concerns that members or the organization have back to the senate.

### **Section C Election of Officers**

Elections will be held annually in December to fill officer positions during the following calendar year. All officers will hold a one-year term from January to December. Candidates will be nominated for Executive Committee offices, if there are no nominations the President or Vice President will nominate members for office positions. Election of officers will require a simple majority vote from the general membership present at the election meeting. Votes will be cast by a secret ballot during a regular weekly seminar. If a candidate fails to receive a majority of votes, a run off election will be held within the top two candidates that received the most votes.

### **Section D Impeachment/Removal of an Officer and/or Advisor**

Upon recognizing an officer's failure to fulfill his or her duties, impeachment/removal process shall begin. Officers may be removed from office by a ½ vote of the other officers and ¾ of the general membership present at the meeting if actions are deemed inappropriate by the membership, such actions include but are not limited to failure to fulfill responsibilities outlined in Article IV Section B and unexcused absences (2 or more) from Executive Committee meetings/functions. The officer is permitted to speak before the Executive Committee and the general membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the Executive Committee regarding the charges.

Upon recognizing that the Faculty Advisor has failed to fulfill his or her duties, the impeachment/removal process shall begin. The Advisor may be removed from the position by a  $\frac{2}{3}$  vote of the Executive Committee and  $\frac{3}{4}$  vote of the general membership present at the meeting if actions are deemed inappropriate by the membership. Such actions include, but are not limited to, failure to fulfill responsibilities outlined in Article IV Section C (Advisor Duties), repeated lack of communication or attendance at organizational meetings, or conduct unbecoming of a representative of the Department of Plant Pathology, Entomology, and Microbiology. The Advisor shall be notified in writing of the reasons for removal and shall be permitted to speak before the Executive Committee and general membership prior to the vote. The Advisor shall not participate in deliberations concerning the removal decision.

#### **Section E Replacement of Officer and/or Advisor**

If an officer position becomes open due to removal or graduation of the student serving that officer position the President will ask for volunteers from the general membership to fill the open position. The President may also nominate members to fill the officer position. Volunteers and nominated members must fulfill the academic requirements specified in Article IV Section A. A simple majority vote by the general membership will be required to fill the officer position, which will be done through a secret ballot.

If an Advisor position becomes vacant due to removal, resignation, or inability to serve, the Executive Committee shall solicit nominations from the general membership. Nominees must be members of the Iowa State University faculty or staff and meet the requirements for serving as an advisor to a registered student organization. The new Advisor shall be selected by a simple majority vote of the general membership and confirmed by the Department of Plant Pathology, Entomology, and Microbiology.

#### **Section F Adviser**

Adviser duties include maintaining communication and meeting with officer(s) regularly, awareness and approval of financial expenditure and ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Engagement. **Section G Adviser Election**

The adviser will be selected by the officers and then voted on by the general membership. A majority vote is needed for an adviser to be selected. The term of election for the adviser will be one full year (from December to December) at the end of this term election of a new adviser will be determined by the aforementioned procedure.

#### **Article V Finances**

The organization may establish reasonable dues that must be paid by all members. The amount of dues will be determined in the beginning of the academic year by the Executive Committee and presented to the general membership for a simple majority vote. The member dues will not exceed \$10 per semester. The treasurer shall maintain all financial records. All monies belonging to this organization shall be deposited and dispersed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institutions/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

## **Article VI Amendments and Ratification**

This constitution shall become effective upon approval by two-thirds vote of the general membership. Ratified constitution must be submitted to Student Engagement with in 10 days of final approval

Amendments to the constitution must be submitted in writing to the Executive Committee at least two weeks in advance of the meeting for distribution to members. New amendments must be read/distributed to members at least one week prior to initial voting. Amending the constitution will require a two-thirds vote of at least fifty percent of the general members. If the amendment is defeated in the initial vote there will be a second vote at least one week after the initial vote and requires a two-thirds vote of at least fifty percent of the general membership to pass. All votes will be done by show of hands. If the amendment is defeated twice it cannot be resubmitted for one semester. Once an amendment has received a two-thirds vote by fifty percent of the general membership, the Executive Committee will submit the amended constitution within 10 days to Student Engagement for approval.

_____ President Signature	_____ President Name	_____ Date
_____ Vice-President Signature	_____ Vice-President Name	_____ Date
_____ Treasurer Signature	_____ Treasurer Name	_____ Date
_____ Adviser Signature	_____ Adviser Name	_____ Date