

The Constitution of

The Iowa State University Investment Group

Second Draft 10/08/2009 Prepared by Kenneth Sturgis as Directed by the
Executive Board.

ARTICLE I

Name of the Organization

Section 1, Name:

The name of the organization shall be the Iowa State University
Investment Group.

ARTICLE II

Purpose and Objectives

Section 1, Purpose:

The Iowa State University Investment Group is a professional
student organization that is designed to provide a unique experience to both
the graduate and undergraduate student. The Group's goals are:

- Ensure that all students of various backgrounds have the ability to
participate in and learn about portfolio management and security
analysis.
- Successfully manage a fund that will bring monetary returns to Iowa
State University.
- Create and reinforce ties with the local business community.
- Enhance the reputation of the Business College and Iowa State
University.
- Create a strong educational environment that will challenge each member
to grow in their abilities.

Section 2, Iowa State University Rules and Regulations

The Iowa State University Investment Group abides by and supports
established Iowa State University Policies, State and Federal laws.

ARTICLE III

Membership

Section 1, Eligibility

- A. Membership shall be open to all registered graduate and undergraduate students regardless of their field of study as long as they are enrolled in 3 credit hours.
- B. Faculty, staff, and students that are under 3 credit hours may be associate members but may not vote or hold office.
- C. Members may join the organization at any time.
- D. The Iowa State University Investment Group does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability or status as a U.S. Veteran, and as such shall not discriminate on the aforementioned characteristics when determining membership or when electing officers.
- E. Membership can be revoked by 1/2 vote of the executive board plus a 1/2 vote from general members if actions are deemed inappropriate.

Section 2, Dues

- A. Dues are determined by the Executive Board.
- B. Dues are to be paid by current members within the first 14 days of the official start of classes as determined by the Office of the Registrar.

Section 3, Criteria for Voting Membership

- A. All members must pay dues to have voting rights. All non-dues paying, non registered members, associate members, and the faculty adviser are not allowed to vote.
- B. In order to obtain voting rights a member must do either of the following:
 - i. Show dedication and enthusiasm to the work and objectives of the Group by attending all meetings as possible in a two month period.
 - ii. Present a proposal to the general membership.

ARTICLE IV

Officers

Section 1, Enumeration

- A. The following shall be the officers of the Iowa State University Investment Group: President, Treasurer, Secretary, Economic Advisor, and Ethicist.
- B. Should the total membership of the group be above twenty-five at the beginning of a semester two more officers will be enumerated: Vice President and Vice Economic Advisor.
- C. Should the total membership of the group be below twenty-five at the beginning of a semester two officers will be removed: the Vice President and Vice Economic Advisor.

Section 2, Eligibility

The officers of this organization must meet the following requirements:

- A. Have a minimum cumulative grade point average (GPA) of 2.00
- B. Have a minimum GPA of 2.50 with at least 6 credit hours in the semester preceding election.
- C. Be in good standing of with the University and be enrolled in at least 6 credit hours and an undergrad and at least 5 credit hours as a graduate student.
- D. Be ineligible to hold an office should the student fail to maintain the requirements as proscribed in (a) and (b).
- E. A full member of the Iowa State University Investment Group.
- F. To be eligible, the member must have at least one semester of coursework remaining.

Section 3, Election Process

- A. Officer nominations will be restricted to voting members of the Iowa State University Investment Group.
- B. Officer nominations will be opened one meeting prior to election.
- C. Officers will be elected by ballot in the last meeting in April.
- D. Elected officers will assume their new positions during the first Group meeting in August.
- E. Officers shall be elected as listed in section one of this article
- F. A simple majority of voting members present is required for a member to be elected. In the event the initial vote for the particular office does not yield a candidate with a simple majority vote, the two highest candidates with the highest number of votes will move on to a second ballot
- G. Absentee ballots may be counted if they are certified and collected by a voting member before the election takes place.
- H. The term of office is one year. Re-election is a possibility as long as the student continues to meet all eligibility requirements.

Section 4, Removal

Officers may be removed by a vote of two-thirds of the present voting members with the support of two officers.

Section 5, Replacement Procedures

To fill the remainder of the vacated officer position, a simple majority of voting members present is required to elect the replacement. In the event that the initial vote for the particular office does not yield a candidate with a simple majority vote, the two candidates with the highest number of votes will move onto a second ballot

Section6, Advisor

- A. The Iowa State University Investment Group will have at least one advisor. It is the duty of the College of Business to provide an advisor of acceptable quality.
- B. The advisor is a non-elected position.
- C. The advisor may be kept for the duration of their tenure at Iowa State University.
- D. It shall be the duty of the advisor to oversee and monitor the activity of the Iowa State University Investment Group to ensure that activities are being conducted in a professional manner that abides by Iowa State University policy.

Section 7, Executive Board

The executive board is made up of and limited to all currently serving officers.

ARTICLE V

The Fund

Section 1, Construction

The Iowa State University Investment Group Mutual fund (the fund) is to be established by donation.

Section 3, Fund objective

The fund is to be an actively managed, risk adverse, growth-seeking, and diversified portfolio with a long term horizon.

Section 2, Oversight

The faculty advisor, executive committee, individual officers, and voting members are responsible for the oversight and sound management of the fund. Any individual or member of the above groups, who observes mismanagement of the fund, its distributions, or assets, has a duty to report such mismanagement to the proper School, Local, State, and Federal authorities.

Section 3, Investments

- A. Investments are to be made by proposals that are approved by the executive board and then presented to a general assembly of members.
- B. All proposals that are presented can be passed by a simple majority vote of voting members.
- C. Passed proposals must be technically feasible or they will be considered void.

Section 4, Distributions

- A. All distributions are based net gains on sales of fund assets.
- B. All gains net losses are to be distributed in the following manner:

- i. Fifty percent of gains are to be prudently reinvested in the fund.
 - ii. At least twenty-five percent of gains are to be gifted to the Business College of Iowa State University.
 - iii. The remainder will be used to cover Group expenses and create additional gifts to Iowa State University.
- C. Gifts to the Iowa State University will be held in Group's bank account set up under Article VI Section 1.
 - D. Gifts are to be distributed on after the first business day of the first day of fall finals.
 - E. The executive board may, upon its discretion, distribute gifts to Iowa State University at any time by unanimous vote.
 - F. Calculation of net gains and distribution amounts is the responsibility of the treasurer. Calculations will be certified by the executive board and the advisor before distributions take place.

ARTICLE VI

Finances

All non-fund active monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution. All funds must be deposited within 1 business day after collection. The Advisor to this organization must approve and sign each non-fund expenditure request before payment.

ARTICLE VII

Meetings

Section 1, Purpose

Meetings are to be used for the introduction of new members, proposals for the fund, education of members, and Group business.

Section 2, Time

- A. The Iowa State University Investment Group will meet at least once per month during the fall and spring semesters.
- B. The executive board meetings may be called by the president as deemed necessary.

Section 3, Quorum

A quorum shall consist of a majority of Iowa State University Investment Group voting members and at least three officers. No business shall be transacted unless a quorum is present.

Section 4, Parliamentary procedure

- A. Meetings shall be conducted in accordance with Robert's Rules of Order Revised for Deliberative Assemblies 4th Edition published in 1915.
- B. In the event of disagreement, this constitution or its by-laws are to be considered the superior document.

ARTICLE VIII

Amendments

Section 1, Amendment Procedures

- A. This constitution may be amended by reading the proposed amendment at each of two consecutive meetings where a quorum is present, prior to the meeting it is acted upon; a two-thirds majority of members present shall be necessary to adopt the amendment.
- B. An amendment must be approved by two-thirds of voting members and a unanimous vote from the executive board.
- C. The amended constitution must be submitted within 10 days to the Student Activities Center for approval.

ARTICLE IX

Ratification

Section 1, Ratification Procedure

- A. This constitution will be adopted if approved by two-thirds of the voting members at the second meeting following the initial presentation of this document.
- B. The ratified constitution must be submitted to the Student Activities Center within 10 days for final approval.

By-Laws of the Iowa State University Investment Group

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ARTICLE I

Executive Council

Section 1, Duties and Authorities of the Executive Council

- A. Carry out the policies of the Iowa State University Investment Group.
- B. Organize and plan meetings.
- C. Pay bills and report the paying of such to the Iowa State University Investment Group
- D. Organize and create an annual report documenting all of the Groups transactions, gains, losses, expenses, members, assets, distributions, accomplishments, policies, liabilities, and a snapshot of the portfolio on 5/25 of every year.
- E. Ensure that all calculations and records created by the treasurer and secretary are accurate and reliable.

Section 2, Duties and Authorities of Officers

- A. It shall be the duty of the president to preside at all meetings of the Iowa State University Investment Group, sign all orders and other documents that have been approved by the executive board, call executive meetings, and perform all duties that are necessary for the adequate functioning of the Iowa State University Investment Group.
- B. It shall be the duty of the treasurer to handle all finances of the Iowa State University Investment Group and present financial reports as demanded by the executive board and/or general membership. The treasurer is also responsible for documenting all trades of the fund and calculating net gains, losses, and all distributions arising from net gains.
- C. It shall be the duty of the secretary to keep the minutes of the Iowa State University Investment Group, create and submit official Group documents, and if necessary track absences of delinquent members.
- D. It shall be the duty of the economic advisor to track and advise the executive board and members on economic conditions and develop investment ideas and objectives.
- E. It shall be the duty of the ethicist to interview Group members, advise the board and members on ethical issues, and provide interpretations of this constitution.
- F. It shall be the duty of the vice-president to assist the president in their duties.
- G. It shall be the duty of the vice-economic advisor to assist the economic advisor in their duties.

ARTICLE III

Voting

Section 1, Voting procedures

- A. During elections of all officers all votes will be cast by secret ballot.
- B. General voting procedures: a majority of the members given voting rights by this constitution shall rule on all decisions, except as otherwise provided for in the constitution or by-laws. In the event of a tie, the president shall break the tie.

Article IV

Dues

Dues are not to exceed \$10 per semester without the approval of three-quarters of voting members.