

**Constitution**  
**Fulbright Students and Scholars at Iowa State University**

**Article I: Name and Affiliation**

- I. The name of this organization will be the Fulbright Students and Scholars at Iowa State University.
- II. This organization is a student organization affiliated with Iowa State University of Science and Technology and is organized under the regulations provided for the governance of student organizations by the University. It abides by and supports established Iowa State University policies, State and Federal Laws.
- III. It is also affiliated with the Fulbright Association and in particular to the Iowa Chapter of the Fulbright Association.

**Article II: Purpose and Goals**

The purpose of the organization is to serve as umbrella body for all students and scholars of the Fulbright Association at Iowa State University.

It seeks to:

- i. create support structures and mentorship for the students and scholars during their studies/program;
- ii. raise awareness, interest and opportunities for current, former and prospective Fulbrighters at Iowa State University and within the Fulbright program worldwide;
- iii. promote and attract prospective Fulbrighters to the Iowa State University;
- iv. create linkages with other Fulbright student and scholars groups from various universities worldwide.

**Article III: Membership**

The Fulbright Students and Scholars at Iowa State University is open to registered students at Iowa State and 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.

Voting membership is restricted to current and alumni Fulbrighters who are currently enrolled as students at Iowa State University. All current Fulbrighters are automatically members of the organization. These members control and direct the affairs of the organization.

Non-voting membership is open to all other alumni Fulbrighters, spouses/partners, faculty and other interested persons within the university and non-university community. These non-voting members may freely participate in the activities of the organization.

**Article IV: Officers**

- I. Elections take place at the end of the Spring semester.
- II. Election of officers will require a simple majority vote, excluding abstainers, from the voting membership. Should a candidate fail to receive a simple majority vote, a run-off election will be held within the top two candidates that received the most votes.
- III. The student officers of this organization must meet the following requirements:
  - i. Have a minimum cumulative grade point average (GPA) as stated below 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. For undergraduate, graduate, and professional students, the minimum cumulative GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

- ii. Be in good standing with the university and enrolled: at least half time (six or more credit hours) if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits) if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.
  - iii. Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (i) and (ii).
- IV.** Any student member fulfilling the above requirements is eligible for nomination, self-nomination or re-election. If a vacancy should arise at any time between annual elections, by-elections will be held to fill the vacancy within one month after such vacancy has arisen.
- V.** All officers shall comprise the Executive Committee of the organization and will meet as required in addition to regular organization meeting. The Executive Committee may appoint any such ad-hoc committees as deemed necessary. At least ½ of the officers should be current Fulbrighters. Officers will serve for one academic year, i.e. from August to May.
- VI.** Officer titles and duties are:
- i. President
    - Preside over all meetings
    - Represent the organization on campus and at Fulbright events
    - Ensure that the organization is operating in conformity with the standards set forth by the Iowa State University and Student Activities Center.
    - Maintain communication with the organization advisor and Fulbright
    - Schedule meetings/events with appropriate University offices
  - ii. Vice President
    - Preside over meetings in the absence of the President
    - Coordinate with the President to assist with presidential duties as needed
  - iii. Secretary
    - Maintain an accurate record of all organization meetings, in the form of general meeting minutes and actionable items reports
    - Maintain membership directory
    - Notify members of meetings, times, assigned tasks, etc.
    - Correspond when necessary with University administration and other recognized organizations
  - iv. Treasurer
    - Maintain an accurate record of organization transactions
    - Develop organization budget and present to membership for a 3/4 majority vote
    - Co-sign organization checks and vouchers along with the Advisor
    - Arrange fundraising opportunities for the organization
    - Solicits additional funding if needed from the Student Government Association in association with the President
  - v. Public Relations Officer
    - Coordinate organization promotion, all outreach and public communication activities and publicity of events
    - Coordinate media and Fulbright promotion materials (also on the Fulbright websites) to ensure maximum publicity for the organization
    - Maintain communication with Fulbright in association with the President

- vi. Advisor
  - Maintain communication and meet with officer(s) regularly
  - Awareness and approval of financial expenditures
  - Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center.
- VII. Any officer may be removed from office if such an officer is found guilty of actions deemed inappropriate by a ½ officers' vote and a simple majority of voting membership, excluding abstainers. An officer may also be removed if s/he has violated a University policy or the Student Disciplinary Regulations or failed the requirements for eligibility as student officer. The officer concerned, shall be granted an opportunity to address the charged made before the Executive Committee and voting membership, but shall not participate in the deliberation of the Executive Committee. The replacement procedure is the same as the vacancy procedure as described in Article IV, Section IV.

#### **Article V: Finances**

- I. No dues are assessed for membership.
- II. All 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/office (must receive authorization via Campus Organizations Accounting Office and Student Activities Center). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.
- III. Should the organization dissolve, all assets shall be donated to the library at Iowa State University.

#### **Article VI: Amendments and Ratification**

This constitution may be amended and ratified at any time, with the unanimous approval of the Executive Committee and a simple majority vote of the voting membership, not counting abstainers. Members will be given one week to consider amendments. Ratified amendment to this constitution must be submitted to the Student Activities Center within 10 (ten) days.