**Article I –** The name of this organization shall be Geology Graduate Student Organization (GGSO).

**Article II** – Purpose

The Geology Graduate Student Organization serves to foster academic and social activities among graduate students interested in geology, as well as geology education within the community, and communication with the Department of Geological and Atmospheric Sciences. GGSO organizes the annual Geology Graduate Student Seminar day, and helps sponsor outside guest speakers, computer facilities, field trips, and attendance at professional meetings.

**Article III** – Statement of Compliance

The Geology Graduate Student Organization abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations.  The Geology Graduate Student Organization agrees to annually complete President’s Training, Treasurer’s Training and Advisor Training (if required).

**Article IV** – Non-Discrimination Statement

Iowa State University and the Geology Graduate Student Organization do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, ethnicity, sex, color, marital status, gender identity, race, sexual orientation, national origin, age, religion or status as a U.S Veteran.

**Article V** – Membership

Membership is open to all activity fee-paying graduate students at Iowa State University. As a member, one is required to attend organization meetings regularly and actively support organization projects. Membership will be revoked by ½ vote of officers plus ¾ vote from the general membership if actions are deemed inappropriate by the membership.

**Article VI** – Officers

The officers of the Geology Graduate Student Organization shall be a President, Vice President, Treasurer, Secretary, Social Chair and Advisor.

Election of officers will require a majority vote from the general membership. Yearly elections for President and Treasurer will be held before the conclusion of “Dead Week” each spring by secret ballot. President elect and Treasurer elect will take office at the start of the Fall Term. Yearly elections for Secretary and Vice President will be held by secret ballot prior to October 1st of the Fall Term. If a candidate fails to receive a majority of votes, a run-off election will be held with the top two candidates that received the most votes. Members interested in becoming an officer must meet academic requirements as established by the Student Organization Recognition Policy.

The term of office will be one full year. All officers shall comprise the Executive Committee of the organization. The Executive Committee shall meet in addition to regular organization meetings. The Executive Committee shall appoint such committees that are needed to carry out organization goals.

The officers of this organization must meet the following requirements:

(a) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate and graduate students, the minimum 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.

(b) 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.

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

Officer Duties

1. President  
 -Preside over all meetings  
 -Represent organization on campus  
 -Ensure that the organization is operating in conformity with the standards set forth by Iowa   
 State University and Student Activities Center  
 -Maintain communication with organization advisor  
 - recommend risk management policies or procedures to the Geology Graduate Student Organization  
 - ensure that Iowa State University policies are followed at all of the organization’s events and  
 - ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

2. Vice-president  
 -Preside over meetings in the absence of the President  
 -Schedule meetings/events with appropriate University offices  
 -Coordinate organization promotion and publicity of events

3. Secretary  
 -Maintain an accurate record of all organization meetings and post for members  
 -Maintain membership directory  
 -Correspond when necessary with University administration and other recognized organizations

4. Treasurer  
 -Maintain accurate record of organization transactions  
 -Collect dues if required  
 -Develop organization budget and present to membership for ¾ vote  
 -Cosign organization checks along with the Advisor  
 -Arrange fundraising opportunities for the organization  
 -Solicits additional funding if needed from the Student Government

5. Social Chair

-Organize social activities for the members of the organization

-Organize social activities with other organizations on campus

Officers may be removed from office by ½ vote of the other officers and ¾ of the general membership if actions are deemed inappropriate by the membership. An officer is subject to removal if he/she regularly fails to perform their duties listed above or acts against the goodwill of the organization. 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.

If an officer is removed from office, or not able to fulfill the duties of the office, then a special election will be held within one month of the officer vacating the office, with the new officer fulfilling the rest of the office term.

**Article VII** – Advisor

The advisor shall be selected by the membership of the organization, and shall hold the title for their tenure at Iowa State University. The advisor’s duties are as follows:   
 -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

The advisor may be removed by a unanimous vote of the Executive Council and a ¾ majority vote of the membership. The advisor shall not be present during the final vote. An advisor is subject to impeachment if he/she regularly fails to perform their duties listed above or acts against the goodwill of the organization. Following impeachment, a new advisor shall be elected by the general membership using regular election procedures.

**Article VIII** – Finances

The finances of the Geology Graduate Student Organization shall be used for meetings, field trips, fundraising, and items for club use. If the Geology Graduate Student Organization is dissolved, the money in the account shall be disbursed to the Geology Program in the Department of Geological and Atmospheric Sciences for use for field trips.

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). All funds must be deposited within two business days following collection. The Advisor to this organization must approve and sign each expenditure before payment.

There are no dues to join the organization.

**Article IX -** This constitution may be amended and subsequently ratified at any time, with the unanimous approval of the President, Vice President, and Treasurer and with a simple majority of the membership, not counting abstainers. Members will be given one week to consider amendments. Ratified amendments to this Constitution must be submitted to the Student Activities Center within ten (10) days.