**Constitution of Exercise is Medicine at Iowa State University**

**Last amended 1/11/2019**

**Article I Name**

The name of this student organization shall be Exercise is Medicine at Iowa State University.

**Article II Purpose**

One purpose of Exercise is Medicine (EIM) is to be a platform for a positive shift in attitude regarding physical activity in the ISU/Ames community, and beyond. This organization is a valuable resource for the community; EIM provides individuals with encouragement, knowledge about and access to ways to improve their quality of life through exercise and physical activity. Exercise is Medicine extends efforts to all members of the ISU/Ames community regardless of age, race, ability, or socioeconomic status, upholding the ideal that physical activity should be inclusively accessible and can provide benefits for all. A second purpose of this organization, as a member of Exercise is Medicine on Campus (EIM-OC), is to be a contributor in the overarching goal of the global initiative from the American College of Sports Medicine, which is to include physical activity as a vital sign in the medical community. This organization strives to sow the understanding that exercise (less specifically, physical activity) provides a dose-response relationship between quantity and health outcome. In other words, that physical activity is actually "medicine". Exercise is Medicine is committed to the belief that physical activity is integral in the prevention and treatment of disease and should be an essential consideration in health care. Specifically within Iowa State University, EIM seeks to change the way in which health care professionals at Thielen Student Health (TSH) regard their student-patient's wellbeing. In future years, by TSH inquiring about the physical activity of its patients, it is considering a vital sign that plays a major role in preventing and treating non-communicable diseases. Additionally, many of which, afflict students such as depression, anxiety, stress, and type II diabetes. Ambassadors and Cabinet members of this organization are active in these stated purposes by volunteering their time, sharing their unique ideas and talents, and by encapsulating the ideals held by the organization in their everyday lives. This organization is directly affiliated with Iowa State University’s Department of Kinesiology, the American College of Sports Medicine and is a part of the global health initiative, Exercise is Medicine®.

**Article III Statement of Compliance**

Exercise is Medicine at Iowa State University abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. Exercise is Medicine agrees to annually complete President’s and Treasurer’s Training.

**Article IV Non-Discrimination Statement**

Iowa State University and Exercise is Medicine 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, gender identity, or status as a U.S Veteran.

**Article V Ambassadorship**

*Section 1: Requirements*

Members of our general audience can be considered Ambassadors of Exercise is Medicine, if and only if, they fulfill these requirements listed, Subsections (a)-(c).

1. Must 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).
2. Individuals must pay $5 per semester to be attain and retain ambassador status
	1. Applies to all members of Cabinet.
	2. May pay $10 for the entire year (fall semester only).
3. Individuals must be registered on our organization’s page on the volunteer portal, [Givepulse](https://www.givepulse.com/group/6520-ExerCYse-is-Medicine).

*Clause 1:*

*Ambassadors are encouraged to volunteer for the various events Exercise is Medicine provides for the Iowa State and Ames Communities. However, they are not required to volunteer.*

*These events include any that the Executive Officers deem that Ambassadors may be needed.*

*Clause 2:*

*All members of Cabinet must maintain Ambassador status to continue their role with EIM, fulfilling the requirements listed in Article V, Section 1, Subsections (a)-(c).*

*Clause 3:*

*Any guest of Exercise is Medicine may volunteer for our events. Guests may be defined as student athletes working with ExerCYse Time or any other student who finds our page on Givepulse. However, these guests will not receive the recognition or benefits associated with Ambassadorship.*

*Clause 4:*

*The Secretary is responsible for the tracking of the Ambassadors of Exercise is Medicine. This involves keeping current records of individuals that have paid dues and registered on* [*Givepulse*](https://www.givepulse.com/group/6520-ExerCYse-is-Medicine)*. The Treasurer is responsible for receiving dues and ensuring dues are properly accounted for.*

**Article VI Chair Roles & Responsibilities**

*Section 1: Requirements*

The Chair positions of Exercise is Medicine must adhere to the following requirements:

1. As a prerequisite, Chair candidates must be considered Ambassadors of Exercise is Medicine.
2. Chair candidates must 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.
3. Chair candidates must 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 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.
4. Chairs must be available to attend weekly leadership meetings, which are determined on a semester by semester basis upon availability of the Cabinet. Excused absences are allowed with notice.
5. Chairs must be able to perform the duties assigned to the assumed Chair as required by the position responsibilities detailed in Article VI, Section 2, Subsections (a)-(g).
6. Individuals would be ineligible to hold a Chair should the student fail to maintain the requirements as prescribed in (a), (b), (c), (d), and (e).

*Section 2: Positions & Responsibilities*

Ambassadors who are elected to fill the Chair of their preference will be asked to perform the following duties related to the position:

1. Risk Management Chair
	1. Complete training through the Student Activities Center when necessary for Risk Management Chair
	2. Ensure Exercise is Medicine’s Cabinet and Ambassadors are compliant with University-wide risk management guidelines at all events
	3. Provide completed forms for various policy agreements for all events between the Department of Kinesiology, the College of Human Sciences, Iowa State University, and Exercise is Medicine, forms may include but are not limited to:
		1. Contracts
		2. Insurance
		3. Serving food
		4. Liability Waivers
		5. Travel
		6. Youth programs
	4. Must complete event authorization processes when deemed necessary by the President
2. Media Relations Chair
	1. Management of various social media platforms such as:
		1. Facebook
		2. Instagram
		3. Twitter
		4. Any platforms that Exercise is Medicine may utilize in the future
	2. Follow the Student Activities Center guidelines for [social media best practices:](https://www.sac.iastate.edu/student-organizations/resources-for-organizations/adviser-resources/best-practices-for-social-media-use)
	3. Email correspondence with general audience members and ambassadors on matters relating to:
		1. Meeting times and locations
		2. Social events
		3. Fundraisers
		4. Any event or reminder that the President deems an email is necessary
	4. Any and all routine management of the [ExerCYse is Medicine website](http://www.exercyse.org/)

that is deemed necessary by the president.

1. Fundraising Chair
	1. Organize and coordinate a minimum of two fundraisers per semester. Examples include but are not limited to:
		1. Coldstone Creamery Fundraiser
		2. Blaze Pizza Fundraiser
		3. Panda Express Fundraiser
		4. Buffalo Wild Wings
		5. Other fundraiser examples provided by the [Student Activities Center website:](https://www.sac.iastate.edu/student-organizations/resources-for-organizations/fundraising/fundraising-opportunities/)
	2. Utilize funding resources provided on the [Student Activities Center website](https://www.sac.iastate.edu/student-organizations/resources-for-organizations/fundraising/):
	3. Work in collaboration with Media Relations Chair to promote fundraising events
	4. Work in collaboration with Marketing Chair to promote fundraising events
	5. Ensure adequate staff of Cabinet or Ambassadors are present at fundraising events
	6. Must be present at all planned fundraisers
	7. Must Report all funds received to the Treasurer
	8. Work closely with Treasurer (Article IX) to ensure annual goals for income are met
2. Newsletter Chair
	1. Compile and send routine Exercise is Medicine newsletters each semester to our student email lists
		1. Dates of the newsletter will be determined at the first meeting of each semester by Cabinet
		2. Any and all relevant information should be discussed in the newsletter such as:
			1. Events
			2. Happenings
			3. Ambassador recognition
			4. Other organizations’ information
			5. Relevant College or University-wide information
			6. Any item(s) deemed appropriate by the Cabinet
	2. Compile and send a separate newsletter to other cohorts of the Ames community including but are not limited to
		1. Parents of the Ames community
		2. Organizations with whom we have a partnership
		3. Other cohorts deemed appropriate by Cabinet
	3. Must obtain approval by both the President and Advisor of Exercise is Medicine before distribution of drafted newsletters
3. Marketing Chair
	1. Create flyers and/or other marketing items for events or occasions deemed necessary
	2. Work in conjunction with the Social Media Chair to distribute information via online platforms
	3. Distribute said flyers and recruit Cabinet members to do so as well
	4. Utilize [marketing resources](https://www.sac.iastate.edu/student-organizations/resources-for-organizations/marketing-resources/) for events deemed necessary by Cabinet through the Student Activities Center such as:
		1. Banners
		2. Buttons
		3. Display cases
		4. Table Tents
	5. Organize and coordinate Exercise is Medicine booths at Clubfest in both the fall and spring semesters
		1. Order and prepare promotional items with the help of the Treasurer
		2. Ensure Exercise is Medicine Cabinet members are present at Clubfest upon their availability
	6. Overall, spread the goodwill of Exercise is Medicine through marketing strategies deemed appropriate
4. Social Events Chair
	1. Plan and coordinate at least one social event each semester for Exercise is Medicine’s Cabinet, Ambassadors, and General Audience. Examples of these events may include, but are not limited to:
		1. Reserved group fitness classes
		2. Enlist services from the [Leadership and Service Center](https://www.sac.iastate.edu/leadership-service-center/leadership-programs-/)
		3. “Welcome back” social
		4. “Graduating Seniors” social
		5. Any and all social events deemed appropriate by Cabinet
	2. Collaborate with Media Relations Chair and Marketing Chair to promote said social events
5. Photography Chair
	1. May be filled by any member of Cabinet with a camera and/or a talent for photography
	2. Must be able to attend events as available to photograph the Ambassadors and Cabinet of Exercise is Medicine at various events in order to display the goodwill of the organization through one or more of the listed or unlisted means:
		1. Various social media platforms
		2. The Exercise is Medicine [website](http://www.exercyse.org/)
		3. Newsletters and emails
		4. As requested by the Department of Kinesiology, College of Human Sciences, or other university affiliated organizations
	3. Collaborate with the Media Relations Chair, the Marketing Chair, and the Newsletter Chair in order to provide photographs for the various external communication channels for which they are responsible

*Section 3: Election and Terms of Service*

1. Chair candidates must apply through whatever method is deemed appropriate by the President
2. Applications will be reviewed by the President and Vice-President
3. Ambassadors will be appointed to Chair positions upon a consensus between the President and Vice-President
4. Chairs will serve a minimum of one academic year (two semesters)
5. After their first term, Chairs may opt to remain in the same position with approval from the President and Vice-President
6. If a Chair desired to fill another position after their term is complete, they are required to apply and go through the same processes described in Article VII, Section 3, Subsections (a)-(c)

*Clause 1:*

*This is a non-exhaustive list of roles and responsibilities of the Ambassadors who are elected into these Chair positions listed. Any duty that is deemed necessary and appropriate by the President should be completed by the Chair of their choosing.*

*Clause 2:*

*Additionally, if it is temporarily necessary to fill remaining Chair positions, the President may issue applications to whatever cohort of students they deem fit while also maintaining inclusivity.*

*Clause 3:*

*Distribution of applications for Chair positions should be an established and routine process carried out once per semester at a time that is deemed appropriate by the Executive Officers.*

*In the event where a Chair position is vacant, the following strategies may be employed to fulfill the responsibilities of that Chair:*

1. *A related Chair may assume the responsibilities of the vacant chair, for example:*
	1. *Marketing Chair assuming the responsibilities of the Media Relations Chair*
	2. *Newsletter Chair assuming the responsibilities of the Photography Chair*
2. *A direct referral may be passed on by any member of Cabinet. The referred individual may be placed in the Chair with a consensus approval from the President and Vice-President and if they are compliant with the Requirements in Article VII, Section 1, Subsections (a)-(e)*
3. *An application specifically for the vacant Chair may be sent out to any demographic the President and Vice-President deem fit, including but not limited to:*
	1. *Current Ambassadors*
	2. *Department of Kinesiology Students*
	3. *Affiliated campus organizations*

*Clause 4:*

*Any Chair that is not capable of meeting the requirements as stated in Article VII, Section 1, Subsection (f) may be removed from their position by a consensus vote from the Executive Officers.*

**Article VII Executive Officer**s

*Section 1: Officer Requirements*

The Executive Officer positions of ExerCYse is Medicine must adhere to the following requirements:

1. As a prerequisite, Executive Officer candidates must be considered Ambassadors and have held a Chair position prior to applying for the Officer position.
2. The candidate must 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.
3. The candidate must 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 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.
4. Must be available to attend weekly Cabinet meetings, which are determined on a semester by semester basis upon availability of the Cabinet. Excused absences are allowed with adequate notice.
5. Must be able to perform the duties assigned to the assumed Executive Officer as detailed in Article VII, Section 2, Subsections (a) – (e)

*Section 2: Officer Roles and Responsibilities*

The duties of each officer of Exercise is Medicine and their terms of service includes the following:

1. President
	1. Complete the President training through the Student Organization website
	2. Update and submit the Compliance Agreement Form, the Operations Manual, and any amendments to the Constitution on the Student Organization website
	3. Draft proposed amendments to the constitution when necessary
	4. Remain responsive to emails and forward necessary information to specific members of the Cabinet or organization as a whole
	5. Coordinate and lead weekly Cabinet meetings
		1. Develop meeting agendas
		2. Preside over Cabinet and Ambassador meetings
	6. Determine meeting times that best suits the members of Cabinet
	7. Delegate duties to Cabinet members and hold them accountable for completing tasks that relate to any and all events hosted by Exercise is Medicine
	8. Reserve spaces on campus for meetings, events and any other incidences deemed necessary by Cabinet
	9. Facilitate goal-setting practices for Cabinet and evaluate those goals throughout the year
	10. Set long-term, visionary goals for Exercise is Medicine for the academic year
2. Vice President
	1. Attend College of Human Sciences Council meetings
		1. Should ensure that the council is aware of the happenings of Exercise is Medicine during the ‘organization updates’ portion of CHS Council meetings.
	2. Facilitate weekly Cabinet meetings in the absence of the President
	3. Assumes host duties of guest speakers facilitated by EIM
		1. Ensuring the guest speaker receives a ‘thank you’ card
	4. Serve as a transitionary guide for members of Cabinet taking on new roles
		1. Introduction to their position’s documents in CyBox
		2. Give tips and advice as to how the individual can thrive in their Cabinet position
		3. Answer any questions from new Cabinet members regarding their role
	5. Complete necessary [Event Authorization procedures](https://www.sac.iastate.edu/student-organizations/resources-for-organizations/event-authorization-and-planning/event-authorization/) as deemed necessary by the President
	6. Serve as an advisor to the President in the following ways:
		1. Ideation for current or potential Exercise is Medicine events that serve the long-term vision of the club
		2. Give feedback on meeting agendas and orders of business
		3. Help the President ensure the long-term goals of Exercise is Medicine are actualized
		4. Consult the President on logistical manners regarding the operation of Exercise is Medicine
3. Treasurer
	1. Complete necessary training to become authorized to manage Exercise is Medicine’s finances and P-card
	2. Develop an annual budget for Exercise is Medicine, due before the start of the first Cabinet meeting of the fall semester
		1. Budget must be passed by a simple majority in Cabinet
		2. This budget will be adhered to throughout the year
	3. Collect dues and report to the Secretary in order to keep the Ambassador roster up to date
	4. Ensure Exercise is Medicine is following all Iowa State University policies regarding the financing of the organization by communicating with and being aware of policies from the [Campus Organization Accounting Office](http://www.controller.iastate.edu/campusorg/homepage.html)
	5. Give weekly reports on the status of Exercise is Medicine’s account
	6. Provide insight on all purchases requested by Cabinet members
4. Secretary
	1. Manage and maintain a roster for those who qualify for Ambassador status
		1. Recognize individuals who reach ambassador status as deemed appropriate by the President
		2. Collaborate with Newsletter Chair to do Ambassador recognition in the monthly newsletter
		3. Additionally, the Secretary should recognize graduating senior Ambassadors
	2. Take and share meeting minutes at every Cabinet meeting that includes all important information that was covered
	3. Record goals accomplished and goals in progress of each member of Cabinet from reports given at Cabinet meetings
	4. Manage Exercise is Medicine’s organizational email accounts (exercyse@iastate.edu, exercyse\_leaders@iastate.edu, & exercyse\_exec@iastate.edu)
		1. Forward emails on to appropriate members of Cabinet
		2. Add or remove members of Cabinet from said email accounts with the help of the Advisor

*Section 3: Elections*

1. Executive Officer candidates must apply through whatever method is deemed appropriate by the President in office
2. Applications should be reviewed by Cabinet members
3. Executive Officers must be voted into office by a simple majority among all Cabinet members
	1. If two or more candidates are applying for the same office, a short address on the candidate’s intentions and vision for EIM may be presented to Cabinet to attain votes
	2. In the event of a split vote, the Advisor and/or graduate students should serve as tie breaking voters
	3. Voting should be done anonymously via whatever means is deemed appropriate by the President
4. If an Executive Officer desires to fill another office after their term is complete, they are required to apply and go through the same election process
5. Additionally, if the Executive Officer desires to serve another term in the same office they must re-apply and be elected

*Section 4: Removal of Executive Officers*

The removal of an Executive Officer will follow the protocol described:

1. Before further action is taken, any conflict between Cabinet members should be mediated by the Advisor before the formal removal procedures are to be implemented
2. If the conflict is not able to be resolved through mediation by the Advisor, a member of Cabinet must formally request a hearing regarding the Executive Officer’s status with Exercise is Medicine and the Advisor must approve of said hearing
3. The hearing of an Executive Officer may occur in instances regarding a(n):
	1. Inability to perform the duties of the role
	2. Inability to uphold the standards of an Executive Officer position
	3. Inappropriate behavior
	4. Any other reason deemed valid by the Advisor
4. The hearing will consist of the following process:
	1. The Executive Officer speaks on the reason(s) listed for the hearing, answering questions of the Cabinet
	2. Members of Cabinet anonymously vote either in favor or not in favor of the removal of the Officer by simple majority
5. If a simple majority votes to remove an Executive Officer, the Advisor must approve of the decision in order to formally remove the Officer

*Clause 1:*

*This is a non-exhaustive list of roles and responsibilities of the Executive Officers. Any duty that is deemed necessary and appropriate by the President or Advisor should be completed by the Officer of their choosing.*

*Clause 2:*

*The Executive Officer’s term will be one academic year (two semesters) from the date of their election. Elections for Executive Officers will be held during the last Cabinet meeting of the spring semester. Once elections are complete, Offices should not be updated on the* [*Student Organization’s website*](https://www.stuorg.iastate.edu/organization/2379/checklist) *until the following fall semester to prevent the newly elected Officers from having to repeat their trainings.*

*Clause 3:*

*In the event of a vacant office, applications may be completed by members of Cabinet. The same election process described in Article VII, Section 3, Subsections (a)-(e) must be fulfilled before the candidate may take office.*

*Clause 4:*

*Further, if the President no longer wishes to serve the role or is removed from Office, the Vice-President should assume their position and the Vice-President should be replaced by a member of the Cabinet.*

**Article VIII Adviser**

*Section 1: Duties of the Adviser*

The responsibilities of the Department of Kinesiology professor who advises Exercise is Medicine are listed here:

1. Represent the interests of Exercise is Medicine at Departmental meetings
2. Serve as an advocate for the Exercise is Medicine-OC initiative in the Department of Kinesiology, the College of Human Sciences, Iowa State University, and the field of Kinesiology itself
3. Maintain relationships via annual meetings with our Health Care Professional at Thielen Student Health and our Health Fitness Professional at Recreation Services
	1. Currently, those individuals are
		1. Erin Baldwin-Thielen Student Health
		2. Nora Hudson-Recreation Services
4. Be present, when requested, for Exercise is Medicine Ambassador, Cabinet, and Executive meetings.
5. Provide insight as it pertains to the operations of Exercise is Medicine in the past, present, and future when Cabinet is taking important and longstanding actions
6. Seek opportunities for growth of membership and impact and provide them to Cabinet for discussion

*Section 2: Election of the Adviser*

The following process should be enacted in any instance where Exercise is Medicine is required to elect a new adviser:

1. An invitation to Department of Kinesiology faculty should be distributed via a response system deemed fit by the President
2. Or, in the instance when an interested candidate is suspected, the President may invite them to advise the organization with approval from Cabinet
3. Should (a) candidate(s) be selected, Cabinet must discuss the candidate(s): their strengths, qualifications, and limitations to serve as Adviser of Exercise is Medicine
4. A 75% majority vote (e.g. 9 of 11) must be made by Cabinet for election of the candidate
5. In the event that there is a tie between two candidates, the President must select a tie breaking method deemed fair and respectful of the candidates

*Section 3: Term of Service*

The Adviser of Exercise is Medicine is a long-term position. Once elected, an Adviser serves Exercise is Medicine year to year, completing the assigned responsibilities in *Section 1.* The Adviser is able to leave the organization under the following conditions:

1. No longer interested in serving
2. Moving to another university
3. Too little time
4. Or, for any other reason specified by the Adviser not listed here

*Section 4: Impeachment*

The following procedure should be carried out should the Cabinet and/or Ambassadors of Exercise is Medicine find justified reason to impeach the Adviser. This process may be enacted for any reason deemed valid by the Cabinet.

1. There must be a private address of the grievance(s) of the Adviser by the Executive Officers and the individual(s) filing the formal concern
2. Once determined legitimate by unanimous decision of the Executive Officers, the President should address the concerns to the Chair of the Department of Kinesiology
3. From there, a meeting between the Chair of the Department, the Adviser, and the President should be held to discuss the grievance(s) against the Adviser
4. A solution should be sought first, where impeachment is not necessary
5. If, however, the grievances are legitimized by the Executive Officers and the Department Chair and no solution is determined, impeachment may be enacted
6. Impeachment of the Adviser determined by the President and Department Chair is immediate and final

*Clause 1:*

*Duties of the Adviser are vital to the growth and longevity of Exercise is Medicine. The Adviser holds the authority to share their duties, to a reasonable extent, with Graduate Students in the Department of Kinesiology who are involved with Exercise is Medicine.*

*Clause 2:*

*In any instance where there is a sudden vacancy in the role of Adviser of Exercise is Medicine, normal election procedure detailed in Section 2 should be enacted.*

*Clause 3:*

*Beings Exercise is Medicine is a Departmental Student Organization, its leadership should seek additional, specific advice from faculty of the Department of Kinesiology regarding topics/activities that pertain to their area(s) of focus and expertise.*

**Article IX Finances**

*Section 1: Revenue*

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 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

*Section 2: Dues*

As stated in Article V, Section 1, Subsection (b), in order to maintain Ambassadorship dues must be paid each semester. All members of Cabinet are expected to pay these dues as well. The following guidelines should be followed for dues collection.

1. Dues are $5 per semester or $10 for the entire academic year.
2. Dues may be paid either directly to the Treasurer with cash/check or online via the [Student Organization Marketplace](https://www.sac.iastate.edu/student-organizations/resources-for-organizations/student-organization-marketplace/).
3. As stated in Article VII, Section 2, Subsection (c), the Treasurer is responsible for collecting and recording dues paid in an organized, timely fashion so the number of dues-paying Ambassadors can readily be assessed.

*Section 3: Additional Funds*

Exercise is Medicine, depending on its advisor, may have access to departmental spending accounts for purchases that directly reflect the Department of Kinesiology. The use of these funds are at the discretion of the Advisor. This account is not maintained nor operated by the student organization but funds may be requested from it.

*Clause 1:*

*All topics related to funds or fundraising concern primarily the Treasurer, the Fundraising Chair, and the Advisor.*

*Clause 2:*

*The Student Organization Marketplace can also be used for event registration and non-charitable donations. It should be used whenever convenient by Cabinet. The Treasurer will be responsible for establishing the marketplace page.*

**Article X Amendments & Ratification**

*Section 1: Proposing Amendments*

1. Amendments may be proposed by any seated Cabinet member at any time during regularly scheduled meetings.
2. Proposals should present clear logic for the amendment including the purpose, benefits, and consequences.
3. Proposals should be discussed thoroughly by Cabinet before being drafted by the President.

*Section 2: Amendment Format*

1. Proposals that are deemed valid by Cabinet members are to be drafted in the constitutional format used in this document.
2. The proposed amendment should be written alone but also annotate where it will be appropriately placed in the constitution.

*Section 3: Voting on Amendments*

1. Once drafted, proposed amendments should be voted on by all members of Cabinet in a formal manner.
2. All votes are counted equally.
3. A simple majority in Cabinet passes a proposed amendment.
4. Once passed, an amendment becomes effective immediately.
5. In the event of a split vote, the Advisor will pass or reject the proposed amendment.

*Section 4: Implementing Newly Ratified Constitutions*

Newly ratified constitutions must be promptly submitted to both [Exercise is Medicine’s student organization page](https://www.stuorg.iastate.edu/organization/2379/checklist) and the Student Activities Center for approval.

*Clause 1:*

*The Advisor and/or any graduate students that serve on the Cabinet may vote for proposed constitutional amendments, if present during the vote. Although, their vote is not weighted differently nor is their presence necessary to come to a vote on the proposed amendment.*

*Clause 2:*

*This Constitution of Exercise is Medicine at Iowa State University should be reviewed, at least, once per academic year with critical intent.*