

CONSTITUTION

ARTICLE I NAME:

The name of this organization shall be *The Vine at Collegiate Presbyterian Church* at Iowa State University.

ARTICLE II PURPOSE:

The purpose of this organization is to connect students and members of Collegiate Presbyterian Church during the student's' time at ISU. We are a religious organization that seeks to be a place of worship, learning, and fellowship for students. Collegiate Presbyterian Church is an affiliation of the Presbyterian Church USA. We provide weekly worship services, small groups, and free meals to students. We also participate in other fellowship events monthly.

ARTICLE III STATEMENT OF COMPLIANCE:

The Vine at Collegiate Presbyterian Church abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. The Vine at Collegiate Presbyterian Church agrees to annually complete President's and Treasurer's Training.

ARTICLE IV NONDISCRIMINATION STATEMENT:

Iowa State University and The Vine at Collegiate Presbyterian Church 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.

ARTICLE V MEMBERSHIP:

The Vine at Collegiate Presbyterian Church shall be opened to all registered students at Iowa State University.

ARTICLE VI RISK MANAGEMENT:

Risk Management Officer: President

The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to the Vine at Collegiate Presbyterian Church, [c] to submit documentation to ISU's Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization's events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events.

ARTICLE VII OFFICERS:

Officer duties and terms of service:

1. President: The president shall oversee student organization activities and organization. They will work with other members and officers to maintain compliance with ISU as well and plan activities within the organization.
2. Treasurer: The treasurer will be responsible for all financial activities within the organization. They will ensure compliance with all ISU policies and procedures and work with the President on any activities that require a financial component.
3. Members: All members are encouraged to be involved in the planning and organization of activities and events.

Method of electing officers:

Officers will be elected annually in the spring by a hand vote where the majority rules.

Dates for elected officers:

Election dates will occur at the last meeting of the Spring semester; either after worship on Sunday before prep week or during the last small group occurring the last week before prep week. Officers will begin their duties after the Spring semester ends to allow time for transition.

Impeachment/Removal of officers:

Impeachment proceedings will begin under the direction of a current officer member who is not on trial. To be impeached there must be a $\frac{2}{3}$ agreement by the active members (attending at least two events a month). This vote will take place by secret ballot. The officer in question is allowed to speak before and be present during the final vote.

Examples of impeachment offenses include but are not limited to: harassment of other members in the group, neglect of duty, or committing an act of questionable morals.

Replacement of officers:

If an officer leaves their position unexpectedly during the spring semester, a replacement will be elected using regular election procedures. If an officer leaves their position unexpectedly during the fall semester a replacement will be voted in on the last week of the current month; either after worship or during bible study of that week.

Minimum cumulative GPA for officers:

The officers of this organization must meet the following requirements:

(a) 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.

(b) 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.

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

ARTICLE VIII ADVISER:**Adviser duties:**

Advisers must serve on the University Ministry Committee at Collegiate Presbyterian Church and represent students in a positive manner.

Method of election/selection of advisers:

Advisers will be selected by the officers in a majority rules fashion during the last officer meeting of the spring semester.

Adviser term of service:

Advisers will serve their term at their leisure while they are at Iowa State University.

Impeachment/Removal of advisers:

Impeachment proceedings will begin under the direction of a current officer member. For impeachment there must be a $\frac{2}{3}$ agreement by the active members (attending at least two events a month). This vote will take place by secret ballot. The adviser in question is allowed to speak before and be present during the final vote. Examples of impeachment offenses include, but are not limited to: harassment of other students in the group, neglect of duty, or committing an act of questionable morals.

Replacement of advisers:

If an adviser leaves their position unexpectedly during the spring semester, a replacement will be elected using regular election procedures. If an adviser leaves their position unexpectedly during the fall semester a replacement will be voted in during the next officer meeting.

ARTICLE IX FINANCES:

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 Advisor to this organization must approve and sign each expenditure before payment.

Dues: Dues to have membership in The Vine at Collegiate Presbyterian Church do not exist.

ARTICLE X:

- In the event a constitution is rejected because it does not meet Iowa State University policy and/or constitution requirements, the following may occur.
 - Any changes to bring the constitution into compliance may be made with unanimous approval from the President, Treasurer, and Advisor.
 - Notification of these changes must be communicated at the next full organizational meeting.

A proposal to amend this constitution may be extended to Officers by any voting member of the organization. Proposals should be presented to the general

membership at least one week before the vote. A constitution may be amended with a 2/3 vote of due-paying members. The amended constitution will be submitted within 10 days to Student Engagement for approval.