

Constitution of the GNU/Linux Club

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I: Name

The name of this organization shall be GNU/Linux Club at Iowa State University.

II: Purpose

This organization will promote the learning and usage of GNU/Linux for personal and professional use. This club intends on equipping students with the knowledge required to thrive in a GNU/Linux environment. The club will provide opportunities for group discussion and practice for presented GNU/Linux related material.

The GNU/Linux Club will provide practical usage simulations to further the development of confidence members have using a GNU/Linux based operating system. Demonstrations of translating acquired skills into a work environment will be provided for all members regardless of intended discipline. Members will be encouraged to collaborate through open source projects for the sake of practice and career building.

III: Statement of Compliance

The GNU/Linux club abides and supports established Iowa State University policies, federal and state laws, as well as local ordinances and regulations. The GNU/Linux club agrees to complete officer and leadership training (if required).

IV: Non-Discrimination Statement

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

No instances of discrimination will be tolerated. The GNU/Linux club strives to provide an inclusive environment regardless of background or discipline.

V: Membership

Membership is open to all Iowa State University students. Students in a computer related discipline (such as Computer Science, MiS, and Bioinformatics) are encouraged to join. All Iowa State University students interested in GNU/Linux are guaranteed membership. Other prospective members will be approved on a case by case basis by the officers.

VI: Risk Management

The President is responsible for risk management. As the risk management officer, the President's responsibilities include:

- a) Help minimize potential risks for club activities,
- b) Recommend risk management policies or procedures to GNU/Linux club
- 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) Ensure that proper waivers and background checks are on file with risk management for events (if applicable).

VII: Terms of Office

The officers (President, Vice President, Treasurer) 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)."

Office positions will be held two full semesters. There is not a term limit for officers. Officers are responsible for meeting outside of regularly scheduled meetings. Officers are expected to have experience using GNU/Linux to ensure production of quality agendas and discussion topics.

The President is responsible for organizing and scheduling club activities in coordination with other officers, making decisions in regards to resources within the best interests of the club, and representing the club throughout all club activities.

The Vice President is to offer the President support in regards to activity organization and decision making. The Vice President will represent the club throughout all activities in the event that the President is not able to be present.

The Treasurer is to oversee the club's finances, deposit and manage the club's monies, and process reimbursement vouchers.

A ballot will be held between candidates during a meeting at least one week before an officer's term ends. Club members are to be notified of an upcoming election at least two meetings before the day of any individual officer's formal election. Upon inquiry from a club member, it is the President's responsibility to provide dates in which an officer's term ends for any given position. Every member of the organization holds a single vote per position, with winners being determined by a majority vote. Winners of elections will be announced during the following meeting before standard club activities.

In the event a new officer has been appointed, it is the cumulative responsibility of all current and available former officers to provide formal training using the operations manual, constitution, as well as personal experiences as reference to ensure the new officer will have a smooth transition. These dates are to be set by current officers once the new officer's availability is communicated to the current officers.

Officers may be impeached in the event that they cannot fulfill their duties sufficiently, or in extreme cases of inappropriate behavior as they serve as formal representatives for the club's members. The formal impeachment process may be invoked by an officer or the club's advisor. For the officer in question to be removed, a majority vote by the club's members as well as approval from the advisor is required. Elections will occur as soon as the officer is removed from their position, with a majority vote determining the removed officer's replacement. If an agreement cannot be reached to appoint a replacement officer, the club's advisor is to appoint a temporary replacement until another election can take place.

XIII: Adviser

The advisor of GNU/Linux club will be an Iowa State University faculty member interested in Linux. There is not a limit to the duration that an advisor may hold. The duties of the advisor are as follows:

- a) Verify material intended to be presented to club members for correctness.
- b) Supervise the President to ensure proper growth and longevity of the organization

The advisor may be removed in the instance that they cannot fulfill their duties. The removal process will be initiated in the event all club officers agree that the current advisor is not sufficiently fulfilling their duties. A majority vote is required to finalize the removal of the current advisor for the club. The officers must present at least a single replacement advisor within two meetings of the removal taking place. In the event more than one capable advisor is found, a majority vote by all club members will determine the replacement advisor.

IX: Finances

The treasurer will administer and hold responsibility for producing a financial summary presented to members at the end of the semester.

All monies belonging to this organization shall be deposited and dispersed 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.

No dues will be assessed for being a member of the GNU/Linux club.

IX: Amendments & Ratification

This constitution will be updated by officers annually following elections. The constitution must be updated and prepared to be presented before the first formal meeting of the fall semester. Updates to the constitution will require approval by 2/3rds of the officers for presentation to the club's members. Once presented, any updates to the constitution must be agreed upon by a majority vote before ratification occurs. The constitution will bind to all GNU/Linux club members, adviser, and officers.

The following procedure will be followed in the event of an amendment request:

- I) Amendments to the constitution are to be presented to, or prepared by, club leadership at least a full week before being presented to the rest of the members.
- II) 2/3rds of club officers must approve the amendment before it is presented to the entirety of the club.
- III) A majority vote, including club officers, will be required for an amendment after approval from club officers.
- IV) In the event an amendment is not approved by club leadership, officers are responsible for providing explanation on the decision of the proposed amendment.