Swine Production Advocates Constitution

***Article I: Name***

The name of this club shall be Swine Production Advocates.

***Article II: Purpose***

*Section One: Purpose & Description*

Swine Production Advocates is a student led group focused primarily on commercial swine production. SPA will educate others and advocate for common methods of the swine industry. Meetings, events, and field trips will be held to allow members to meet industry professionals while gaining more knowledge and experience of commercial swine. SPA will also focus on giving back to the community by doing several service projects throughout the year.

*Section Two: Compliance with Applicable Laws*

Swine Production Advocates abides by all established Iowa State University policies as well as applicable City of Ames, State of Iowa, and Federal Laws. Swine Production Advocates Executives agree to annually complete President’s Training, Treasurer’s Training and Advisor Training as required. Iowa State University and Swine Production Advocates do not discriminate on the basis of race, ethnicity, sex, pregnancy, color, religion, national origin, physical or mental disability, age, marital status, sexual orientation, gender identity, genetic information or status as a U.S Veteran.

***Article III: Membership***

*Section One: Eligibility*

Application for membership shall be open to all full-time registered students in good standing at Iowa State University. All members must have a main focus and/or background of commercial swine. Members with no background but a deep interest will also be eligible.

*Section Two: Voting*

Each member shall get one vote unless under circumstances of ties and multiple candidates.

*Section Three: Establishing Voting and Membership Status*

Voting status and membership for the purposes of a quorum shall not begin until a majority vote of the current roster recognizes the new member.

*Section Four: Termination of Membership*

Membership shall be terminated at the time of any resignation. A member graduating or withdrawing from Iowa State University shall constitute resignation. Membership may be terminated through an affirmative two-thirds vote. Notice of a motion to remove a member shall be presented at a meeting at least 48 hours prior to the vote.

*Section Five: Description of Dues*

No dues will exist for this club.

***Article IV: Officers***

*Section One: Election*

(1) Individuals desiring to be officers will complete an application and go through a formal interview process from the outgoing officer team. After the interview process the ballot will be selected by the officer team and advisors.

(2) If a position becomes vacant on the officer team for any reason, it will either remain vacant or will be filled by an outstanding committee member, as decided by the officer team, as stated in Article V, section 1.1.

(3) Any officer or adviser may be removed from office by a 2/3 majority vote of all members. Impeachment proceedings will begin by any member submitting a written petition to the officer team. The petition must include signatures from at least 1⁄4 of active, recognized members of Swine Production Advocates and a written statement of why the petition is being submitted. The officer team will then schedule a hearing with all of the Swine Production Advocates members. There must be at least 3⁄4 of active, recognized members present at this hearing to be valid. The officer or adviser in question will have the choice to be present at this meeting and during the final vote. If in attendance, the officer or adviser in question will be allowed to speak on his or her behalf before the final vote occurs. The officer in question will leave the room during the final vote. The officer or adviser will be immediately removed by a 2/3 majority vote of all members present.

*Section Two: Eligibility to be an Officer*

An officer shall be a member as defined under Article III. All officers shall meet the following requirements in order to be elected or to continue to hold office:

(1) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to election, the semester of election, and semesters during the term of office. For undergraduate students, the minimum GPA is 2.00. In order for this provision to be met, at least twelve hours (full -time credits) must have been taken for the semester under consideration.

(2) Be in good standing with the University and enrolled: at least full time (12 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.

(3) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (1) and (2).

*Section Three: Officer Positions and Duties*

(1) The President shall:

* 1. Preside over all meetings of the organization
  2. Act as a representative of the pork industry to the campus and community
  3. Complete President’s Training annually
  4. Serve as chief executive of the organization

1. The Treasurer shall:
   1. Deposit and maintain all funds of the organization
   2. Make expenditures as approved by the organization
   3. Manages the selling of Swine Production Advocates merchandise
   4. Required to complete Treasurer’s Training annually
   5. Keep an organized log of all income and expenditures
   6. Shall prepare a monthly financial statement that will reported to both the SPA Executive Committee and the overall club membership on a monthly basis
   7. Shall prepare an annual financial statement that includes a net worth statement on annual basis that is reported to the SPA Executive Committee and the overall club membership at some annual function
   8. Responsible for all risk management operations
   9. Submit forms to Risk Management and Event Authorization Offices
2. The Secretary Shall:
   1. Keep accurate and sufficient notes of Executive Team and club meeting notes.
   2. Aid with the sale of club merchandise by being main contact
   3. In charge of communication for club events
   4. Assist Executive Team with necessary tasks

(4) The membership, through a majority vote, may create other officer positions for the efficient operation of the organization.

*Section Four: Term*

Officers will serve the same position for a maximum of two calendar years, with terms beginning in January and ending in December of the same calendar year.

***Article V: Adviser***

*Section One: Selection*

The Advisers shall be chosen by the officer team with the approval of the membership. A majority vote shall be needed for this approval. One or more graduate adviser(s) may be selected under this same process.

*Section Two: Term*

The term of the Adviser shall be ongoing until the resignation or removal of the Adviser. There will be an annual meeting between the officer team and the adviser to discuss the continuity of the adviser.

*Section Three: Responsibilities*

The Adviser shall:

1. Give guidance to the members on the operations of the group such as risk management, fiscal matters, University policies, and any other topics as necessary
2. Authorize and sign all expenditures of the organization
3. Be available to members of the organization for questions
4. Provide swine industry contacts information when needed for various SPA club activities and events”
5. Assist the SPA club in developing educational opportunities for individual club members and for the entire club with swine industry commodity groups, allied industry partners and swine production companies

*Section Four: Removal*

The Adviser may be removed under the same procedures outlined in the officer removal section.

*Section Five: Replacement*

In the case of a vacancy of the adviser position, the officer team will appoint an individual to fill the vacancy. The appointment must occur within a timely manner of the position becoming vacant. The appointed Adviser will be immediately seated following an affirmative majority vote of Swine Production Advocates members present.

***Article VI: Meetings***

*Section One: Quorum*

1. Quorum to conduct votes, including election of officers, requires a majority of members to be present.
2. A passing vote will be quorum of two thirds majority of active club members

*Section Two: Order of Operations*

Robert’s Rules of Order will be used to conduct club meetings. This will keep all meetings following proper parliamentary procedure.

***Article VII: 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 Adviser to this organization must approve and sign each expenditure before payment.

***Article VIII: Amendments***

Amendments to this Constitution shall require an affirmative two-thirds vote for approval. If amended, the updated version of the Constitution shall be forwarded to the Student Activities Center within 10 days of the amendment.