**Constitution of the Predictive Plant Phenomics Graduate Student Organization**

**Article I: Name**

The name of this organization shall be the Predictive Plant Phenomics Graduate Student Organizaiton, henceforth referred to as P3GSO.

**Article II: Purpose**

The P3GSO will provide professional and academic support to the members of the Predictive Plant Phenomics National Science Foundation Research Traineeship (P3 NRT). This includes, but is not limited to, social gatherings, interdepartmental workshops, student body meetings, and an annual symposium.

**Article III: Statement of Compliance**

The P3GSO abides by and supports established Iowa State University (ISU) policies, State and Federal Laws and follows local ordinances and regulations. The P3GSO agrees to annually complete President’s Training, Treasurer’s Training, and advisor Training (if required).

**Article IV: Non-Discrimination Statement**

ISU and the P3GSO 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: Membership**

Membership is open to all graduate students in the P3 NRT at ISU and will be automatically renewed annually based on the P3 program graduate student listing. P3 graduate students will be given a one week opt-out period at the beginning of each fall semester year to forfeit their membership in P3GSO. Subsequent to the opt-out period, requests for membership forfeiture will be handled on an individual basis by the BOD (as defined in Article VII).

**Article VI: Risk Management**

The President will be responsible for risk management of the P3GSO. As the risk management officer, the President will:

1. help minimize potential risks for the organization’s activities,
2. recommend risk management policies or procedures to the P3GSO,
3. submit documentation to ISU’s Risk Management Office,
4. ensure that Iowa State University policies are followed at all of the organization’s events, and
5. ensure proper waivers and background checks are on file with Risk Management for events (if applicable).

**Article VII: Board of Directors**

*Section 1: Eligibility*

1. To be a member of the Board of Directors (BOD) for P3GSO, the P3 graduate student must have a minimum cumulative grade point average (GPA) of 3.00 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 service.
2. The P3 graduate student must also be in good standing with the university and enrolled at least half time during the term of service (four or more credits) unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirements.
3. The P3 graduate student will be ineligible to hold a position on the BOD should the student fail to maintain the requirements as prescribed above in A and B.

*Section 2: Election/Appointment*

1. The current year’s BOD will seek potential candidates for the President position between the Fall and Spring semester of the school year. The current year’s BOD will vote in a close ballot that constitute as 50% of the final vote tally.
2. The Presidential candidates will then be voted on by the general student body of P3GSO during the first meeting of the Spring semester. The voting results of the general student body will constitute as the remaining 50% of the final vote tally. In the event of a tie, the current year’s President will make the final decision as to which candidate will become the elected President. The elected President will be announced as soon as the final vote tally has been made.
3. During the Spring semester, the next year’s President will participate as a non-voting member of the current year’s BOD to learn the mode of operation of the current year’s BOD. Before the last general student body meeting of the school year, the next year’s President will make appointments for the remainder of the BOD.
4. The next year’s BOD will be announced during the last general student body meeting and the current year’s BOD term will expire at the end of the meeting.

*Section 3: Term of Service*

1. All BOD members have a 2 year term limit, starting at the final general student body meeting in which the position is announced.

*Section 4: Officer Duties*

1. *President*
   1. Serves as the primary coordinator of the P3GSO.
   2. The President’s duties include, but are not limited to: organize and preside over BOD meetings, represent the P3GSO on campus, maintain communication with the Advisor,
2. *Treasurer*
   1. Authorized officer to deal with the organization's finances.
   2. The Treasurer’s duties include, but are not limited to: maintain an accurate record of P3GSO transactions, cosign P3GSO checks along with the Advisor, and any other duties described in Article XI.
3. *Speaker Committee Chair*
   1. Support the President and Treasurer in their duties.
   2. Primary person in charge of all things relating to handling of speakers for the annual symposium. The Speaker Committee Chair’s duties include, but are not limited to: facilitating the nomination process of speakers for the annual symposium, sending invitations to chosen speakers, and arranging speaker itineraries.
4. *Media Committee Chair*
   1. Responsible for advertisement and recording of P3GSO activities.
   2. Primary person in charge of all things relating to advertisement of the P3 annual symposium. The Media Committee Chair’s duties include, but are not limited to: create and distribute all materials related to advertising annual P3 symposium, keep P3 social media accounts (e.g., Twitter, YouTube, StuOrg, etc.) up to date, and create and distribute annual symposium agendas.
5. *Information Technology Committee Chair*
   1. Responsible for all streaming and recording matters concerning the P3GSO.
   2. The IT Committee Chair’s duties include, but are not limited to: setting up recording and streaming technologies for the annual symposium and keeping the P3GSO website up to date.
6. Poster Committee Chair
   1. Responsible for the the poster exhibition portion of the annual P3 symposium.
   2. The Poster Committee Chair’s duties include, but are not limited to: soliciting poster exhibits for the annual symposium, composing a poster scoring rubric, and managing all logistics relating to displaying posters the day of the symposium.
7. Venue and Food Venue Committee Chair
   1. Responsible for all matters concerning the venue and food for the annual P3 symposium.
   2. The Food and Venue Committee Chair duties include, but are not limited to: securing the venue for the annual symposium and coordinating the food menu for the day of the symposium.
8. Fundraising Committee Chair
   1. Responsible for finding fundraising opportunities for the P3GSO.
   2. The Fundraising Committee Chair’s duties include, but are not limited to seeking and coordinating fundraising opportunities for the P3GSO.

*Section 5: Removal/Replacement*

1. Potential reasons for removal/replacement of a BOD member may include, but not limited to: frequent time conflicts, at risk for academic probation, or the BOD member simply wants to withdraw for personal reasons.
2. Proposal for the removal of a BOD member, other than the President, will be presented to the President in private. The President will develop a plan of action with the Advisor, usually starting with a private meeting to resolve any issues with the BOD member before a hearing with the other BOD members. If removal of the BOD member is deemed necessary, the President will make a new appointment to replace the removed BOD member with the consent (2/3 votes) of the remaining BOD.
3. Proposal for the removal of the President will be presented to the Advisor. The Advisor will hold a private meeting with the President to resolve any issues before a voting by the remaining BOD member. Removal of the President will require a minimum of 2/3 votes from the BOD. If removal of the President should occur, the BOD will elect a new President from the BOD. The new President will make a new appointment to replace the vacated spot on the BOD with the consent (2/3 votes) of the remaining BOD.

**Article VIII: Advisor**

*Section 1: Appointment*

1. The Advisor shall be selected through consultation with the P3GSO BOD and the chair of the P3 NRT.

*Section 2: Term of Service*

1. There is no limit to the term of service for the Advisor.

*Section 3: Advisor Duties*

1. Provide advice and guidance to the P3GSO BOD
2. Supervise the President, especially for risk management as described in Article VI.
3. Be aware of and approve financial expenditures with the Treasurer
4. Act as a liaison with the University Administration and in any other situation where a non-student spokesperson is needed.
5. Maintain confidentiality on any information given or when advice is sought, except in the occasion of law or University policy violations.
6. Attend annual advisor’s training in compliance with Student Organization regulations.
7. Facilitate and BOD removals or replacements as outlined.

*Section 5: Removal/Replacement*

1. Whenever deemed necessary by a simple majority of the BOD, a motion to remove the current Advisor will be brought to the chair of the P3 program. The chair of the P3 program will then appoint a new Advisor for the P3GSO. If for whatever reason the position of the Advisor is vacant, the chair of the P3 program or a person appointed by the chair of P3 program will serve as the Interim Advisor until a suitable permanent replacement is found.
2. Reasons for impeachment include, but are not limited to: not performing duties as assigned, lack of communication with the club officers, violation of the University Honor Code, or any type of moral or ethical breach.

**Article IX: Finances**

*Section 1: Financial Transactions*

1. The Treasurer shall oversee and be responsible for all financial transactions. The Treasurer will be give an annual financial summary at the final general student body meeting of the Spring semester.
2. All monies belonging to P3GSO shall be deposited and disbursed through a bank account established for P3GSO at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited in the appropriate P3GSO account within 24 hours after collection.
3. The Treasurer and the Advisor (as defined in Article VIII) must approve and sign each expenditure before payment.

*Section 2: Membership Dues*

1. No dues will be assessed for being a member of the P3GSO.

*Section 3: Dissolution of P3GSO*

1. In the event that P3GSO is dissolved, any remaining organization funds will be made available to the P3 program with the stipulation that the funds will be used to benefit P3 graduate students.

**Article X: Ratifications and Amendments**

*Section 1: Constitution Ratification*

1. The Constitution will be updated by the newly inaugurated BOD during the period after the announcement of the new BOD and prior to the first general student body meeting of the Fall semester. The Constitution will first require a 2/3 approval by the BOD before being presented to the P3GSO members at least one week prior to the first general student body meeting of the Fall semester.
2. At the first general student body meeting of the Fall semester, only a simple majority vote of the present P3GSO members will be necessary for the ratification of the newly updated Constitution. The Constitution shall be binding to all P3GSO participants: members (as described in Article V), BOD (as described in Article VII), and Advisor (as described in Article VIII).

*Section 2: Constitution Amendments*

1. All proposed Amendments to the Constitution must be presented to the BOD no later than one week prior to a general student body meeting. The BOD will consider the proposed Amendments and require a 2/3 approval by the BOD before moving the proposed Amendment to the upcoming general student body meeting.
2. If a proposed Amendment does not get approved by the BOD, the BOD will contact the submitter of the proposed Amendment and give explanation as to why the Amendment was rejected. If the submitter is still dissatisfied with the rejection after the explanation, the submitter can opt to get on the agenda for the next general student body meeting to present the amendment for voting directly to the P3GSO members. Approval will require only a simple majority vote of the present P3GSO members.
3. If a proposed Amendment does get approved by the BOD, the approved Amendments will be presented to the P3GSO members at the next general student body meeting and will require only a simple majority vote of the present P3GSO members for approval.

*Section 3: Submission to Student Activities Center*

1. Ratified Constitution and any subsequent Amendments will be submitted within 10 days to the Student Activities Center for approval.