**Article I: Name**

***Section 1:*** The name of this organization at Iowa State University shall be The Justin Morrill Society. It will be affiliated the larger nonprofit Intercollegiate Studies Institute.

**Article II: Purposes & Goals of the Club**

***Section 1:*** The Justin Morrill Society is organized for charitable and educational purposes, specifically to advance the goals set in this Article.

***Section 2:*** To make known and to promote community, civic principals and to educate students of The Iowa State University about the Constitution of the United States of America.

***Section 3:*** To develop political thought, discussion, skills, and leadership abilities among students as preparation for future services to their nation and community.

**Article III: Statement of Compliance**

***Section 1:*** The Justin Morrill Society abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. The Justin Morrill Society agrees to annually complete President’s and Treasurer’s Training”

**Article IV: Non-Discrimination Statement**

***Section 1.*** Iowa State University and the Justin Morrill Society 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**

***Section 1:*** Membership will be decided on a case-by case basis by leadership in compliance with Article IV

***Section 2:*** Once an individual gains membership into the club, their membership is valid for one calendar year.

***Section 3:*** All members shall act in a manor becoming of a young professional and an Iowa State student. They shall act with honesty, integrity, and kindness towards others. They shall endeavor to advance the goals and purposes set aside in Article 2 of this Constitution. And never discriminate against others based on the classes listed in Article IV

***Section 4:*** Any members who fail to meet the minimum expectations set forth in Article III Section 4, may be removed from The Justin Morrill Society by impeachment proceedings.

***Section 5:*** Non-enrolled students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

**Art**i**cle VI: Executive Board (Officers)**

***Section 1:*** The Executive Board shall consist of a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer, which will be elected by the voting members following Sections 2 through 6 in this Article, and will include an Executive Director, which will be appointed following Section 7 of this Article.

***Section 2:*** Elections of the Executive Board shall be scheduled by the current Executive Board, and must take place at least two weeks before Dead Week of the Fall semester. Members must be given at least a two week notice before the elections take place. Newly elected Executive Board members shall assume leadership at the end of the Fall semester. If needed, an emergency special election may take place by either a majority vote of the Executive And ratified at the next club meeting by a majority vote of present voting members, or by a petition signed by no less than two-third (2/3) of the voting membership. If passed, the special election will take place as soon as possible, following the format of normal elections.

***Section 3*:** Members of the Executive Board of this club must meet the following requirements:

***1):*** 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 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.

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

***Section 4:*** Notice of elections must occur at least two (2) weeks prior to the regular meeting in which the elections are to be held. If a special election is approved, they may occur at the next regular club meeting, including the current meeting that is in progress, if the special election is approved while in a regular club meeting. A quorum is not required to be present at the elections because voting members were given a two (2) week notice prior to the elections.

***Section 5:*** Executive Board candidate nominations must be made by a voting club member that is present at the regular club meeting when the Executive Board elections are Announced or to occur, and only voting club members who fit the requirements set in Section 3 of this Article are eligible to receive the nominations.

***Section 6:*** Executive Board members shall be elected by a majority vote of the voting club members present at the elections. The individual presiding over the meeting shall abstain from voting to be the tie-breaking vote in the event of a tie. If a candidate fails to receive a majority of the vote, a runoff election will be held with the two (2) candidates who received the most votes. Their term of service shall last one year until elections are held again or they are impeached.

***Section 7:*** The Executive Director shall be appointed following the format outlined below:

***1):*** The newly-elected Chairperson shall appoint an individual of their choice for the Executive Director position within seven (7) days of their election and the appointee shall be confirmed by the following format:

***a):*** After the appointment of the Executive Director, the remaining three (3) members of the newly-elected Executive Board (Vice-Chairperson, Secretary, and Treasurer) shall vote on the confirmation of the Executive Director appointee at the next regular club meeting or Executive Board meeting.

***b):*** The members have seven (7) days from the appointment of the Executive Director to vote on the confirmation. If an Executive Board member does not reply after the seven (7) day deadline, their vote is assumed to be a YES vote.

***2):*** The Executive Director appointee, if confirmed, shall assume their position with the rest of the Executive Board as outlined in Section 2 of this Article.

***Section 8:*** The Responsibilities of the Executive Board members shall be as follows:

***1):*** The **Chairperson** shall preside over all meetings of the club, all meetings of the Executive Board and shall represent the club in an official capacity and shall have completed Presidents Training. The Chairperson will also have the responsibility of appointing a Risk Management officer as well as any other positions deemed necessary. Until such appointment takes place, the Chairperson shall preside over all responsibilities of the Risk Management officer, which includes but is not limited to:

[a] help minimize potential risks for club activities

[b] recommend risk management policies or procedures

[c] to submit documentation to ISU’s Risk Management Office and

[d] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

***2):*** The **Vice-Chairperson** shall preside over all meetings of the club and all meetings of the Executive Board in the absence of the Chairperson; shall perform other tasks as the Chairperson may assign; shall ensure the Chairperson performs his/her duties in conformance with the Constitution, and he/she must report any dereliction of duty to the club.

***3):*** The **Executive Director** shall preside over all meetings of the club and all meetings of the Executive Board in the absence of both the Chairperson and the Vice-Chairperson; shall perform such other tasks as the Chairperson may assign; shall keep accurate record of voting membership; shall be allowed to get a p-card from COA; and shall provide oversight of the Chairperson jointly with the Vice-Chairperson.

***4):*** The **Secretary** shall prepare meeting agendas; shall find a suitable place for meetings, preferably in a recurring place; shall provide minutes of all regular club meetings and all Executive Board meetings; shall send all official correspondence; and shall coordinate, prepare, and distribute any and all club publications.

***5):*** The **Treasurer** shall make financial reports at all regular club meetings and all Executive Board meetings; and shall promptly receive and distribute club funds upon authorization of the Executive Board and shall have completed Treasurers Training.

***Section 9:*** The line of succession starts with the Chairperson followed by the Vice-Chairperson, followed by the Executive Director, followed by the Secretary, followed by the Treasurer.

**Section 10:** Members of the Executive Committee and Committee chairs shall uphold the responsibilities and duties of their respective positions as delineated in Article IV Section 8. Furthermore they shall be called upon to represent The Justin Morrill Society in an official and professional manner at our events and functions. They shall endeavor to advance the goals and purposes set aside in Article 2, and be held to a higher standard of responsible and respectable conduct. Failure to uphold their respective Responsibilities shall be grounds for impeachment. All officers are also bound by Article III Section 4 and subject to Article III Section 5.

***Section 12:*** Vacancies occurring among the Executive Board shall be filled according to the line of succession and remaining vacancies post-succession shall be filled by special election with a majority vote of present voting members at the next regular club meeting after such vacancies occur. The individuals elected to the vacant positions shall only hold their position until the other officer’s terms end with the installation of the new Executive Board.

***Section 13:*** Officers may be Impeached from office by a unanimous vote of the other officers or two-thirds (2/3) of the Student Members if actions are deemed inappropriate by the club. Or they are in violation of Article IV Section 10. The officer is permitted to speak before the Executive Board and the voting membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the Executive Board regarding the charges.

***Section 14:*** Members may be impeached for reasons previously stated in Article III Section 4. Impeachment of members may be initiated by Officers but shall require a three-fourths (3/4) vote of all student members. Notice of impeachment shall be given to the member in question 7 days before the vote is to take place. The member in question shall be allowed to speak before the club at the time of the vote but is not required to.

***Article VII: Adviser***

***Section 1:*** The **Advisor** shall be a faculty member of Iowa State University who is committed to the advancement of the purpose The Justin Morrill Society; shall act as a liaison between the University and the Executive Board. The advisor will remain in contact with the organization. A new advisor will be selected by the Executive Board immediately following the resignation of the previous advisor.

***Section 2:*** The advisor will be selected by the president of the organization on campus

***Section 3:*** Indefinite term limits, if advisor is willing to do so

***Section 4:*** An Advisor may be impeached for failure to fulfill duties listed in Article VII Section 1with a Unanimous vote of the Executive Committee and majority vote of voting members, or a three-fourths (3/4) vote of voting members.

***Section 5:*** The officers will replace the advisor as needed and can choose whomever.

**Article VIII: Finances**

***Section 1:*** Should The Justin Morrill Society cease to exist, the money will be given to the Intercollegiate Studies Institute

***Section 2:*** 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 3:*** No dues will exist

**Article IX: Amendments**

***Section 1:*** Any proposed amendments to the Constitution shall be submitted, in writing, to the Executive Board, accompanied by a petition signed by no less than one-fifth (1/5) of the student members or a majority of the Executive Board.

***Section 2:*** Members shall be notified that amendments to the Constitution have been proposed, not less than seven (7) days prior to the consideration of said amendments.

***Section 3:*** Amendments to the Constitution shall be adopted upon an affirmative two-thirds (2/3) vote of the voting members at a regular club meeting.

***Section 4:*** Amended or ratified constitution will be submitted within 10 days to Student Activities Center for approval.