**Constitution of Climate Science Club**

**Article I – Name**

The name of this organization shall be Climate Science Club at Iowa State University. Throughout this constitution, Climate Science Club shall be referred to as Climate Science Club or The Club.

# Article II – Purpose

The purpose of Climate Science Club is to support its members and promote awareness and action to mitigate and adapt to climate change. The goals of this organization are to (a) promote and support students within the climate science major, (b) foster connections to people in other disciplines, and (c) identify and/or provide resources for The Club members’ academic, social, and professional development. To achieve these goals, Climate Science Club will regularly hold meetings, host social events for members, invite guest speakers from careers and industries of interest to members, and more.

# Article III – Statement of Compliance

Climate Science Club abides by and supports established Iowa State

University policies, State and Federal Laws and follows local ordinances and

regulations. Climate Science Club agrees to annually complete President’s and Treasurer’s Training.

# Article IV – Non-Discrimination Statement

Iowa State University and Climate Science Club 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: Requirements

Requirements for membership include:

A) Be an Iowa State University affiliate (undergraduate student, graduate student, teaching or research faculty)

B) If an undergraduate or graduate student at Iowa State University, be a registered student in good standing at Iowa State University

C) Sign and return the Climate Science Club Membership Agreement to an officer of The Club by the same date that dues are owed. The Climate Science Club Membership Agreement is as follows:

*I, member’s full name here, acknowledge that climate change is caused by the emitting of greenhouse gases from human activities including but not limited to burning fossil fuels. I acknowledge that there is robust support from scientific studies for this phenomenon, that it is accepted by the scientific community, and it is a grave danger to every creature in the world, present and future. I agree to not be belligerent or in disagreement to this scientific fact. I accept that if I am, I could be removed as a member of Climate Science Club.*

## Section 2: Removal

1. Reasons for removal may include but are not limited to: use of derogatory language, bullying, harassment, theft, repeated disruptions during meetings, repeated or belligerent disputes to climate change’s legitimacy or urgency, or any other action deemed unacceptable by the current Student Disciplinary Regulations (Code of Conduct).
2. The removal process may be initiated by any member of the organization.
	* A formal call for removal must first be brought to the officers of the organization.

A member may call for removal of another member by emailing the President of

the organization and requesting to discuss their concerns at the nearest officer meeting.

* + Officers must have a majority vote of approval to move the removal process to a general membership vote. If a majority can not be reached because there is an even number of voting officers, one advisor will be asked to cast their vote. Officers (and advisor, if necessary) will vote by show of hands.
1. Membership may be revoked by a majority vote of club membership present at the voting meeting.
2. Voting will be conducted by secret ballot at a general meeting.
	* The voting method will be an anonymous virtual form or secret paper ballot (method decided by organization officers).
3. The member in question must be provided a summary of the reasons for removal at least one week in advance of the general membership vote.
4. The vote will be announced at least one week prior to the meeting with a summary of the reasons for removal.
5. The member will be allowed to speak to the membership for a maximum of 5 minutes before voting occurs. The member in question will be asked to leave the meeting while deliberation and voting commences. The member in question will be informed of the results and be allowed access to the ballots if requested.
6. The member in question may attempt to appeal the results of the vote by contacting the Advisor of the organization and submitting a written statement. The advisor must respond with their decision within 10 days. No secondary appeals will be permitted.
7. Member in question may request reinstatement 365 days after removal.
	* Member must submit a written request for reinstatement to officers.
	* Officers must reach a unanimous vote through a show of hands to reinstate member.

# Article VI – Officers

## Section 1: Officer Positions and Duties

1. President
	* Facilitate officer meetings and general meetings.
	* Oversee the activities of the officers and general membership.
	* Maintains record of membership in the student organization database.
	* Serve as the Risk Management Officer 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.
	* Maintain contact with the Advisor regarding organization activities and concerns
	* Complete all trainings as required by Iowa State University policy.
2. Treasurer
	* Manage the club’s finances.
	* Hold the club’s purchasing card (p-card) and assigns additional p-card(s) to other designated club members.
	* Maintain the club’s budget and work with officers to determine spending allowances.
	* Collect dues at the beginning of each semester.
	* Work with Advisor to approve each expenditure before payment.
	* Complete all trainings as required by Iowa State University policy.

## Section 2: Elections

1. Elections will occur annually on the first Monday of February.
2. Senior undergraduate students, graduate students, and staff/faculty cannot run for officer positions.
3. Members interested in running for an officer position will complete a nomination form and submit the form to the current President at least one week prior to the general membership vote.
4. Voting will occur at a general meeting. The date of the meeting will be announced at least one month in advance through an email to all members.
5. At the voting meeting, each candidate will have 2 minutes to speak in front of general membership.
6. Voting will occur by secret ballot on an anonymous virtual form or secret paper ballot. Candidates will be elected by a majority vote of members present at the meeting.
	* In the case of a tie, an immediate run-off election will be held between the tied candidates. Voting will occur by secret ballot in which members will cast their vote by anonymous virtual form or secret paper ballot.
	* In the case that no candidate receives a majority vote, an immediate run-off election will be held between the two highest voted candidates. Voting will occur by secret ballot in which members will cast their vote by anonymous virtual form or secret paper ballot.
7. The term of office for all officer positions shall be one year, beginning the last Monday of February when the officer is elected and ending the last Monday of the following February.

## Section 3: Impeachment/Removal

1. Officers can be removed from their position by a vote of club membership.
2. Grounds for removal include, but are not limited to, failure to uphold the responsibilities of the position, use of derogatory language, bullying, harassment, theft, repeated disruptions during meetings, repeated or belligerent disputes to climate change’s legitimacy or urgency, or any other action deemed unacceptable by the current Student Disciplinary Regulations (Code of Conduct).
3. Any club member may initiate the impeachment process by bringing a written request for removal and reasons for removal to the highest-ranking officer not in question for removal.
	* The officers will hold a special meeting with the Advisor to deliberate.
	* The officers (excluding the officer in question) and Advisor must have a majority vote of approval of all officers to move the impeachment process to a general membership vote. The officer in question shall not be present for the officer vote. Officers will vote by a show of hands.
4. Officers can be removed from their position by a majority vote of club membership present at the voting meeting.
	* Voting will be conducted by secret ballot at a general meeting.
	* The vote will be announced at least one week prior to the meeting.
	* The voting method will be an anonymous virtual form or secret paper ballot (method decided by officers).
5. The officer in question must be provided a summary of the reasons for removal at least one week in advance of the vote.
6. The officer in question will be allowed to speak to membership for a maximum of 5 minutes before voting occurs. The officer in question will be asked to leave the meeting while deliberation and voting commences. The officer in question will be informed of the results and be allowed access to the ballots if requested.
7. The officer in question may attempt to appeal the results of the vote by contacting the Advisor of the organization and submitting a written statement. The advisor must respond with their decision within 10 days. No secondary appeals will be permitted.

## Section 4: Officer Replacement

1. In the case of an officer vacancy, a special election must occur within one week of the position being vacated.
2. Special elections must follow the same format as annual elections, outlined in Article VI Section 2.
3. If no candidates come forward for the position, the officers may appoint a general member to the position with the member’s approval.

## Section 5: Minimum Cumulative GPA for Officers

The officers of this organization must meet the following requirements:

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

# Article VII – Advisor

## Section 1: Duties

The duties of the advisor are to provide general oversight to the group and to ensure that the organization is complying with the standards set forth by Iowa State University and Memorial Union Student Engagement. There may be more than one advisor at the same time.

## Section 2: Method of Selection

1. Advisor candidates shall be verbally nominated by officers at a pre-determined officer meeting.
2. A candidate may be elected through a majority vote of officers.
	* Officers will vote through a show of hands.
	* All officers must be present for a vote to occur.
3. Once a candidate is selected, the President will contact the Advisor candidate to offer the position.
4. If the Advisor candidate declines, the officers of the organization will repeat steps (a)-(c).

*Section 3: Terms of Service*

The Advisor of the organization shall serve at their leisure.

## Section 4: Impeachment/Removal

1. The Advisor can be removed from their position by a unanimous vote of club officers at an officer meeting.

• Grounds for removal include, but are not limited to, failure to uphold the responsibilities of the position, use of derogatory language, bullying, harassment, theft, repeated disruptions during meetings, repeated or belligerent disputes to climate change’s legitimacy or urgency, or any other action deemed unacceptable by current Disciplinary Regulations.

1. The Advisor must be notified and given reason for removal at least one week prior to voting.
2. The Advisor will be given the opportunity to speak in front of the club officers before a final decision is made. The Advisor may speak for 5 minutes, then they must leave the room while voting and deliberation occurs.
3. The Advisor will be notified of the decision via email.

## Section 5: Replacement

In the event an Advisor must be replaced, the method of selection shall be the same as described in Article VII Section 2.

# Article VIII – Finances

1. 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.
2. Upon disbandment of Climate Science Club, all funds and properties in excess of liabilities and expenses of dissolution will be distributed as determined by a majority of officers.
3. Dues will be determined by a majority of officers at the beginning of each semester. Dues will not exceed $25.00 per semester.

a. Dues will be owed to the Treasurer by 5pm on Wednesday of week three of each semester through the student organization marketplace.

# Article IX – Amendments and Ratification

1. The amendment process may be initiated by any club member.
	* Requests for amendment must be submitted in writing to the club officers.
	* The officers must have a majority vote of approval to move the amendment to a general membership vote. If a majority can not be reached because there is an even number of voting officers, one advisor will be asked to cast their vote.
	* Officers (and advisor, if necessary) will vote through a show of hands.
2. The proposed amendment must be presented to general membership at least one week before the vote.
3. Constitution may be amended by a majority vote of club membership present at the meeting.
	* Voting will take place at a club meeting.
	* Voting may be conducted by (i) a show of hands, (ii) secret ballot on an anonymous virtual form or (iii) secret ballot on a paper ballot.
	* If voting method (i) is chosen, then results will immediately be declared.
	* If voting method (ii) is chosen, then results may immediately be declared, declared at the next full organizational meeting, or declared via online communication to all members, officers, and advisor(s).
	* If voting method (iii) is chosen, then results may immediately be declared, declared at the next full organizational meeting, or declared via online communication to all members, officers, and advisor(s).
4. After amendments to The Club are voted “yes,” they must be submitted to Student Engagement within 10 days for approval.
5. 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.