

Pi Mu Epsilon Constitution

Article I (Name): The name of this organization shall be Pi Mu Epsilon.

Article II (Purpose & Goals): The purpose of this organization is the promotion of scholarly activity in mathematics among students and staff. This organization is the Iowa Alpha Chapter of Pi Mu Epsilon national honorary fraternity. It is also known as the ISU Math Club.

Meetings typically include a lecture or discussion of mathematics, its applications, or its opportunities. All meetings are open to all ISU students, staff, and faculty.

Pi Mu Epsilon abides by and supports established Iowa State University policies, State and Federal Laws.

Article III (Membership): Membership shall be by invitation each spring only to students who have completed at least two years of college level mathematics with honor (at least 3.33 GPA) and have maintained an overall GPA of at least 3.0. Pi Mu Epsilon does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability, or status as a U.S. Veteran.

Article IV (Officers): Officers will be elected by a majority vote from the general membership. If a candidate fails to receive a majority vote, a run off election will be held with the top two candidates that received the most votes. Members interested in becoming an officer must meet academic requirements as established by the Student Organization Recognition Policy.

The term of office shall be one full year starting on the Saturday following finals week in May. All officers shall comprise the Executive Committee of the organization.

Elections will occur during the final meeting of the year. Elections will be by a hand vote with the winner receiving a majority. In the case of a tie, the winner shall be the recipient of the majority of votes by the Executive Committee.

Officers may be removed from office by $\frac{1}{2}$ vote of the other officers and $\frac{3}{4}$ of the general membership if actions are deemed inappropriate by the membership. The officer is permitted to speak before the Executive Committee and the general membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the Executive Committee regarding the charges.

If an officer leaves his/her office for any reason, an emergency election may be held for the position. This term of office still ends the Saturday following finals week in May.

The officers of this organization must meet the following requirements:

- (a) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment

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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 six hours (half-time credits) must have been taken for the semester under consideration.

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

Officer Duties

1. President

- Preside over all meetings
- Represent the organization on campus
- Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center
- Maintain communications with organization Adviser

2. Vice President

- Preside over meetings in absence of President
- Ensure adherence to the constitution
- Reserve rooms and equipment necessary for all meetings

3. Treasurer

- Maintain accurate record of organization transactions
- Cosign organization checks along with Adviser
- Arrange and handle fundraising opportunities for the organization
- Preside over meetings in absence of President and Vice President

4. Secretary

- Prepare official correspondence and related documents
- Notify members and invite students and faculty to meetings
- Take charge of all organization records, including constitution
- Maintain organization website
- Preside over meetings in absence of President, Vice President, and Treasurer

5. LAS Council Representative

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- Attend LAS Council meetings on behalf of the organization
- Solicit additional funding from LAS Council
- Preside over meetings in absence of President, Vice President, Treasurer, and Secretary

6. Adviser

- Maintain communication and meet with officers regularly
- Awareness and approval of financial expenditures
- Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center
- Extend invitations to prospective members
- Remain in his/her position as long as he/she chooses or the Executive Committee unanimously votes for removal
- Appoint interim adviser for up to one year with unanimous consent of the Executive Committee

Article V (Finances): No yearly dues are required for membership. For membership into the national organization, a one time initiation fee to be paid for in part by members is required. The treasurer will maintain all financial records and shall countersign with the adviser and president as necessary for all organizational transactions.

Should this organization be dissolved, all funds shall be given to the control of the Undergraduate Committee of the Department of Mathematics at Iowa State University and placed in the scholarship fund to be given to undergraduate mathematics majors who have promoted scholarly activity among students and staff. 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 24 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

Article VI (Amendments & Ratification): At any time this constitution may be amended and subsequently ratified with the unanimous approval of the Executive Committee and a simple majority of the membership, not counting abstainers. Members will be given one week to consider amendments. Ratified amendments to this constitution must be submitted to the Student Activities Center within ten days.