

Team PrISUm - Iowa State University Solar Car

Constitution

Updated: April 2012

Preamble

The following articles have been adopted by this organization for the purpose of providing a continuing structure for its operation:

Article I: Organization Name

The name of this organization shall be **Team PrISUm** at Iowa State University.

Article II: Purpose

Section I:

The purpose of Team PrISUm is to design, build, and demonstrate the use of alternative, sustainable, and renewable forms of energy for transportation. This purpose includes, but is not limited to educating team members (see below), the ISU community, and the state of Iowa in the use of solar energy to power automobiles.

Section II:

"Team PrISUm" abides by and supports established Iowa State University policies, State, and Federal Laws.

Article III: Membership

Section A: Members

Membership shall be open to all registered students at Iowa State University as well as interested community members. Iowa State University and Team PrISUm do 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.

Requirements for membership include paying dues each semester, completing a release and waiver of liability form, and an emergency contact/medical information form.

There shall be two categories for Team members, as follows:

Active Members:

Those members of the Team who meet a minimum work time or other reasonable requirement as adopted by the Team's Officers. This requirement may be adjusted as needed by the Team's Officers.

New Members:

Those members who, at the current time, do not meet the minimum requirement as set by the Team's Officers. The frequency that each member is checked to determine their status is left up to the Team and the Team's Officers. Non-active members are not allowed to vote in any official team elections.

Article IV: Officers

The Team shall be led by a group of officers as described below. These officers must meet certain minimum requirements to be determined by the active members of the team, including, but not limited to the following:

(a) 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.

(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 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.

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

The following are the duties of the officer positions that must be held:

- President (Project Director)
 - Preside over meetings
 - Represent the organization on campus
 - Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and the Student Activities Center
 - Maintain communication with organization adviser
- Vice-President (Assistant Director)
 - Preside over meetings in the absence of the President
 - Schedule meetings/events with appropriate university offices
 - Coordinate organization promotion and publicity of events

- Treasurer
 - Maintain accurate record of organization transactions
 - Collect dues
 - Develop organization budget and present to membership for $\frac{3}{4}$ vote
 - Cosign organization checks along with the Adviser
 - Arrange fundraising opportunities for the organization
 - Solicits additional funding if needed from the Student Government
 - Association in conjunction with the President
- Adviser
 - Maintain communication and meet with officer(s) 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

Section C: Officer Elections

The Team shall set up a permanent structure for the leadership of the Team, as detailed or as non-detailed as they wish, with the condition that at least one person be elected to a leadership position. These elections will be determined by a vote that's counted by the team adviser or other third party. The candidate with the most votes wins. Elections take place on a regularly defined interval.

NOTE: The Team may decide to only elect three officers (President, Vice President and Treasurer), and then have those officers create their own internal structure to the Team. The Team may also decide to more rigidly define positions within the Team and elect people to each of these many provisions.

Officer elections will take place every year, during the spring semester, or whenever there is an open officer position. The president will determine the date of the election, but it must fall in the before mentioned semester.

-The meeting must be held by a 51% quorum of active members

-Each candidate for each position must be given time to speak and make their case

-Each active member shall cast their vote by secret ballot, with the ballots being counted by the team's advisor or other unbiased individual. The candidate who receives the most votes wins the election.

Section D: Removal of Ineffective Officers

This Section provides a mechanism for the removal of an officer that the Team believes is detrimental to the progress of the organization.

The proposal for removal must be initiated by a signed petition from at least 50% of the active members of the Team. This petition is then presented to the Team's advisor, who must call a meeting of a quorum of active members. At this meeting, a confidence vote will be held. The officer in question must be elected by two-thirds of the active members present to retain their position. If the officer does not retain their position, it becomes the responsibility of the Team to solicit candidates and hold an election as soon as possible to replace the officer. The confidence vote will be cast by secret ballot. Until the Officer is replaced their assistant will take over responsibilities. In the case of the President, the Vice President will assume control. If there is no assistant, the President can appoint an interim Officer to that position until the position is filled. The candidate with the largest number of votes in the election wins.

Article V: Finances

All finances shall be handled by the Treasurer. Dues are \$5 per semester.

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 VI: Amendments and Ratification

This constitution may be amended and subsequently ratified at any time, with the unanimous approval of the President, Vice President, and Treasurer and with a 2/3 majority of the active members, not counting abstainers. Members will be given one week to consider amendments before the vote is held.

Ratified amendments to this Constitution must be submitted to the Student Activities Center within 10 days of the vote.

Article VII: Adviser Appointment

If there is a need for a new advisor appointment, the team shall solicit interested parties for the position. The interested parties shall be interviewed by the President, his or her Assistant, and the Treasurer. From here a decision will be made as to which candidates will be selected as advisers. There is no limit to the number of advisers the team will have, but the team must have a minimum of one adviser. The position of adviser is a life appointment. An adviser's term shall only be terminated by death, resignation, or if they are found unfit to continue service by all the elected officers and other advisers.