

CONSTITUTION OF THE IOWA STATE UNIVERSITY CHRISTIAN FACULTY AND STAFF ASSOCIATION

Preamble. Christian Faculty and Staff Association will abide by Iowa State University rules and regulations, state and federal laws. The Christian Faculty and Staff Association is open to registered students at Iowa State and 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 1. Name.

The name of this campus organization shall be the Christian Faculty and Staff Association.

Article 2. Purposes.

The formation of the Christian Faculty and Staff Association is based upon the following: Whereas, it is our intention:

1. To support the basic tenets of academic freedom;
2. To maintain the trust endowed to us by the tenure system; and
3. To uphold the first amendment of the U.S. Constitution.

We, therefore purpose:

1. To focus on the needs of the membership as faculty and staff of the Iowa State University of Science and Technology;
2. To help the membership fulfill the responsibilities of their positions;
3. To assist in the reconciliation of individual faculty to each other and to God;
4. To offer comfort to suffering faculty and staff;
5. To encourage faculty and staff in their Christian living; and
6. To profess our faith in the Lord Jesus Christ.

Article 3. Membership.

The membership shall consist of those persons who subscribe to the purposes of the organization and who ask to be added to the organization's mailing list. Outside membership is permitted as long as a majority of the voting membership at any time is constituted by members of the faculty and staff of Iowa State University on fifty percent or greater appointment.

Article 4. Officers.

The management of this association shall be vested in a governing body known as the Cabinet Steering Committee, which shall consist of the President, Vice President and Treasurer. If a student was to be elected into an officer position the following requirements would be in effect:

- 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).

Article 5. Bylaws.

This Association shall adopt Bylaws for the purpose of electing the Steering Committee, defining duties and establishing meetings.

Article 6. Affiliations.

This Association is not now nor shall it affiliate with any other organization. This article is not to be construed as meaning to limit co-sponsorship of activities.

Article 7. Non—profit Status

This association is not organized for the purpose of making a profit. Any surpluses in revenues and donations will be used directly for activities sponsored by the association.

Article 8. Amendments.

This Constitution may be amended in whole or in part at any annual meeting by two-thirds of the quorum of members present at that meeting, provided that notice of the changes have been mailed to all members at least thirty days in advance of the annual meeting.

Article 9. Meetings.

Section 1. The Association shall meet at least monthly during the regular academic year, the date and hour set by the Steering Committee.

Section 2. The April meeting shall be the annual meeting for the purpose of selecting the Steering Committee and hearing annual reports of the same.

Section 3. Special meetings shall be called at the discretion of the Steering Committee.

Section 4. The members present shall constitute a quorum at any regular meeting.

Article 10. Elections.

Section 1. The President, Vice President and Treasurer shall be elected at the annual meeting for one year terms. The Immediate Past-Chair shall become the adviser of record with the University, and shall be an ex officio, non-voting member of the Steering Committee.

Section 2. The terms of office of the Steering Committee shall be limited to three consecutive terms. A term shall be understood to cover a part of a term to fill a vacancy.

Section 3. Election at the annual meeting shall be by secret ballot, unless there is but one nominee for the office and a motion is made to have the Secretary-Communications Coordinator cast a unanimous ballot to elect the nominee.

Section 4. Nominations shall be made at the annual meeting by members who have received permission from the nominee.

Section 5. Valid nominations shall be accompanied by an individual statement of faith, and endorsement of the purposes of the Association.

Section 6. After all nominations have been made and accepted a secret ballot shall be cast. If no majority is obtained, the top two nominees shall have a runoff ballot.

Section 7. Terms of office shall begin immediately upon adjournment of the annual meeting.

Section 8. Any vacancy shall be filled by the Steering Committee.

Section 9. Officers or advisers may be removed from office by ½ vote of the other officers and ¾ 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.

Article 11. Duties of Officers.

Section 1. The Chairperson shall perform all duties usually pertaining to that position and have general supervision of the work of any committees appointed by the Steering Committee.

Section 2. The Vice-Chair shall perform the duties of the Chair in the absence of the Chair.

Section 3. The Treasurer shall maintain records of financial transactions and meet University requirements for Campus Organizations. An account will be maintained with the University and be regulated by its rules.

Section 4. The Adviser for the Association shall be the Immediate Past- Chairperson. The duties are those ascribed to the position by the University (See current Iowa State Information Handbook). By reference, the Adviser, i.e. the past Chairperson, and the Chair must be employed on a permanent basis for at least half-time by the University. Graduate assistants are specifically excluded by the current University rules.

Article 12. Finances.

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.

Dues shall not exceed \$1,000,000 per year.

Article 13. Amendments.

These Bylaws may be amended in whole or in part at any annual meeting by two-thirds of the quorum of members present at that meeting, provided that notice of the changes have been mailed to all members at least thirty days in advance of the annual meeting.