

# Constitution

## **Preamble**

The name of this organization shall be the Indiana Undergraduate Physics and Astronomy Society. From here on it will be referred to by as IUPAS.

## **Article I – Purpose**

To bring together people interested in Physics, Astronomy, and related topics, as well as to promote and increase awareness in those areas; to conduct outreach in Indiana University and Bloomington communities.

## **Article II – Membership**

- a) Participation in IUPAS must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.
- b) All officers of IUPAS must be undergraduate or graduate students at Indiana University in Bloomington.
- c) A member shall be in good standing if they have attended one of the past four meetings.
- d) Membership in IUPAS is open to all students expressing interest and enthusiasm for Physics and/or Astronomy.

## **Article III – University Compliance**

IUPAS shall comply with all Indiana University regulations, and local, state and federal laws.

## **Article IV – Executive Officers**

- a) IUPAS shall be governed by an executive board consisting of a President, Vice-President, Treasurer, and Secretary.
  1. The President shall conduct all meetings and shall serve as the primary representative for IUPAS. They shall coordinate projects and activities for IUPAS, as well as lead the organization in a positive and productive direction.
  2. The Vice-President shall perform the duties of the president in his/her absence. They are responsible for coordinating outreach activities, and helping organizing special projects as determined by the executive board.
  3. The treasurer shall maintain all financial records and administer all accounts of the organization, and organize fundraisers to support IUPAS projects, with help from other members of the executive board
  4. The secretary shall keep records of all meetings and activities of IUPAS. He/she shall take attendance at all events and shall notify members of upcoming meetings and information related to the organization. They are also responsible for taking pictures at IUPAS events for historical purposes and updating the IUPAS website.
- b) Officers must remain in good academic standing with the University to retain their posts.
- c) Officers serve for terms of one academic year.
- d) Should a vacancy arise in one or more of the executive positions, a special election would be announced at the next IUPAS meeting. The special election would be held at one of the next two regular meetings following the announcement, and the new officers would begin their duties immediately.
- e) Should an executive wish to resign, they need to submit a letter of resignation to the IUPAS executive board and advisor to be communicated to the IUPAS membership.

- f) Executive board meetings are open to all IUPAS members and advisors, and can be called at any time by the one of the four executives or an advisor.
- g) If it is thought that an executive is not performing the duties required by their office, one may ask the other members of the executive board and the advisor to conduct an executive review. If it is determined that they are not performing the duties of their office, a vote will be taken at the next general meeting to determine if the members felt that the executive was performing their duties. Before a vote, the floor would be open for 10 minutes for members to express their formal complaints, as well as 10 minutes for the executive to verbally address the complaints. Executives can be removed by a 2/3 vote of members present and voting.

#### **Article V – Advisors**

The IUPAS advisors are determined by the IU Department of Physics, and shall serve as advisors to the executive board and the membership.

- a) The advisors shall serve as liaisons between the Physics Department and the Club, helping plan and coordinate activities, as well as reserve rooms

#### **Article VI – Meetings**

IUPAS shall have weekly meetings throughout the school year. Special meetings can be called by a member of the executive board or an advisor.

#### **Article VII – Elections**

- a) At a regular IUPAS meeting in which elections will be held: Nominations for the four positions will be sought, followed by brief speeches by the candidates. The election will be conducted by secret ballot, and tallied by an IUPAS advisor and an outgoing member in good standing. In the case that there is only one person running for each position, no ballot is necessary.
- b) Elections are held at either one of the last two meetings before graduation, or the first two meetings after school resumes. New officers will begin their new positions the meeting immediately following their election.

#### **Article VIII – Non-Hazing**

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

#### **Article IX – Budgets**

Finances

- a) The treasurer is in charge of the financial affairs of IUPAS
- b) IUPAS will apply for and maintain a Student Organization Account, and will follow all Student Organization Account office policies and procedures
- c) Should the club dissolve, the funds remaining in the account should be given to the Department of Physics for student projects (Payment of Sigma Pi Sigma & Society of Physics Students dues is recommended).

#### **Article X – Amendments**

All IUPAS members shall be notified via email and in the club meeting of any proposed amendments to this constitution at least one week prior to consideration. A 2/3 vote of members in good standing present and voting is required in order to ratify an amendment to this constitution.