

Constitution of the Journal of Public and Environmental Affairs

Preamble

We, the graduate students of Indiana University-Bloomington (IUB) School of Public and Environmental Affairs (SPEA), in order to promote equitable and sustainable progress toward greater public and environmental welfare, engender innovation and development through the written word, and create a forum for critical analysis, unique expertise, diverse perspectives and pragmatic solutions to global public and environmental challenges, do ordain this Constitution for the Journal of Public and Environmental Affairs, and thereby establish a system for its governance.

I.1. Name

The name of this organization shall be Journal of Public and Environmental Affairs (referred to herein as the “Journal”).

I.2. Mission Statement

The objectives of the Journal shall be:

I.2.1. To publish timely, relevant, original, analytical, thought-provoking and solution-oriented pieces on local, national, and international public and environmental affairs that demonstrate sound academic and professional merit, especially concerning topics related to SPEA’s core concentrations and degree programs.

I.2.2. To inform, influence and collaborate with public policy makers and practitioners in all echelons and sectors of the field.

I.2.3. To recruit and induct IUB SPEA graduate students onto the Board of Editors as members of the Journal, and to elect from the Board of Editors members to the Board of Executives, to ensure the continued viability of the Journal.

I.2.4. To elect no less than one IUB SPEA faculty members to the Board of Advisors, and to consider, and appoint as determined, other qualified IUB SPEA students to the Board of Advisors.

I.3. Member Eligibility

All graduate students enrolled in IUB SPEA are eligible for membership in the Journal on the Board of Editors. This includes all graduate and doctoral students who are candidates to receive at least one degree through IUB SPEA. Members of the Board of Editors are eligible for election to the Board of Executives, as prescribed in Section II.4.2. All faculty employed by SPEA are eligible for membership on the Board of Advisors. All IUB SPEA undergraduate, graduate and doctoral students are eligible for membership on the Board of Advisors.

I.4. Statement of University Compliance

This organization shall comply with all Indiana University policies, and local, state, and federal laws and regulations.

I.5. Non-Discrimination Policy

Fundamental to the integrity and effectiveness of the Journal is its commitment to and inclusion of a diversity of opinion and life experience. We respect the intrinsic value and dignity of all people and commit ourselves to creating and maintaining an environment, both within the text of the Journal and among its members and contributors, that respects and encourages diversity. The Journal will not discriminate based on sex, race, ethnicity, religion, national origin, sexual identity, gender identity, age, physical ability, or any other basis than merit.

I.6. Anti-Hazing Policy

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.

I.7. Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.

I.8. Partisanship Policy

This organization is nonpartisan and does not support political parties or candidates, including those at the university, local, state, national and international level. The organization encourages individual members in their research, publications, teaching, and public engagement to address significant social problems and policies, even when these problems and policies are controversial

and subject to partisan discourse. The organization may not commit itself on questions of public policy except where those policies directly affect its ability to function as an organization.

II.1. Organization

Graduate student members of the Journal shall establish, comprise and maintain two boards: the Board of Editors and the Board of Executives. An ancillary board, the Board of Advisors, shall be established and maintained, and shall comprise faculty, and as determined, students.

II.2. Governing Body

The Board of Editors is the Governing Body of the Journal. The Board of Editors elects the Board of Executives and entrusts that Board with the power to direct the day-to-day functions of the Journal.

II.3. Board of Editors

All members of the organization comprise the Board of Editors (to be known as the “Associate Editors”), except those elected to the Board of Executives, and not including those on the Board of Advisors.

II.3.1. Associate Editors are required to assist in editing, publication, and the general operation of the Journal as directed by the Board of Executives, and are required to participate in meetings.

II.3.2. Associate Editors shall report to various members of the Board of Executives as determined by the Board of Executives.

II.3.3. Associate Editors are encouraged, but not required, to author and submit their own work for publication in the Journal.

II.3.4. Eligible students may join the organization as Associate Editors at any time during their course of study.

II.3.5. If an Associate Editor fails to fulfill duties, or demonstrates behavior unbecoming a member of the Journal, responsive action may be taken, as prescribed in Section VI.

II.3.6. Should an Associate Editor wish to withdraw from the organization, the Associate Editor shall notify the Senior Managing Editor. Associate Editors may withdraw at any time, providing appropriate notification.

II.4. Board of Executives

The Board of Executives is an elected body that shall manage the day-to-day function of the Journal.

II.4.1. The Board shall comprise the Editor-in-Chief, Senior Managing Editor, no fewer than two (2) and no more than five (5) Managing Editors, Operations Director, Publication Director, Outreach Director, and Finance Director.

II.4.2. Associate Editors are eligible for election onto the Board of Executives provided that the Associate Editor has been a member of the Journal for at least fifteen (15) business days, is in good standing, and will be a full-time resident student at IUB for the full term of the elected position.

II.4.3. Each member of the Board of Executives shall be elected, as prescribed in Section IV.

II.4.4. The term of office for each elected member of the Board of Executives shall be one academic year, as prescribed in Section IV.

II.4.5. The Editor-in-Chief provides leadership and management to the Journal, serving as its external representative and internal director. In the absence of a directive from the Board of Executives or Board of Editors, the Editor-in-Chief has the authority to act for the Journal with respect to day-to-day operations. As the principal editor and manager, the Editor-in-Chief is ultimately responsible for the reputation and product of the Journal. The Editor-in-Chief shall ensure the Constitution and bylaws are upheld in full, and actively work to enforce and implement their directives.

II.4.6. The Senior Managing Editor reports to the Editor-in-Chief and directs all aspects of article selection and editing. The Senior Managing Editor shall create, update and propose bylaws governing selection and editing, as prescribed in Sections III and VII. The Senior Managing Editor shall ensure the implementation of bylaws once adopted. The Senior Managing Editor shall delegate responsibilities and tasks to Managing Editors, but remains ultimately responsible for all aspects of selection and editing.

II.4.7. The Operations Director reports to the Editor-in-Chief and directs all aspects of administrative operations, including publishing, outreach and finance tasks. The Operations Director shall create, update and propose bylaws governing administrative operations, as prescribed in Sections II through VII. The Operations Director shall ensure the implementation of bylaws once adopted. The Operations Director shall delegate responsibilities and tasks to the Directors of Publication, Outreach and Finance, but remains ultimately responsible for all aspects of administrative operations.

II.4.8. Managing Editors report to the Senior Managing Editor and assist with all aspects of article selection and editing. Managing Editors fulfill a critical position within the Journal, providing consistency, rigor and expertise to the editorial process. No fewer than two (2) and no more than five (5) Managing Editors shall be elected. Managing Editors shall work closely with SPEA faculty, both within and outside the Board of Advisors, leveraging faculty expertise in specific subject areas to ensure articles represent superb academic and professional work. Managing Editors shall delegate responsibilities and tasks to Associate Editors, but remain ultimately responsible for duties assigned by the Senior Managing Editor.

II.4.9. The Publication Director reports to the Operations Director and is primarily responsible for all aspects of publishing, including digital, print, and other publishing mediums. The Publication Director shall create, update, and propose bylaws governing publishing to ensure that Journal articles are published properly, with consistency, and in a timely manner, as prescribed in Sections III and VII. The Publication Director shall create, update, and propose a website for publishing Journal articles online. The Publication Director shall create, update, and propose a publication format to publish the Journal in print. Once adopted, the Publication Director is responsible for implementing bylaws, and for publishing in online and print formats. The Publication Director may delegate tasks and responsibilities to Associate Editors, but remains ultimately responsible for all assigned duties.

II.4.10. The Outreach Director reports to the Operations Director and is primarily responsible for all outreach functions, including recruiting new members, soliciting article submissions, advertising the Journal and disseminating published work. Should the need for fundraising arise, the Outreach Director shall be responsible. The Outreach Director shall create, update and propose bylaws to govern recruitment, solicitation, advertisement, dissemination, and if needed, fundraising. The Outreach Director shall ensure the implementation of bylaws once adopted. The Outreach Director may delegate tasks and responsibilities to Associate Editors, but remains ultimately responsible for all assigned duties.

II.4.11. The Finance Director reports to the Operations Director and is responsible for managing the budget, accounts and reports, including taxes as applicable, of the Journal. The Finance Director shall maintain the highest levels of integrity and transparency in their duties, ensuring compliance with University, local, state and national requirements. The Finance Director is responsible for working closely with the Board of Executives in order to compile a budget for the Journal. The Finance Director is responsible for all payables and receivables, and their timely execution. The Finance Director shall create, update and propose budget reports as required. The Finance Director shall implement all budgetary and financial decisions adopted by the Journal. The Finance Director shall not delegate tasks or responsibilities to Associate Editors.

II.5. Board of Advisors

The Board of Advisors is an elected, ancillary body that shall provide non-binding guidance, recommendations and other assistance to the Journal.

II.5.1. The official “Faculty Advisor” shall be a member of this Board. The Faculty Advisor shall fulfill all tasks on behalf of the Journal as required by the University in their role as Faculty Advisor, in addition to providing guidance and recommendations along with the Board. The Faculty Advisor shall provide assistance to ensure the functioning of the Board.

II.5.2. The Board shall review and provide recommendations concerning articles, considering each article’s academic and professional merits, in order to assist in the editorial process.

II.5.3. The Board shall provide recommendations, and assistance as appropriate, with solicitation, publication and dissemination (to include informal advertising) in order to enhance, promote and further the Journal.

II.5.4. Members of the Board shall be elected, as prescribed in Section IV.

II.5.5. Faculty members of the Board must stand for re-election each year, and may be re-elected without term limits.

II.5.6. Student members of the Board must stand for re-election each year, and may be re-elected without term limits.

II.6. Meetings

Nothing enables unity in achievement as does collaborative assembly. Therefore, Journal members shall meet regularly.

II.6.1. The Board of Executives, Board of Editors and Board of Advisors shall meet together no less than once per academic year.

II.6.2. The Board of Executives and Board of Editors shall meet no less than once per month. Special accommodation may be made for the months of May through August, at the discretion of the Board of Executives.

II.6.3. The Board of Executives and Board of Advisors shall meet no less than twice per year, including the meeting described in Section II.6.1.

II.6.4. The Board of Executives shall meet no less than twice per month, including those meetings described in Sections II.6.1, 2 and 3. Special accommodation may be made for the months of May through August, at the discretion of the Board of Executives.

II.6.5. The Board of Advisors is not required to meet outside of those instances described in Sections II.6.1 and 3.

II.6.6. The Editor-in-Chief shall be responsible for organizing and presiding over all meetings. The Editor-in-Chief shall strive to conduct the preponderance of Journal business at meetings.

II.6.7. The Editor-in-Chief shall ensure meetings are conducted efficiently, utilizing clear and consistent protocols to be prescribed in bylaws.

II.6.8. In the absence of the Editor-in-Chief, the Senior Managing Editor shall preside.

II.6.9. The Operations Director shall be responsible for recording minutes and votes during all meetings, disseminating meeting records to all Journal members in a timely fashion, and archiving all meeting records for future access by members.

II.6.10. Any member of the Journal may request a meeting be called at any time, but meetings outside of those prescribed in Sections II.6.1-5 are at the discretion of the Editor-in-Chief in consultation with the Board of Executives.

II.6.11. All meetings of the Journal are private and confidential.

III.1. Publication

The objective of the Journal shall be to publish timely, relevant, original, thought-provoking and solution-oriented pieces on public and environmental issues that demonstrate sound academic and professional merit. The Journal shall primarily publish research pieces, as opposed to editorials, publishing a comprehensive summary of the research rather than the research paper as a whole (in raw form), in keeping with professional standards.

III.1.1. The Journal shall publish pieces online on a rolling basis.

III.1.2. The Journal shall publish once yearly in print. The Board of Executives shall determine which pieces from the current year shall be published in print.

III.1.3. The Journal shall establish appropriate and consistent processes through bylaws, as prescribed in Section II.4.6, for solicitation, submission, acceptance, editing and publication, in keeping with professional standards.

III.1.4. Online and print publications shall be advertised and disseminated in order to meet the objectives of Sections I.2.1 and 2.

III.1.5. The Journal shall remain free from bias in its publishing decisions, considering all pieces in light of Sections I.2.1-2 and III.1.

III.1.6. The Editor-in-Chief shall ultimately ensure that all publications comply with all applicable laws, including copyrights and intellectual property rights.

III.3. Solicitation

The Journal shall actively solicit article submissions throughout the year. Solicitation efforts shall target students, faculty and staff of Indiana University, as well as students, faculty, staff and professionals from other institutions and organizations.

III.4. Submission

Any person, with any institutional or organizational affiliation, or without any such affiliation, may submit pieces to the Journal.

III.3. Selection for Acceptance

No submission may be automatically accepted. Appropriate procedures, as established in bylaws, must be followed for acceptance. Submissions shall be considered in light of Sections I.2.1-2 and III.1, and established bylaws, for acceptance into the full editorial process for ultimate publication.

III.2. Editing

The Journal shall edit all pieces with highest levels of integrity and rigor.

III.2.1. Each piece shall undergo no fewer than three (3) rounds of editing prior to publication.

III.2.2. All authors shall be treated with the utmost fairness and respect during the editorial process. The editorial process shall support freedom of expression.

III.2.3. The editorial process shall remain largely anonymous, in keeping with professional standards. Only the Editor-in-Chief, or the Senior Managing Editor as directed by the Editor-in-Chief, shall correspond with authors concerning the editorial process, relaying recommendations and questions, and serving as the primary point of contact for authors.

III.5. Plagiarism

The Journal shall take active measures to prevent instances of plagiarism, and act accordingly as prescribed in Section IV.4. No plagiarized work shall be published.

IV.1. Voting

All members of the Board of Editors in good standing may cast one vote per person. All members of the Board of Executives in good standing shall cast one vote per person. No member of the Board of Advisors shall cast a vote.

IV.1.1. The Editor-in-Chief shall determine and announce quorum for all votes before the vote takes place, unless otherwise prescribed.

IV.1.2. The Editor-in-Chief may determine the appropriate means of voting, such as online voting or in-person ballot voting.

IV.1.3. All ballots shall be anonymous.

IV.1.4. All tallies shall be disclosed.

IV.2. Items Requiring a Vote

The items listed in the following subsections of IV.2. shall require a vote, as prescribed in respective Sections or below.

IV.2.1. Election of members to the Board of Executives.

IV.2.2. Election of the Faculty Advisor.

IV.2.3. Election of members to the Board of Advisors.

IV.2.4. Adoption of and amendments to bylaws.

IV.2.5. Article publication, by a yay-nay vote of the Editor-in-Chief.

IV.2.6. Interpretation of the Constitution and Bylaws.

IV.2.7. Censure and dismissal of a member.

IV.2.8. Amendments to this Constitution.

IV.2.9. Any other issue not prescribed herein, but determined by the Editor-in-Chief to require a vote, by a majority of the Boards of Executives and Editors combined.

IV.2.10. Any other issue not prescribed herein, but nominated by a member of the Board of Executives or Editors, having received a second and third nomination, by a majority of the Boards of Executives and Editors combined.

IV.3. Transition

The Editor-in-Chief is responsible for ensuring seamless transition from the outgoing Board of Executives to the incoming Board of Executives.

IV.3.1. Elections shall be held for the members of the Board of Executives during the last week of February each year. The Board of Executives-elect shall assume control of the Journal at noon on the last day of classes prior to spring break.

IV.3.2. After noon on the last of classes prior to spring break, the former members of the Board of Executives are still required to fulfill any outstanding duties, such as publication of the print issue, prior to spring graduation. The former and current Editors-in-Chief shall facilitate all required collaboration for such purposes.

IV.3.3. Members of the Board of Advisors, except the Faculty Advisor, may withdraw at any time, providing notice to the Editor-in-Chief. The Editor-in-Chief shall organize elections to fill the position, as warranted and in consultation with the Board of Executives, within one month from the member's withdrawal.

IV.3.4. The Faculty Advisor may withdraw at any time, providing notice to the Editor-in-Chief. The Editor-in-Chief shall immediately organize elections to select a new Faculty Advisor upon withdrawal.

IV.4. Elections

All elections shall be transparent, fair and timely.

IV.4.1. Eligible members of the Board of Editors may run for no more than two (2) positions on the Board of Executives.

IV.4.2. Members of the Board of Editors may not nominate themselves for election to the Board of Executives. Nominations must receive a second.

IV.4.3. Members of the Board of Executives shall be elected in the following order: Editor-in-Chief, Senior Managing Editor, Operations Director, Managing Editors, Publication Director, Outreach Director and Finance Director.

IV.4.4. Candidates for the Board of Executives, except for Managing Editors, shall be elected by a majority of the Board of Editors and Board of Executives combined. In the event of a tie, or if no candidate receives a majority vote, another vote shall be cast after a period of time has elapsed in which members may discuss the candidates without the candidates present. Should the re-vote fail to produce a clear winner, the Editor-in-Chief shall determine the appropriate process to resolve the election, such as additional rounds of discussion and voting until a majority is reached, or the use of an alternative voting method, especially in the case of more than two (2) candidates, such as pairwise comparison. Each position must be filled before holding elections for the subsequent position, as prescribed in Section IV.4.3.

IV.4.4.1. In the event that there are more than five (5) candidates, elections for the Managing Editors shall be conducted in the following manner: A list of all candidates shall be presented to the Board of Editors and Board of Executives combined. Members may vote for up to five (5) candidates from the list, but may only vote for each candidate once. The candidates receiving the five (5) highest vote totals from all ballots cast shall be elected as Managing Editors.

IV.4.4.2. In the event that there are five (5) or fewer candidates for the positions of Managing Editor, each candidate shall be considered separately in the following manner: The Board of Editors and Board of Executives will vote upon the question “Shall [candidate name] be elected to the position of Managing Editor?” Candidates that receive a majority of affirmative votes from all ballots cast shall be elected as Managing Editors. Consistent with Section II.4.1, this process must continue until at least two (2) candidates are elected, and until all candidates have been voted upon at least once.

IV.4.5. Any member of the Board of Editors or Board of Executives may nominate a Faculty Advisor. Nominations must receive a second.

IV.4.6. The Faculty Advisor shall be elected by a majority of the Board of Editors and Board of Executives combined. In the event of a tie, or if no candidate receives a majority vote, another vote shall be cast after a period of time has elapsed in which members may discuss the candidates. Should the re-vote fail to produce a clear winner, the Editor-in-Chief shall determine the appropriate process to resolve the election, such as additional rounds of discussion and voting until a majority is reached, or the use of an alternative voting method, especially in the case of more than two (2) candidates, such as pairwise comparison.

IV.4.7. Any member of the Board of Editors, Board of Executives or Board of Advisors may nominate an Advisor. Nominations must receive a second.

IV.4.8. Members of the Board of Advisors shall be elected by a majority of the Board of Executives and Board of Editors combined.

V.1. Finance

The Journal shall be a non-profit organization. All members shall be unpaid.

V.2. Funding

The Journal shall not collect member dues. The Journal may apply for University funding through University mechanisms, such as the Student Life Activities Council (SLAC). The Journal may fundraise. The Journal may not collect funding through advertisements. The Journal shall avoid sponsorships which create conflicts of interest.

V.3. Budget and Purchasing

The Finance Director shall draft a budget for the Journal's fiscal year. The Editor-in-Chief, Senior Managing Editor, Operations Director, Publication Director and Outreach Director shall submit budget requests, with descriptions and justifications, to the Finance Director for compilation into the draft budget. The budget shall contain programs, items and estimated expenditures to cover the operating costs of the Journal during the fiscal year.

V.3.1. The fiscal year begins October 1st and ends September 30th.

V.3.2. Budget requests from Executive members must be submitted to the Finance Director no later than August 31st.

V.3.3. The Finance Director must compile and submit the draft budget according to the procedures governing the submission of bylaws (Section VII.7.2) no later than September 10th.

V.3.4. The Budget must be adopted according to the procedures governing the adoption of bylaws (Section VII.7.3-4) no later than September 30th.

V.3.5. In accordance with the adopted budget, the Finance Director shall submit funding requests to the approving body, such as the Student Life Activities Council (SLAC). The Finance Director shall inform the Operations Director and Editor-in-Chief of all funding requests in writing. The Finance Director shall maintain a record of all funding requests.

V.3.6. Purchasing must be accomplished by the Finance Director, or any member of the Board of Executives or Editors designated by the Operations Director or Editor-in-Chief.

V.3.7. Any change to the budget shall be proposed and adopted according to the procedures governing changes in bylaws (Section VII.7.2-4).

V.4. Compliance

The Journal shall comply with all University, local, state and national requirements for budget, accounting and taxes.

V.5. Debt

The Journal shall not take on debt.

VI.1. Standing, Infractions and Appeals

The Journal shall implement and uphold adequate mechanisms to define and designate member standing, identify and remedy infractions, and facilitate and decide appeals.

VI.2. Good Standing

Associate Editors must fulfill duties as prescribed in Section II.3.1. in order to remain in good standing. Members of the Board of Executives must fulfill their respective duties, as prescribed in Section II.4., and must work to uphold this constitution to remain in good standing. Members of the Board of Advisors must fulfill their duties as prescribed in Section II.6. in order to remain in good standing. Failing to fulfill duties or exhibiting behavior unbecoming a member of the Journal may result in charges and censure. Members are considered to be in good standing unless censured.

VI.3. Charges

Any member may bring charge against another member regarding infractions, failure to perform duties or behavior unbecoming a member. Charges shall be brought to the Editor-in-Chief. If the charge is against the Editor-in-Chief, the charge shall be brought to the Senior Managing Editor, who shall act using the same mechanisms prescribed.

VI.4. Discretion

Any charge which violates University policy or applicable laws, such as discrimination, hazing or other ethical misconduct, must be immediately brought to the attention of the Faculty Advisor. In such cases, the Editor-in-Chief shall work with the Faculty Advisor to ensure proper action is

taken. In such cases the disciplinary mechanisms prescribed herein need only be upheld as appropriate. The Editor-in-Chief may exercise discretion concerning other infractions, utilizing the disciplinary mechanisms prescribed herein.

VI.5. Censure

Should the Editor-in-Chief decide charges warrant action, members may be censured by a two-thirds vote by the Board of Executives followed by a majority vote by the Board of Editors. A unanimous vote by the Board of Executives may also suffice for censure without any vote by the Board of Editors. A vote of censure must precede dismissal.

VI.6. Dismissal

A member, having been censured and having failed to take corrective action as prescribed in the censure, may be dismissed by a two-thirds vote of the Board of Executives followed by a two-thirds vote of the Board of Editors.

VI.7. Vacancy

Should dismissal, or any other valid reason such as resignation, severe illness or withdrawing from the University, result in a vacancy on the Board of Executives, the Editor-in-Chief shall appoint a replacement to serve out the remainder of the term within seventy-two (72) hours of receiving notice of the vacancy.

VI.8. Appeals

Any member may bring an appeal. Appeals shall be brought to the Editor-in-Chief, or the Senior Managing Editor should the situation warrant. The Editor-in-Chief shall convene an ad hoc Appeals Committee. The Committee shall consist of seven (7) members, chosen at random from the Board of Editors and Board of Executives. Should selection yield a member closely associated with the appeal, a replacement will be chosen at random. If selected, participation in the Committee is mandatory. The Committee shall seek and record facts, and thoroughly consider all elements of the appeal in light of all policies, instructions and statutes. The Committee shall actively seek recommendations from the Faculty Advisor and Board of Advisors as appropriate. The Committee shall decide the appeal by majority vote. The decision shall be binding.

VII.1. Constitution

This Constitution shall govern all actions of the Journal unless preempted by University policy or legal statute.

VII.2. Display

A copy of this Constitution shall be given to every member of the Journal upon induction. The Editor-in-Chief shall maintain the official hard copy of this Constitution and make this copy available for reasonable inspection.

VII.3. Discrepancies and Interpretation

Any arguments about the exact wording of the Constitution shall be resolved by reference to the official copy. Any argument concerning the interpretation of the Constitution shall be resolved by a majority vote by the Board of Executives.

VII.4. Ratification

The Constitution shall be ratified by a three-fifths vote of the members of the Board of Executives and Board of Editors combined. Once ratified, the Constitution becomes effective immediately.

VII.5. Amendment

The Constitution may be amended by a three-fifths vote of the Board of Executives and Board of Editors combined.

VII.6. Replacement

This Constitution may only be superseded through a ratification process as prescribed.

VII.7. Bylaws

Bylaws shall be the primary instrument for governing the day-to-day function and detailed processes of the Journal. Bylaws may be changed at any time through procedures prescribed.

VII.7.1. Any member may propose bylaws. Certain members are required to propose bylaws, as prescribed.

VII.7.2. All proposed bylaws, or bylaw amendments, shall be reviewed by the Senior Managing Editor or Operations Director, as appropriate. Subsequently, all proposals shall be reviewed by the Editor-in-Chief.

VII.7.3. After review, the Editor-in-Chief shall determine whether proposed bylaws, or changes, should be put to a vote for adoption.

VII.7.4. Bylaws, or changes, shall be adopted by a majority vote of the Board of Executives followed by a majority vote of the Board of Editors. A unanimous vote by the Board of Executives may also suffice for adoption.

VII.7.5. Online and print publication formats shall be approved and adopted in the same manner as bylaws.

VII.7.5. Once adopted, bylaws, or changes, become effective immediately.

VII.7.6. The Editor-in-Chief shall maintain hard copies of bylaws for display and interpretation, in the same manner as prescribed in Section VII.2.

VII.7.8. Discrepancies and interpretation issues shall be handled in the same manner as prescribed in Section VII.3.

Constitution text above incorporates all ratified Amendments, listed below.

First Amendment to the Constitution

The First Amendment shall be referred to as the “Budget Amendment.”

The goal of the Budget Amendment is to provide clear processes for financial decision-making, including requirements for a budget, its adoption, funding requests and purchasing.

Retitle Section V.3. of the Constitution to read “Budget and Purchasing.”

Strike “Comprehensive budget and accounting reports shall be provided as necessary” in Section V.3 and replace with “The Finance Director shall draft a budget for the Journal’s fiscal year. The Editor-in-Chief, Senior Managing Editor, Operations Director, Publication Director and Outreach Director shall submit budget requests, with descriptions and justifications, to the Finance Director for compilation into the draft budget. The budget shall contain programs, items and estimated expenditures to cover the operating costs of the Journal during the fiscal year.”

Add the following sub-sections:

“V.3.1. The fiscal year begins October 1st and ends September 30th.”

“V.3.2. Budget requests from Executive members must be submitted to the Finance Director no later than August 31st.

“V.3.3. The Finance Director must compile and submit the draft budget according to the procedures governing the submission of bylaws (Section VII.7.2) no later than September 10th.

“V.3.4. The Budget must be adopted according to the procedures governing the adoption of bylaws (Section VII.7.3-4) no later than September 30th.

“V.3.5. In accordance with the adopted budget, the Finance Director shall submit funding requests to the approving body, such as the Student Life Activities Council (SLAC). The Finance Director shall inform the Operations Director and Editor-in-Chief of all funding requests in writing. The Finance Director shall maintain a record of all funding requests.

“V.3.6. Purchasing must be accomplished by the Finance Director, or any member of the Board of Executives or Editors designated by the Operations Director or Editor-in-Chief.

“V.3.7. Any change to the budget shall be proposed and adopted according to the procedures governing changes in bylaws (Section VII.7.2-4).”

Second Amendment to the Constitution

The Second Amendment may be referred to as the “Elections Amendment.”

The goal of the Elections Amendment is threefold. First, it eliminates the current limit on the number of persons who can be elected to the Board of Advisors. Second, it amends the manner of electing Managing Editors, specifically authorizing plurality (or block) voting in the case where more than five members are nominated, and majority vote for each candidate in the case where five or fewer members are nominated. Finally, it changes the eligibility requirement for candidates for the Executive Board from forty-five (45) to fifteen (15) days in order to allow members who join in the spring semester to run for leadership positions.

Be it ratified, the Elections Amendment shall:

In Section I.2.4 strike “and not more than five,” and strike “not to exceed three such students.” Additionally, replace “appoint” with “elect.”

In Section I.3 strike the acronym “IUB” following the phrase “All faculty employed by.”

In Section II.4.2 replace “45” with “fifteen (15).”

In Section IV.4.4 insert the phrase “except for Managing Editors” following the phrase “Candidates for the Board of Executives.”

Add the following sub-sections:

IV.4.4.1. In the event that there are more than five (5) candidates, elections for the Managing Editors shall be conducted in the following manner: A list of all candidates shall be presented to the Board of Editors and Board of Executives combined. Members may vote for up to five (5) candidates from the list, but may only vote for each candidate once. The candidates receiving the five (5) highest vote totals from all ballots cast shall be elected as Managing Editors.

IV.4.4.2 In the event that there are five (5) or fewer candidates for the positions of Managing Editor, each candidate shall be considered separately in the following manner: The Board of Editors and Board of Executives will vote upon the question “Shall [candidate name] be elected to the position of Managing Editor?” Candidates that receive a majority of affirmative votes from all ballots cast shall be elected as Managing Editors. Consistent with Section II.4.1, this process must continue until at least two (2) candidates are elected, and until all candidates have been voted upon at least once.

History of the Constitution

Constitution Ratified July 30, 2017

First Amendment Ratified October 6, 2017

Second Amendment Ratified February 13, 2018