

Constitution of the Portfolio Management Club

Official Name: Portfolio Management Club

Our purpose is to inform our members on the current events and share various perspectives on the financial markets. We aim to help our members gain a better understanding of the various current events driving markets across multiple asset classes and provide a forum for students to share and dissect opinions. Our weekly meetings will provide a venue for these purposes where members will present their findings and kick off a healthy discussion.

Article I: Membership

There are no limitations to membership. For membership into the club, prospective candidates must interview with someone from the leadership team. This is to evaluate their passion for the financial markets and current foundational knowledge. Upon admittance, the member will be allowed to attend weekly discussions / club meetings.

The club maintains only one class of membership.

Members will only be removed if they negatively impact healthy discourse. Activities that permit revocation of membership include, but are not limited to, dominating the discussion, making condescending remarks, or inhibiting another member's learning. As our primary purpose is to foster an open discussion, any member negatively contributing to this will be warned upon the first instance and subsequently removed by the second. This will be voted upon by the leadership team (2 Presidents, and 3 Directors of Research).

Membership is not contingent on payment of dues, as we do not require any.

Article II: University Compliance (This must be written EXACTLY as follows if included):

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

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.

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.

Article III: Executive Officers

There will be 2 Co-Presidents, who serve for a year. They are responsible for coordinating each meeting, presenting periodically and mentoring younger members of the organization. The two Co-Presidents will be juniors who are selected by the acting Presidents and must have demonstrated strong commitment to the purpose of the organization.

There will be 3 Directors of Research. They will provide one in-depth presentation every other meeting on topics they find interesting, after receiving approval from the Co-Presidents. Directors of Research will be sophomores, who have demonstrated keen interest in the markets during their freshman year through club participation.

There is no GPA requirement. However, the officers elected for the Co-President or Director of Research role must demonstrate at least 1 year of continued participation at our weekly meetings. Furthermore, they must be rising sophomores or juniors with good knowledge about capital markets. Officers serve one year but may be removed due to extenuating circumstances mentioned previously within this constitution. Officers will take office at the beginning of the fall semester and serve for 2 academic semesters. Officers will turn over the office after having served one year. Past officers will then join the board and are expected to still attend weekly meetings in a regular member capacity.

Vacancies will be filled by conducting interviews. After announcing in our weekly meeting and in the email newsletter, candidates will begin their application to fill a leadership position. Officers will then write 2 paragraphs detailing both why they should be considered and how strong their passion is for the club. If selected for an interview, the acting leadership team will conduct a group interview with each candidate.

Officers will resign by letting the group know of resignation 6 weeks in advance. After this, they will be responsible for recommending 2 possible candidates to fill their vacancy. If the replacement candidate is found earlier than 6 weeks, the officer may resign early. Executive officer meetings will be held 3 times each semester. These will be held to address any administrative concerns, the agenda for future presentations and various miscellaneous concerns. These meetings can be called upon by anyone on the leadership team. Still, if one feels that an emergency meeting is necessary, and the co-presidents approve, the executive meeting will be held. If not, the executive meeting will follow the according schedule of 3 meetings a semester. The advisor shall not be considered an executive officer. Decisions will be made by voting. Each member of the leadership will have one vote. Officers are selected by the acting leadership. The candidates will be interviewed, and upon approval by the majority of the leadership team, they will be selected for the office position. To remove a person from office, first the Co-Presidents will inform them of their disagreeable conduct. And if the said person does not correct course, they will then be informed that they will be removed within 4-6 weeks and are not permitted to attend any further meetings of the PMC. The Co-Presidents will then look to fill the vacancy.

The various capacities within the organization and their associated responsibilities are as follows:

Co-Presidents will be responsible for coordinating meetings, securing rooms and presenting periodically.

Directors of Research must present at least one in-depth presentation every month. They are responsible for presenting their research pieces at weekly meetings and are expected to inform the group about a topic they did not significantly know about.

Director of Operations will oversee email distribution and assist in scheduling and securing rooms. This person is also responsible for coordinating with the school to reserve spots at fairs throughout the semester.

Director of Marketing is responsible for recruiting prospective members through social media and ads throughout campus. This person is responsible for increasing awareness about the Portfolio Management Club.

Director of Internal Affairs is responsible for coming up with new meeting ideas and handling apparel designs and orders.

All three, Director of Operations, Marketing and Internal Affairs must present at least one research piece every 2 months.

Article IV: Advisor

The responsibility of the advisor is to provide educational support to the club on any current events or concepts being discussed in the meeting. An advisor is a faculty member who is chosen by the club's

leadership team for their demonstrated excellence in teaching financial and market concepts. There will be no interviews for this position and instead, the faculty member will be approached by the leadership team for the advisor position. There can be more than one advisor for the club at any given time.

Article V: Meetings

There will be a meeting held once-a-week regularly throughout the semester. The day and time will be chosen based on common consensus amongst the club members (including the leadership team) before the beginning of each semester. The meetings will be advertised through the email newsletter and on bulletin boards on campus. Ultimately, the authority to call the meeting every week lies with the Co-Presidents. The agenda for each meeting will be set by the Co-Presidents upon consultation with the remainder of the leadership team and any club participants interested in presenting a research piece. There must be decorum maintained throughout the duration of the meeting. The participating members must listen to the presenter and wait for their turn towards the end of the meeting to ask thoughtful questions that furthers the learning of other participants. Any unruly behavior will not be tolerated and can be a cause for a warning or even membership revocation. Emergency meetings can be called by either Co-President or any of the other officers with the approval of the Co-Presidents. Members will be notified of emergency meetings through email correspondence. Attendance is not mandatory, however any member missing more than 4 meetings in a semester will be called on in private. Participation record is also a major factor of consideration when filling in vacancies for officer positions.

Article VI: Elections

There will be no general elections held for any of the positions in the leadership team at any time during the semester. The selections process for each of the positions on the leadership team have been detailed previously in this document.

Article VII: Non-Hazing (This section MUST be written exactly as follows if included):

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 VIII: Dues & Budgets

There will be no dues charged by the organization for membership.

Article IX: Finances

The organization will not be collecting dues nor applying for an organization account. Financial maintenance is not required, but if specific events arise, the members of the leadership will approach the student government. If the group resolves, the money will be properly returned to the student government.

Article X: Personal Gain Clause (This section MUST be written exactly as follows if included):

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.

Article XI: Amendments

All eligible voting members will be notified of proposed amendments through email. In order to ratify an amendment, it must be supported by a majority of the leadership team.

Article XII: Ratification

If more than a majority of those present is desired to ratify this constitution, then this article must be included.