

# Constitution of the Indiana University Microbiology Graduate Student Association

---

## Purpose:

The purpose of the Microbiology Graduate Student Association (MGSA) is to provide microbiology graduate students with a voice in academic affairs and to provide a social outlet for camaraderie.

## Articles:

- I. Statement of Non-Discrimination: Participation in the proposed organization 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. (See section I.D.3(c) on page 6 of the Code.) However, they all should enjoy microbes!
- II. Statement of University Compliance: This organization shall comply with all Indiana University regulations, and local, state and federal laws.
- III. Executive Officers:
  - a. Officers are comprised of graduate students (ideally in their 2<sup>nd</sup> and 3<sup>rd</sup> years). Terms will be for one year. Initially, officers will be appointed by the Advisor. Thereafter, officers will be elected following a majority vote of all members at the end of the Spring semester and are expected to assume duties at the beginning of the summer.
  - b. Officers (Duties):
    - i. President
      1. Running and announcing all meetings
      2. Keeping advisor up to date
      3. Completing University paperwork
      4. Report MGSA's proposals to the faculty advisors
    - ii. Vice President
      1. Aiding the president
      2. Assuming presidential duties in absence of president
      3. Organize social events
      4. Organize committees as needed
    - iii. Secretary
      1. Maintaining contact with GPSO
      2. Maintaining membership list
      3. Taking and distributing minutes
    - iv. Treasurer
      1. Taking dues and is in charge of finances
    - v. Social Media Chair
      1. Keeping social media accounts up to date
      2. Announcing all MGSA events
    - vi. Outreach Chair
      1. Organize science outreach events
      2. Recruit volunteers for outreach events

IV. Advisor:

- I. The role of the advisor is to aid, encourage, and offer advice to the Officers and the MGSA as a whole. The Advisor is not required to attend all meetings.

V. Meetings and Annual Events:

- a. Meetings will be announced by email and through flyers if necessary
- b. New Micro Student Welcome Party
  - i. Every fall at the beginning of the semester, the MGSA will sponsor a party to allow new and old students become acquainted
- c. Student Invited Speaker
  - i. Over the summer the officers will send out an email asking for a list of possible speaker names
  - ii. The officers will pool the results and send the list to the members for vote
    1. Each member will be instructed to vote on three people, ranking in order of 1<sup>st</sup> to 3<sup>rd</sup>
    2. A 1<sup>st</sup> place vote will receive 3 points, a 2<sup>nd</sup> place vote will receive 2 points, and a 3<sup>rd</sup> place vote will received 1 point. The highest score will determine the invited speaker.
    3. If the top speaker declines the invitation, the next highest vote getter will be asked.
- d. Organizing the Microbiology department retreat
- e. The MGSA may establish other annual or occasional events (such as social hours) as the membership and officers see fit.

VI. Dues and Budgets:

- a. If necessary, the membership may decide to establish dues to join MGSA. Any such dues will be paid to the Treasurer.
- b. The dues will be collected in the fall and will go towards the orientation party, the student invited speaker, and other miscellaneous group activities.

VII. Finances:

- a. The treasurer is in charge of the MGSA finances.
- b. The officers will be in charge of setting up the account.
- c. The money will be given back to the students if the group dissolves.

VIII. Amendments:

- a. Amendments will be added to the constitution following a vote of the membership in a meeting or through email.
- b. 2/3 of the total members vote will be required to ratify an amendment.
- c. Once approved, the amendment must be submitted to the Student Activities office for approval by the Vice President.

- IX. 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.

- X. 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 representative of a student organization.
- XI. Programs Involving Children Clause: This organization, when working with children will be aware of and abide by the University's Programs Involving Children (PIC) Policy.