

Constitution - Ecology Evolution Research Discussion Group (EERDG)

Article I. Organization Name

The name of this organization shall be the Ecology and Evolution Research and Discussion Group (EERDG).

Article II. Purpose

The purpose of this organization shall be to provide a forum for Ecology and Evolution graduate students of the FSU Biology Department to present and discuss their research, to coordinate their trips to scientific meetings, to invite and meet with visiting speakers, to host social events, and to coordinate with the biology department faculty.

Article III. Membership

Section 1: Membership Statement

All graduate students in the Ecology and Evolution group of the biology department (and only those students) are eligible for membership. No hazing or discrimination will be used as a condition of membership in this organization. This organization agrees to adhere to the University non-discrimination statement: No university student may be denied membership on the basis of race, creed, color, sex, religion, national origin, age, disability, veterans' or marital status, sexual orientation, gender identity, gender expression, or any other protected group status.

Section 2: Recruitment

Recruitment shall take place throughout the year and membership is open at all times.

Section 3: Revocation of Membership

Membership may be revoked without mutual agreement for non-participation, misconduct, or violations of any provisions of the Constitution. The member will be notified in writing of the possible revocation at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Membership can only be revoked upon a 2/3 majority vote of eligible members. Revocation of membership will be valid for three (3) semesters.

Section 4: Appeal Process

Any student whose membership is revoked will have seven (7) calendar days to appeal the revocation. The appeal must be submitted in writing to the President and Vice President, and must include any relevant information that has not already been presented. The President will then submit the appeal to the Appeals Committee. This committee consists of three executive board members and four general members. This committee will then render a decision at the next general body meeting or in seven (7) calendar days, whichever occurs first.

Article IV. Officers

Section 1: Eligibility

Any EERDG member (see Article III, Section 1) is eligible to hold an officer position. No EERDG member may hold the office of the president for more than one term (one academic year).

Section 2: Titles, Duties, and Terms of Office

The offices of this organization shall include a president, vice president, treasurer, outreach chair and social chair. Each officer will serve for one academic year for each time they are elected. The president of EERDG is responsible for organizing meetings (weekly EERDG meetings, monthly cabinet meetings and meetings between graduate group leaders), conducting elections, acting as liaison to the faculty of the biology department, co-organizing graduate student town halls, and administering the organization (re-registration process). The vice president will maintain the organization website, take notes during relevant meetings, maintain collections of relevant documents (both physical and digital, see Article XI), and assume the duties of the president in their absence. The treasurer is responsible for preparing purchase orders, obtaining quotes, managing receipts, organizing the EERDG inventory, and preparing and presenting the annual budget proposal. The outreach chair is responsible for organizing outreach events with community members (e.g., high school visits, science fair tables, etc) and maintaining and organizing EERDG outreach materials. The social chair is responsible for maintaining EERDG social media accounts and leading the organization of EERDG social events.

Article V. Selection of Officers

Section 1: Eligibility to Vote and Hold Office

Active voting membership will be limited to all students who are in good standing; all officers will retain voting rights. Eligibility to hold office is subject to conditions in Article IV, Section 1.

Section 2: Nomination Process

Nominations for officers can be made by any EERDG member. Self nominations are allowed. A call for nominations will be made by the president several weeks prior to the end of the spring semester. The president will collect nominations for a one week period.

Section 3: Election Process

At the end of the one week period stated in Article V Section 2, the president will email a list of the candidates to all members and ask them for votes. Votes will be collected for a period of one week. Candidates with the highest number of votes for each position will be declared the winners. Any tied votes will result in a re-vote for the tied candidates. The president will then email a list of these tied candidates asking students to re-vote and collect votes for one week. New officers will be announced at the following meeting.

Section 4: Terms of Office

The length of office shall be no longer than one calendar year. Newly elected officers shall take office at the beginning of the fall semester. Re-election eligibility is covered in Article IV, Section 1.

Article VI. Officer Vacancies

Section 1: Removal of Officers

Any officer may be removed from office upon a 2/3 majority vote of eligible members. The officer will be notified in writing of the possible termination or removal at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal.

Section 2: Resignation

Officers no longer wishing to serve on the board must submit their resignation to the President at least two (2) weeks in advance. Prior to the officers final day he/ she shall provide all documents relating to the organization and brief his/her replacement of current projects in his/her care.

Section 3: Filling Vacant Officer Positions

In the event an officer is removed or resigns, the nomination and election process will proceed as stated in Article V, Sections 2 and 3, with the exception that the process may take place at any point during the year as needed. The newly elected officer(s) term shall end at the annual election scheduled at the end of the spring semester.

Article VII. Meetings

EERDG will meet weekly at a time and location selected at the beginning of the fall semester. The president will send out email reminders for the weekly meetings at least 48 hours in advance.

Article VIII. Advisor

Section 1: Nomination and Role

The faculty/staff advisor is selected by the members of EERDG. There is no limitation on the term for the faculty/staff advisor.

Section 2: Removal and Replacement of Advisor

In the event of an advisor removal, the advisor will be notified in writing of the possible removal at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Upon a 2/3 majority vote of eligible members the advisor will be removed from his/her duties. In the event that an advisor is removed or resigns, a new advisor shall be elected within 14 calendar days.

Article IX. Finances

Section 1: Membership Dues

The organization does not collect dues from any member, nor are fees levied against any member of the organization.

Section 2: Spending Organization's Money

For the protection of the organization and its officers it is required that two authorized signatures sign all monetary transactions. Only the President, Treasurer, Vice President, and FSU Faculty/Staff Advisor can be signers on the organization's account. Organizational funds may be spent on items such as office supplies, events/activities, and publicity, travel expenses, conference fees, etc., but will not be used for anything illegal under University, local, state, and federal laws.

Section 3: Officer Transition

It shall be the responsibility of all account signers to change contact information as well as assist in the update of new account signatures after each election with the organization's financial institution. In addition, the Treasurer will be responsible to pass along all information from previous year's budget and current budget.

Section 4: Dissolution of Organization

In the event that the organization ceases to exist, any funds remaining in the organization's account shall be remitted back to the Student Government Association.

Article X. Publications

No publications are produced by EERDG. If this were to be amended, all advertisements of the organization will comply with the University Posting Policy (Found at <http://posting.fsu.edu/>).

Article XI. Organization Files and Documents

Relevant physical files and documents (e.g., how-to documents for website maintenance, hosting visiting speakers, etc.) will be stored on-campus in the graduate student office of one of the current cabinet members. These documents must include instructions on how to access any relevant digital files.

Article XII. Amendments

Amendments to this constitution can be suggested and ratified by EERDG members by a majority vote at any EERDG meeting.