

## **Rutgers University Entomology Club Constitution**

**Article I** The name of the Organization shall be “Rutgers University Entomology Club”.

**Article II** The purpose of this organization is to encourage and facilitate the education of Entomology for any student interested; to further develop our members both academically and professionally and to provide a platform for discussion as well as entertainment. Students interested in the field will be provided a forum to discuss relevant entomological issues and will be assisted with career-related opportunities such as job networking, higher education, guest speakers, and exam study groups. In addition, this club endeavors to provide students with leadership opportunities as well as the opportunity to organize and participate in outreach/community service events related to insects and other terrestrial arthropods.

**Section I** The Rutgers University Entomology Club will hold meetings and events including hosting guest speakers or lecturers, community outreach pertaining to entomology, and insect collection and pinning.

- Guest Speakers are brought in to speak to club members and/or any other interested students and faculty about particular fields and careers in entomology, specific research, topics pertaining to upholding the mission of diversity and inclusion, or opportunities for students.
- Community Outreach has the intent of educating on and increasing recognition of entomology as a field of study and career, with a focus on high school students
- Insect Collection is an educational and entertaining activity, involving procuring samples of insects, the taxonomic classification of said insects, and the pinning and creation of a collection of insects.
- Networking allows members to be introduced to potential careers in entomology, fellow entomologists, and graduate student mentors.

**Article III** Membership shall be open to all Rutgers University students and must comply with federal laws prohibiting discrimination on the basis of race, religion, color, national origin, ancestry, age, sex, sexual orientation, gender identity and expression, disability, atypical hereditary cellular or blood trait, marital status, civil union status, domestic partnership status, military service, and veteran status, and any other category protected by law.

**Article IV** The officers of the Executive Board shall be President, Vice President, Director of Outreach, Treasurer, and Diversity and Inclusion Chair. Further positions may be delegated as needed.

**Section I** The President is responsible for attending and overseeing all club meetings, in-person and virtual. The President represents the club, and is responsible for upholding the values the club wishes to maintain. In addition, the President, being the “face” of the club, holds the responsibility of speaking at and attending departmental meetings.

**Section II** The Vice President is responsible for organizing and facilitating events for the Entomology Club. They will oversee organized club events, along with any members participating in said event. If the President is not available, the Vice President will take over the responsibility of attending departmental meetings in their place.

**Section III** The Director of Outreach shall be responsible for organizing educational outreaches for the Entomology Club with other institutions. The Director of Outreach will communicate with said institutions, along with overseeing any club members who wish to participate in the outreach.

**Section IV** The Treasurer shall be responsible for all financial transactions of the organization. The Treasurer shall keep current and accurate records and reports of the organization’s financial matters, collecting dues, and shall be jointly responsible with the President for approval of all financial transactions with or for the organization and its financial assets.

**Section V** The Diversity, Equity, and Inclusion Chair shall be responsible for the organization of events with topics pertaining to social justice, equity, and inclusivity. The Diversity, Equity, and Inclusion Chair shall function to serve the needs of and give a voice to underrepresented groups both on and off campus as well as advise on upholding diversity initiatives and an atmosphere within the club that is free of discrimination.

**Article V** The officers will preside over the election and will tabulate the results unless an incumbent officer is a candidate and in such cases he/she shall not tabulate the results. Nominations shall be made either from the floor or by self-nomination. Elections will take place annually during the spring semester and will be made by secret ballot, with a majority vote for election.

**Section I** Nominations shall precede the election by 1-2 weeks.

**Section II** Running ability shall be determined on the basis of membership and merit.

**Section III** Students shall hold only 1 executive board position at any time. If on election day a candidate is not elected for a role that they are nominated for, they shall be given the opportunity to run for a subsequent officer role if they so please.

**Section IV** If no valid candidates are elected for a particular office, the Executive board shall vote upon an individual to fill the vacancy within three weeks. If at that time no candidate can be found for the vacancy, one of the continuing executive board members shall serve in the vacancy duty until a valid candidate can be elected by the executive board.

**Section V** Elections shall take place once every year, and Executive Board members may serve more than one term (one year) of office if and only if they are re-elected.

**Section VI** In the event of a sudden vacancy in any executive office, the remaining executive board shall appoint an interim officer until such time as a proper official election may be held for the office.

**Article VI** This organization shall abide by all applicable laws of the State of New Jersey and the United States.

**Article VII** This organization shall abide by all applicable rules and regulations of the University and under the privileges as granted by the Division of Student Affairs and by the rules and regulations of the Board of Governors.

**Article VIII** Active membership/voting rights shall be determined on the basis of attendance at a minimum of two events and/or meetings before the organization's spring elections.

**Article IX** Any member may propose an amendment to this constitution in writing, provided to the executive board at least one week prior to a vote by membership. A 2/3 majority shall amend this constitution, subject to the approval of the Division of Student Affairs.

**Article X** An officer can be removed from office, through the process of impeachment. Impeachment proceedings may be brought against any executive officer of the organization by any 3 members of the organization. Grounds for impeachment include negligence or abandonment of duty to the organization, severe infraction of University policy while acting under the authority or representation of the organization, or any action which intentionally and maliciously harms the organization and/or any of its members. Such claims must be submitted in writing to the executive board no later than one week prior to a hearing in which all charges will be discussed and decided upon by the executive board. The executive board shall inform the

officer of any such charges immediately or as soon as possible of any such claims. The impeachment vote shall be taken at this meeting. The individual being considered for expulsion shall not have a vote and shall not be counted amongst the number of voting members present. A two-thirds vote of the voting members is required to remove a member from office. If the President is the member being considered for expulsion, the Vice President shall run the proceedings.

**Article XI** Membership is open to all Rutgers University undergraduate students at no cost.