

**Plant Pathology & Crop Physiology Graduate Student Association Constitution at
Louisiana State University**

Revised February 2010

PREAMBLE

We, the members of the Louisiana State University Plant Pathology & Crop Physiology Graduate Student Association do hereby establish this Constitution in order that our purpose is realized to its fullest extent.

ARTICLE I – NAME

The name of the organization will be the Plant Pathology & Crop Physiology Graduate Student Association at Louisiana State University and A & M College at Baton Rouge, henceforth referred to as the Plant Pathology and Crop Physiology Graduate Student Association (PPCP GSA).

ARTICLE II – PURPOSE

PPCP GSA is established for the purpose of broadening the scientific background of members and to better prepare them for careers in agriculture by exposure to concepts and methods in the two sub-disciplines of Plant Health: Plant Pathology and Crop Physiology. This purpose shall be achieved through workshops, lectures, contact with personnel in the agricultural industry and other activities.

ARTICLE III – BASIC POLICIES

The following are basic policies of this organization:

- Section 1. The organization shall be non-commercial.
- Section 2. The name of the organization or the names of any members in their official capacities shall not be used in connection with a commercial concern.
- Section 3. The organization shall cooperate with Louisiana State University to support the improvement of education in ways that will not interfere with administration of the University.
- Section 4. The organization may cooperate with other organization and agencies, but persons representing the organization in such matters shall make no commitments that bind the organization.

ARTICLE IV – MEMBERSHIP

Section 1. Any individual who subscribes to the purpose and basic policies of the organization may become a member of this organization, subject only to compliance with the provisions of the constitution. No student who meets the other criteria for membership can be denied membership on the basis of race, color, religion, sex, national origin, age, disability, marital status, veteran's status, or sexual orientation.

Section 2. Membership will be defined as follows:

Active Members. Active membership is restricted to Louisiana State University students who pay association dues and supply her/his contact information for the PPCP GSA database. Active membership duties include attending meetings and collaborating in the achievement of the objectives of the association.

Associate Members. Associate membership is restricted to LSU faculty and staff. Any member of the LSU faculty and staff who works towards the development and progress of the PPCP GSA and requests membership in the PPCP GSA shall be an associate member. Associate members are non-voting members. PPCP GSA faculty advisors are associate members.

Emeritus Members. Emeritus membership is available to PPCP alumni who were members of the PPCP GSA while enrolled in the graduate program at LSU. Emeritus members are non-voting members.

Founding members. Any LSU graduate student from the Plant Pathology and Crop Physiology department that created the association. A list of the founding members will be included in APPENDIX 1.

Honorary members. Interns and exchange students of the PPCP department are invited to be honorary members of the association and can participate in the activities of the association by volunteering in the planning and execution of activities. Honorary members of the PPCP department must pay dues, but are non-voting members are not eligible for PPCP GSA scholarships. Personnel from agricultural industries may also be invited for honorary membership. These members are subject to the same restrictions as PPCP departmental honorary members, but do not pay dues.

Section 3. The association shall conduct an annual enrollment of members, but persons may be admitted to membership at any time.

Section 4. Only members in good standing with the organization shall be eligible to participate in its business meetings or to serve in any of its elective or appointive positions.

Section 5. Members of the association that are required to pay dues (as stated in Article IV, Section 2) must pay annual dues. The amount of said dues for the coming

academic year shall be determined by a vote of the members present at the last regular meeting of the current academic year.

- Section 6. In the event of the dissolution of the association, any monies left in the treasury after all outstanding debts have been paid will be transferred to the Department of Plant Pathology and Crop Physiology at Louisiana State University and held for the future use of a reorganized association.

ARTICLE V – OFFICERS AND THEIR ELECTION

- Section 1. To be eligible to be elected to, appointed to, or to hold an office or be a standing committee chairperson, a student:

1. Must be enrolled as a full-time student at LSU;
2. Must be in good standing with the University, have at least a 2.0 cumulative GPA, and not on disciplinary probation or deferred suspension;
3. Must meet all other reasonable academic standards established by the student organization and included in the organization's constitution and/or bylaws.

- Section 2. The officers of the organization shall be a president, a vice-president, secretary, treasurer, and others, if desired.

- Section 3. A. The president shall preside at all meetings of the association and of the executive committee; shall perform such other duties as may be prescribed in the constitution or are assigned by the membership or the executive committee; and shall coordinate the work of the officers and committee, in order that projects be promoted.

B. The vice-president shall act as aide to the president and shall perform the duties of the president in the absence or inability of that officer to serve. (Other duties may be added).

C. The secretary shall record the minutes of all official meetings of the association and of the executive committee and shall perform other duties as may be delegated.

D. The treasurer shall receive all monies of the organization; shall keep an accurate record of receipts and expenditures; shall pay out local funds in accordance with the approved budget as authorized by the association. The secretary/treasurer shall present a financial statement at every meeting of the organization and at other times when requested by the executive committee. The treasurer's accounts shall be examined annually by the executive committee, who, satisfied that the treasurer's annual report is correct, should sign a statement of that at end of the report.

E. The chair or co-chairs are responsible for bringing his/her/their committee together during the semester to carry out the responsibilities of the committee in accordance with the goals of the PPCP GSA (Appendix II).

F. The faculty advisor shall serve as a resource and support mechanism for the officers and members of the organization. The faculty advisor should attend regular and executive board meetings and other events as necessary.

Section 4. A. Officers shall be elected by a nomination and voting process each year at the last regular meeting of the association.

B. Officers shall assume their official duties at the close of the last regular meeting of the academic year and shall serve for a term of one year and/or until their successors are elected.

C. A person shall not be eligible to serve more than two consecutive terms in the same office.

Section 5. Nominations shall be made from the floor, and the consent of the nominee secured prior to voting.

Section 6. A vacancy occurring in any office shall be filled for the non-expired term by a person elected by majority vote of the remaining members of the executive committee.

Section 7. Any officer of the PPCP GSA in violation of the organization's purpose or constitution may be removed from office by the following process:

1. A written request by at least three members of the association.
2. Written notification to the officer of the request asking the officer to be present at the next meeting and prepared to speak.
3. A two-thirds (2/3) majority vote of active members or of members in good standing is necessary to remove the officer.

ARTICLE VI – EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of the officers of the association, past president, the chairperson of each standing committee, and (optional) two members selected by the membership.

Section 2. The duties of the Executive Committee shall be to transact necessary business between association meetings and such business as may be referred to it by the organization, to approve the plans of work of each standing committee chairperson, and to present a report at the regular meeting of the organization.

Section 3. Regular meetings of the Executive Committee shall be held once a month during the academic year, the time to be determined by the Committee at its first meeting of the year.

ARTICLE VII – STANDING AND SPECIAL COMMITTEES

Section 1. Chairs/co-chairs of standing committees shall be elected through a nomination and voting process each year at the last regular meeting of the association. Their terms in office shall be one year.

Section 2. Each committee shall be made up of active PPCP GSA members who volunteer for participation on the committee at the last regular meeting of the association or throughout the year.

Section 3. The chairs/co-chairs of each standing committee shall present plans of work to the Executive Committee, and no work shall be undertaken without the approval of the Executive Committee. Any vacancies occurring in the chairpersonship of a standing committee shall be filled by the Executive Committee.

Section 4. Only full-time students are allowed to be committee chairs/co-chairs, though honorary members may participate on the committee.

Section 5. It will be the chair/co-chairs responsibility to remove a member of the PPCP GSA from the committee if a member is not actively participating in the committee and carrying out the duties of his/her commitment to the committee for which he/she has volunteered. It is the responsibility of the committee chair(s) to communicate with his/her committees and delegate responsibilities to the entire committee.

Section 6. The PPCP GSA committee members can decide to have a committee chair removed from his/her position if the majority of the committee decides that the chair is not fulfilling his/her responsibilities.

Section 7. If for some reason the chair or co-chair steps down from his/her responsibility, the other co-chair will then be designated as committee chair or the committee members will meet with the executive committee and a newly appointed chair/co-chairs will be selected from the committee before opening up the position to the rest of the PPCP GSA.

Section 8. The committee chair/co-chairs and its members shall be responsible for the actions explained in detail in Appendix II.

Section 9. The president shall be an ex-officio member of all committees except the nominating committee.

ARTICLE VIII – MEETINGS

- Section 1. Regular meetings of this organization on monthly basis, the date and time of which shall be decided at the first meeting of each semester.
- Section 2. Twenty-five percent of active members present shall constitute a quorum for the transaction of business in any meeting of the organization.
- Section 3. The privilege of holding office, introducing motions, debating, and voting shall be limited to active members.

ARTICLE IX – PARLIAMENTARY AUTHORITY

Robert's Rules of Order Revised shall govern the organization in all cases in which they are applicable.

ARTICLE X – AMENDMENTS

- Section 1. A. This constitution may be amended at any regular meeting of the association by a two-thirds vote of the members present and voting, provided that notice of the proposed amendment shall have been given at the previous meeting and that the proposed amendment shall be subject to approval of the Dean of Students of his/her designee (in the case that the association become an official organization recognized by the University).
- B. A committee may be appointed to submit a revised constitution for the existing constitution only by a majority vote at a meeting of the association, or by a two-thirds vote of the Executive Committee. The requirements for adoption of a revised constitution shall be the same as in the case of an amendment.

ARTICLE XI – REGISTRATION RENEWAL

If it is decided upon by the PPCP GSA to apply to become an official organization recognized by the University, they will apply to the Campus Life Office for registration on an annual basis two weeks after PPCP GSA new officer elections.

APPENDICES

APPENDIX I – FOUNDING MEMBERS

Records prior to 2007 contain only the names of the officers for years when the association was activated. These officers were:

1996: **Roland Mendt**, president; **Pali Kuruppu**, vice president; **Hernando Dominguez**, secretary/treasurer, and **Eric R. Siegel**, unspecified officer

2000-2001: **Lori G. Eckhardt**, president; **Kristie Pellerin**, vice president; and **Jianye Chen**, secretary/treasurer

An official list of members was not compiled in 2007 since dues were not collected. The officers for this reactivation were:

2007-2008: **Nicole Ward**, president; **Rebecca Sweany**, vice president; **Dina Gutierrez**, secretary; and **Ashok Chanda**, treasurer.

APPENDIX II – STANDING COMMITTEE RESPONSIBILITIES

Bulletin Board Committee: Maintain the PPCP GSA bulletin board located outside the old graduate student office with pictures, information, etc. of current, recent, and upcoming events related to the GSA, the PPCP department, graduate education and the like around campus, and plant pathology and crop physiology. Announcement of old activities should be removed once those events have passed and replaced with pictures or activities from those events or announcements of new events.

Fundraising: Come up with fundraising ideas and plan and organize fundraising events to raise money for PPCP GSA social, professional, and networking activities to be held during the year as well as for travel awards and for travel to other universities or research facilities for educational advancement and networking activities. Fundraising events should have a specified goal for which the money will be used and the majority of money raised should be spent on professional and educational activities rather than for social activities.

Journal Club: Set the rules, schedule, organize, promote, and run the PPCP GSA journal club meetings. Work together with the PPCP Hospitality/Social Committee and the nominating student member of the chosen GSA Spring Seminar Guest Speaker to prepare for his/her visit and to organize events during his/her visit.

Newsletter (Departmental Committee): Collect, gather, and organize information from PPCP departmental members about the various on-goings in the PPCP department into a semi-annual newsletter distributed to the department and to various members of the LSU AgCenter. Committee members give ideas about what to include in the newsletter and suggestions about

how to improve the newsletter as well as help to edit the newsletter for mistakes. The chair of the committee is the student editor.

Social/Hospitality: The social responsibilities of the committee include coming up with ideas for and planning social events, on or off campus, for the PPCP GSA that 1) introduce students to the customs, holidays, etc. of events recognized or held in the United States to foreign members of the GSA and vice versa, and 2) provide students the opportunity to socialize with each other outside the academic realm to provide students a chance to become comfortable approaching other students for help or questions and to practice English speaking. The committee should aim to have one social activity each calendar month, but at least two activities each semester should be planned. The hospitality responsibilities of the committee include 1) organizing events such as pot-lucks or welcoming receptions/meetings for new students/student affiliates/prospective students to the department and 2) organizing networking opportunities/learning experiences, with other committees, as necessary, for departmental visitors or seminar speakers, particularly the GSA Spring Seminar Guest Speaker chosen by the PPCP GSA.