

# **CONSTITUTION OF THE ACTUARIAL SCIENCE CLUB AT THE UNIVERSITY OF IOWA**

The Actuarial Science Club (ASC) shall be the full, official name of this organization.  
Originally submitted April 20, 2004

## **Article I. Purpose**

The Actuarial Science Club shall serve as an academic student organization for the undergraduate and graduate students in the Department of Statistics and Actuarial Science. ASC shall provide students with opportunities to attend informational meetings, recruiting company presentations, and career planning sessions, as well as enrich the academic lives of students in the department.

## **Article II. Membership**

- A. In no aspect of its programs shall there be any difference in the treatment of persons because of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or association preference, or any other classification which would deprive the person of consideration as an individual. The ASC guarantees that equal opportunity and equal access to membership, programming, facilities, and benefits shall be open to all persons.
- B. All undergraduate and graduate students in the Department of Statistics and Actuarial Science shall be eligible for membership in the ASC.
- C. There is only one class of membership in the ASC.
- D. The ASC shall admit persons for membership upon completion of a membership application form, which shall be available at any ASC meeting or in the Department Office, 240 Schaeffer Hall. Membership shall be terminated at any time at a member's request, or when a member is no longer a student at the University of Iowa.

## **Article III. Officers and Duties**

- A. Offices
  1. President: The President of the ASC shall be responsible for calling meetings, preparing the agenda, presiding at meetings, filling vacancies, and supervising elections.
  2. Vice President: The Vice President of the ASC shall perform the duties of the President whenever the President is unable to do so.
  3. Secretary: The Secretary of the ASC shall be responsible for completing and submitting recognition forms whenever appropriate, and recording minutes of ASC meetings.
  4. Treasurer: The Treasurer of the ASC shall be responsible for attending mandatory budget meetings held by the SABAC and UISG, preparation of annual Budget Request Forms for program funding, filing completed said forms, submitting any other appropriate financial forms, and collection of dues.
  5. Reporter: The Reporter of the ASC shall be responsible for completing and submitting to the Webmaster a summary report for each time a company visits the University of Iowa campus to hold a recruiting presentation, or to delegate such duties to interested members.
  6. Webmaster: The Webmaster of the ASC shall be responsible for posting all summary reports of company presentations on the ASC website, and performing other appropriate maintenance to the website.

- B. All members of the ASC shall be eligible for election to these offices. Both nominations and volunteers shall be accepted.
- C. All officers shall be elected by popular vote of members of the ASC. In the event an officer is impeached, a new officer shall be elected during the same meetings to fill the vacant office.
- D. In the event that both the President and Vice President leave the University of Iowa a special election is to be held to determine who will finish the previous President's term. If the winner of either of the special elections is a current officer, he or she must vacate his or her position and a new officer shall be elected during the same meeting to fill the vacant office.
- E. Any elected officer may be impeached for failure to satisfactorily perform his or her duties. Impeachment requires a two-thirds majority vote from ASC members at a regularly scheduled meeting

#### **Article IV. Advisor**

The advisor for the ASC shall be Margie Ebert until further notice.

#### **Article V. Meetings**

- A. The ASC shall meet about once a month, with the exception of semester breaks.
- B. Meetings shall be announced by the President, via e-mail, at least one week in advance.
- C. All elections and decisions are made by majority vote of members present at a regularly scheduled meeting.

#### **Article VI. Elections**

- A. The ASC shall hold elections each year in November or December, and the newly elected shall take office at the beginning of the following semester. Election shall be held during a regularly scheduled meeting.
- B. Members will be informed of an upcoming election at the time the President announces the meeting.

#### **Article VII. Finances**

- A. Dues shall be requested at the discretion of the President and the Treasurer. Any dues may or may not be required.
- B. Any monies of the ASC shall be kept in a University of Iowa Class IIIb student organization account. Monies shall be authorized for expenditure at the discretion of the President with consent of members as described in Article V.C.
- C. Upon dissolution of state money and mandatory student fees revert back to the granting organization. Group fees should be divided as stated in the constitution and carried out by the dissolving group's members and officers. If a group has dissolved and group fees have not been divided as stated in the constitution by five years from the last account activity, monies in a group's account will revert to an account specified for this purpose within UISG. These funds will then be available for distribution through SABAC guidelines in compliance with University of Iowa policy.
- D. In the event that extra student fees are left over after dissolution of the group, all extra student fees will be donated to the Department of Statistics and Actuarial Science.

#### **Article VIII. Amendments**

- A. Members shall be informed of a proposed amendment at the time the President announces the meeting.
- B. Amendments shall be ratified by popular vote from ASC members at a regularly scheduled meeting.
- C. All amendments or changes to this constitution must be submitted to the Student Activities Board for approval.