

# OFFICIAL BYLAWS



## THE NATIONAL SOCIETY FOR MINORITIES IN AGRICULTURE, NATURAL RESOURCES, AND RELATED SCIENCES

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# **BYLAWS OF MINORITIES IN AGRICULTURE, NATURAL RESOURCES, AND RELATED SCIENCES (MANRRS)**

## **Amendment History**

4/2010, 4/2011, 4/2014, 4/2015, 4/2016

## **VISION**

Membership MANRRS is the premier worldwide organization, partnered with academia, governmental agencies and industry, dedicated to career, personal and professional development of a diverse, highly skilled membership involved in agriculture, natural resources, and related sciences.

## **ARTICLE I: Membership**

### **Section 1**

Agricultural and natural resource sciences shall include all those disciplines usually included in degree programs of study offered by colleges, schools and departments of agriculture, veterinary sciences and medicine, and/or natural resources in the nation's institutions of higher learning. Related fields shall be those disciplines associated with agricultural and natural resource sciences which are offered in other administrative units of the nation's institutions of higher learning. The Executive Committee of the Society shall be the final arbiter on questions about the inclusion of specific disciplines in the Society's membership categories.

### **Section 2**

Individual memberships shall be classified as regular, affiliate or associate depending upon the member's disciplinary association.

- (a) Individuals whose disciplines are included in agricultural and natural resource sciences shall be classified as regular members of the Society.
- (b) Individuals whose disciplines are related fields shall be classified as affiliate members of the Society.
- (c) Individuals not included in the regular or affiliate membership classifications who have made contributions to agricultural and natural resource sciences and related fields shall be classified as associate members of the Society.

### **Section 3**

Individual members of the Society shall be designated as (a) Professional Member or (b) Undergraduate Student Member, or (c) Graduate Student Member.

- (a) Professional Member: any person who is in an employment stage in his/her life and is not enrolled as a full time student in any educational institution.
- (b) Undergraduate Student Member: any person who is enrolled full time in an accredited educational institution and/or program that leads to the award of an associate or undergraduate degree.

(c) Graduate Student Member: any person who is enrolled full time in an accredited educational institution and/or program that leads to the award of a post-baccalaureate professional or graduate degree.

(d) Student memberships include full-time students temporarily engaged in experiential learning programs.

#### **Section 4**

A student enrolled at an institution which does not have a chartered chapter may become a member of the Society by joining a chartered chapter at another institution or by registering with, and paying dues to, the Society as an independent Student Member.

#### **Section 5**

Special memberships in the Society shall be (a) Supporting Member, (b) Honorary Member or, (c) Junior MANRRS Member, (d) MANRRS Alumni Member.

(a) Supporting Member: any company, organization, institution or agency, which contributes to the support of the Society annually according to levels and conditions approved by the Society's Executive Committee.

(b) Honorary Member: a recognition which can be conferred by the Society upon any person or entity who has made significant contributions toward the promotion and improvement of the agricultural and natural resource sciences and/or the Society. Honorary membership alone does not confer upon the honoree any of the rights and privileges of those who hold dues-paying memberships in the Society. However, an Honorary Member may concurrently hold any other class of membership for which the honoree qualifies.

(c) Junior MANRRS Member: a pre-college youth (in grades 8-12) who is a full-time student and member in good standing of a Junior MANRRS chapter/group sponsored by a chartered MANRRS chapter or professional organization that is recognized by the National Office to be in good standing. The sponsoring chapter shall define in good standing for its pre-college affiliate subject to approval by the Membership Committee. All Junior MANRRS groups shall be registered with the MANRRS Membership Committee by the sponsoring chapter.

(d) MANRRS Alumni Member: a previous MANRRS student member who is in the early stages of his/her professional career and is no longer in a student stage of his/her life. The member shall be in good standing with a chartered MANRRS chapter or recognized by the National Office. The sponsoring chapter shall define in good standing for its affiliate members subject to approval by the Membership Committee. Alumni Members may establish Alumni Chapters once a location and officers have been identified. All MANRRS Alumni groups shall be registered with the MANRRS

Membership Committee.

## **ARTICLE II: Organization**

### **Section 1**

Each chapter in good standing is entitled to full participation in all national matters. Deadlines required for a chapter in good standing shall be established by the Executive Committee. Good standing for chapters shall be defined as:

- (a) A current roster of officers and members on file with the Membership Committee.
- (b) Dues paid to the National Treasurer.
- (c) Copy of local Bylaws on file with the Membership Committee.
- (d) A Personal Information Form (PIF) shall be submitted to the Membership Committee for each dues-paying member in the chapter.
- (e) Financial Support from External Sources Form for monetary contributions to the chapter shall be submitted to the National Treasurer of MANRRS.
- (f) A narrative of chapter accomplishments/activities for the calendar year shall be submitted to the Membership Committee.

### **Section 2**

As a special membership category, each Junior MANRRS group's interests in the affairs of the National Society shall be expressed and promoted by its sponsoring chapter and each Junior MANRRS group's structure and operation shall be under the oversight of its sponsoring chapter.

## **ARTICLE III: Administration, National**

### **Section 1**

There shall be an Advisory Board for the Society.

- (a) The Advisory Board should include an administrator from an 1862 land grant institution, an administrator from an 1890 land grant institution and nine (9) members from business, industry, academe and/or government.
- (b) Advisory Board members shall be selected by the Executive Committee. Advisory Board members shall have a three-year tenure with one third of the members' terms expiring each year. Membership requirements for the Advisory Board shall be as follows:

- (i) Served at least one year in the Society prior to nomination to the Advisory Board
  - (ii) Be a member in good standing
  - (iii) Attended at least one-half of the summer pre-planning conferences/meetings or served on a regional/national committee
  - (iv) A second consecutive term may be served with the recommendation of the Advisory Board Chairperson and approval of the Executive Committee.
- (c) The Advisory Board Chairperson shall be selected by the National Professional President and approved by the Executive Committee.
- (d) The National Professional President, National Undergraduate Student President and National Graduate Student President from the immediately preceding year shall be ex-officio members of the Advisory Board.
- (e) The Advisory Board shall guide and advise the Executive Committee and, through it, the Society in achieving the Society's objectives. It shall:
- (i) Advise the Society's leadership on Society programs, priorities and program evaluation,
  - (ii) Network in the public and private sectors to identify and solicit support, financial and otherwise, for the Society's programs and day-to-day operations, and
  - (iii) Serve as role models and a support network for the Society's members with emphasis on student members and members who are at the developmental stages of their professional careers.
  - (iv) Invitations should be extended to individuals in Executive Leadership positions from the aforementioned members that will make up the composition of the Advisory Board. The committee members can designate someone to attend on their behalf from their institution or organization; however, the designee should not be added as a member, but only as designee for meeting; and,
  - (v) Members excluding the 1862 and 1890 land grant institutions should deliver commitments of \$20,000 or more to MANRRS in the form of sponsorship support. The Advisory Board shall develop a strategic plan and work with the Executive Committee to determine timelines to implement and execute agreed upon strategies.

## **ARTICLE IV: Committees**

### **Section 1**

There shall be eight standing committees of the Society. They shall be:

#### **(a) Finance**

- (i) Identify and develop national funding sources in cooperation with the Advisory Board
- (ii) Establish the Society's financial policies and procedures
- (iii) Serve as a body of consultants for the Society's student chapters and regions on fund raising at the local level
- (iv) Monitor local and national fundraising initiatives to keep the Executive Committee informed of internal competition for the same source of funds.

#### **(b) Membership**

- (i) Direct initiatives to recruit new student chapters, student members, and Professional Members and to retain existing chapters and members
- (ii) Develop guidelines for applications for membership from potential new chapters and members and for reinstatement from inactive chartered chapters and members, receive and review applications, and forward recommendations on approval or denial to the Executive Committee for final action
- (iii) Maintain an updated roster of chartered chapters and chapter advisors and student and professional member databases
- (iv) Assist the Publications Committee in regularly publishing national student and professional membership directories
- (v) Monitor the distributions of student chapters and student members at the state level and make recommendations to the Executive Committee on regional structure of and representation in the Society
- (vi) Monitor and approve implementation of Junior MANRRS groups by MANRRS chapters
- (vii) This committee shall include sub-committees for representation of Professional Members, Undergraduate Student Members and Graduate Student Members and for oversight of Junior MANRRS groups

#### **(c) Public Relations**

(i) Develop and implement initiatives and processes to keep audiences identified by the Executive Committee informed about the Society's programs, objectives and accomplishments

(ii) Coordinate all of the Society's national honors and recognitions programs including receipt of nominations, verification of nominees' qualifications and delivery of recommendations on disposition to the Executive Committee for final action

(iii) Establish criteria and solicit and receive bids to host the Society's annual conference in conjunction with the Conference Program Committee and make recommendations to the Executive Committee in a timely manner to allow the conference sites to be determined at least two years in advance

**(d) Publications**

(i) Assume responsibility for all national publications not specifically assigned to other committees by the Executive Committee or the Society's constitution.

(ii) Edit and publish at least two newsletters each year.

(iii) Cooperate with the membership committee and facilitate publication of the student and professional member directories.

**(e) Conference Program**

(i) Plan and facilitate the Society's annual conference.

(ii) Submit an estimated budget for the upcoming annual conference to the National Treasurer at least thirty (30) days prior to the summer planning meeting for approval by the Executive Committee at that meeting.

(iii) Submit itemized reports of all annual conference income and expenditures, including supporting documents, to the National Treasurer within sixty (60) days after the annual conference.

(iv) The Executive Committee shall establish a policy for the makeup of the Conference Program

Committee to ensure representation of the locations of the national conferences for the upcoming and immediately preceding years and representation of graduate students and other student members and professional members.

**(f) Communications**

(i) Facilitate the completion of communications by the Executive Committee following the annual conference and any formal interim meetings.

(ii) Edit and facilitate publication of the proceedings of the annual conference.

(iii) Distribute Society and Executive Committee minutes of official business meetings as directed by the Executive Committee and/or National Professional President.

iv) This committee shall include the National Secretaries for the current and immediately preceding years and site representatives for the host institutions for the annual meetings for the immediately preceding and upcoming years

**(g) Junior MANRRS**

(i) Will implement programming and workshops at a local, regional and national level that will provide students with tools and information to succeed academically and positively their community.

(ii) Introduce Jr.MANRRS members to various public and private organizations that are innovators in the agricultural, natural resources and related science fields.

(iii) Will determine innovative means to increase the memberships as well as number of chapters currently recognized as Jr. MANRRS chapters that have been affiliated/sponsored by collegiate MANRRS chapters. This could include, but is not limited to sponsorship by professional organizations that are recognized and registered by the regional chapters, based on the guidelines established by the National Office.

**(h) MANRRS Alumni**

(i) Plan and implement programming and workshops at the local, regional, and national level that provide members with tools and information to succeed and advance in the early stages of their career.

(ii) Introduce MANRRS Alumni members to various public and private organizations that are innovators in the agricultural, natural resources and related science fields.

(iii) Explore and determine innovative means to help retain and increase alumni members' involvement in The Society.

**Section 2**

Standing committees shall carry out additional assignments as requested by the Executive Committee.

**Section 3**

Standing committee members shall be appointed for terms of two years unless the term is specified otherwise by the constitution and may serve up to two consecutive terms.

**Section 4**

Each standing committee chairperson shall submit to the National Professional President a plan of work and a budget for the period which ends with the upcoming national conference at least thirty (30) days before the summer planning meeting.

**Section 5**

Each year, the National Professional President, the National Undergraduate Student President and the National Graduate Student President shall appoint nominating committees for national offices at least one hundred twenty (120) days before the annual conference.

(a) The National Professional President shall appoint a nominating committee of Professional Members for national professional offices. The committee shall also include the National Undergraduate Student President and the National Graduate Student President. The National President-Elect shall chair the committee.

(b) The National Undergraduate Student President and the National Graduate Student President shall each appoint and chair nominating committees from their constituencies for the offices held by members of their constituencies. The National President-Elect shall be the advisor for each of these two committees.

(c) Calls for nominations will be made by all nominating committees at least ninety (90) days prior to the annual conference and nominations shall be closed thirty (30) days prior to the annual meetings. There shall be no nominations from the floor at the annual meetings unless the process is approved in advance by the Executive Committee.

**Section 6**

The Executive Committee and/or National President shall appoint members for other committees as needed.

## **ARTICLE V: National and Regional Officers**

### **Section 1**

The National Graduate Student President shall be elected by the Graduate Student Members (see Article I, Section 3(c) and Section 4) of the Society from a slate of all qualified current and former Regional Graduate Student Vice Presidents. If this does not yield a slate of at least two (2) candidates, the nominating committee shall solicit candidates from the graduate student membership at large.

### **Section 2**

Elected officers shall take office thirty (30) days following the election. The Presidents, and President-Elect, and Student Officers serve for a term of one (1) year. The National Treasurer, National Secretary, and National Historian shall serve a term of two (2) years and may be elected for a total of two (2) consecutive terms.

### **Section 3**

Should a vacancy occur in the office of the National Professional President, the unexpired term shall be filled by the National President-Elect. Should a vacancy occur in the office of National Undergraduate/Graduate Student President, the unexpired term shall be filled by one of the Regional Undergraduate Student/Graduate Student Vice Presidents chosen by the Executive Committee.

### **Section 4**

Should a vacancy occur in any other elected position, the unexpired term shall be filled by selection of the Executive Committee.

### **Section 5**

There shall be a National Parliamentarian.

(a) The National Parliamentarian shall be appointed by the Executive Committee. The Parliamentarian shall be an advisory member of the Executive Committee and shall not vote.

(b) The Parliamentarian shall serve the Executive Committee as a resource person on the governing documents of the Society and as a person to resolve all matters of parliamentary procedure.

### **Section 6**

There shall be a National Undergraduate and a National Graduate Student Parliamentarian.

(a) Each Regional Undergraduate and Graduate Student Vice President shall present to the National Undergraduate/Graduate Student President the name of one current chapter Undergraduate Student Parliamentarian for consideration for appointment as National Undergraduate/Graduate Student Parliamentarian for the following year. Each Regional

Vice President shall verify that his/her nominee is willing and able to serve and shall submit the nominee's name at least sixty (60) days before the annual conference. The National Undergraduate and Graduate Student Presidents, in consultation with the National President-Elect, shall appoint from the regional selections a National Undergraduate and a National Graduate Student Parliamentarian for the following year. If no qualified regional selection is available, the selection may be made from the general Undergraduate and Graduate student body, respectively.

(b) The National Undergraduate/Graduate Student Parliamentarian shall serve to resolve all matters of parliamentary procedure for the Undergraduate/Graduate Student Membership.

(c) The National Undergraduate/Graduate Student Parliamentarian shall assume office thirty (30) days following appointment.

## **ARTICLE VI: Removal from Office**

### **Section 1**

An officer, Advisory Board Member, or Committee Chairperson may be removed from office for failure to perform duties in this Bylaws or other guidelines set by the Executive Committee, or for conduct that is unlawful or that may cast a negative image on the society.

(a) A simple majority vote of the Executive Committee is required for removal.

(b) The Executive Committee may appoint a qualified member to fill the unexpired term.

## **ARTICLE VII: Duties of Officers**

### **National**

#### **Section 1**

Duties of the elected officers shall be:

#### National Professional President:

(a) To preside over all official meetings of the Society.

(b) To chair the Executive Committee and the Executive Sub-committee.

(c) To serve, or select an alternate to serve, as the official representative of the Society.

(d) To appoint members of all standing and special committees with the advice and consent of the Executive Committee except as specified otherwise in the constitution.

(e) To serve as an ex-officio member of all committees.

(f) To meet with the Advisory Board.

(g) To establish with the National Treasurer a written policy for expense reimbursement to members who perform official duties for the Society.

National President-Elect:

(a) To preside in the absence or the inability of the National Professional President.

(b) To perform any activities, duties, and responsibilities as designated by the National Professional President.

(c) To automatically assume the office of National Professional President the succeeding year.

(d) To serve as adviser to the student section and student officers at the national level.

(e) To serve as overall coordinator for student competitions and contests held at the national conference and to appoint a chairperson for each competition and contest except those assigned in this Constitution.

(f) To maintain a set of guidelines approved by the Executive Committee for each student competition or contest held at the national conference.

National Secretary:

(a) To fill out and countersign all certificates issued and keep proper records for the Society.

(b) To serve all notices required by law or the Bylaws of the Society. In the case of the National Secretary's absence, refusal or inability to act, the duties of the office may be performed by any person whom the Executive Committee selects.

(c) To accurately record the minutes of the Executive Committee and Executive Committee Sub-committee meetings and of all official general business meetings of the Society. To make written copies of these records available to the Society in a timely manner.

(d) To report the minutes of previous meetings as requested.

(e) To chair the Communications Committee.

National Treasurer:

(a) To keep accurate accounts and manage the funds of the Society.

(b) To handle financial matters for the Society in a manner approved and recommended by the Executive Committee.

(c) To maintain copies of the membership rosters and collect annual dues of the Society in a manner developed and approved by the Executive Committee.

(d) To serve on the Finance Committee.

National Historian:

(a) To keep accurate records of the initiation and development of the Society.

(b) To review and revise the Society's Constitution and Bylaws as new amendments are passed.

(c) To register the Society's proceedings, revised constitution, history and other pertinent publications with the Library of Congress and the National Agricultural Library.

National Undergraduate Student President:

(a) To serve as presiding officer and convener, as needed, for all meetings, special committees and conference sessions of undergraduate student officers and members except those for which the constitution delegates the responsibility to another office.

(b) To serve as a member of the Executive Committee, the Executive Committee Subcommittee and the Membership Committee.

(c) To supervise, and serve as a liaison to the Executive Committee for, all regional undergraduate student activities.

(d) To facilitate communications among national undergraduate student officers and Society chapters.

(e) To serve as an ex-officio member of the Advisory Board the year immediately following service as National Undergraduate Student President.

(f) To appoint undergraduate student representation to the Conference Program Committee.

(g) To chair a committee for one of the student competitions or contests held at the national conference as assigned by the National President-Elect.

(h) To report to the National President-Elect and to assist her/him in execution of his/her duties which directly impact Undergraduate Student Members of the Society.

National Graduate Student President:

(a) To serve as presiding officer and convener as needed for all meetings, special committees and conference sessions of graduate student officers and members except those for which the constitution delegates the responsibility to another office.

(b) To serve as a member of the Executive Committee, the Executive Sub-committee and the Membership Committee.

(c) To supervise and serve as a liaison to the Executive Committee for all regional graduate student activities.

(d) To facilitate communications among graduate student officers and members at the national level.

(e) To serve as an ex-officio member of the Advisory Board the year immediately following service as National Graduate Student President.

(f) To appoint graduate student representation to the Conference Program Committee.

(g) To report to the National President-Elect and to assist him/her in execution of his/her duties which directly impact Graduate Student members of the Society.

(h) To chair the annual chapter of the year program committee which shall include the National President-Elect, the National Undergraduate Student President and one other Society member appointed by the National Professional President.

**Regional**

**Section 2**

Duties of the elected officers shall be:

Regional Undergraduate Student Vice Presidents:

(a) To act as directors of the regions they represent for activities for Undergraduate Student Members including facilitation of communications with chapters.

- (b) To represent and be spokespersons for the chapters and Undergraduate Student Members in the regions they represent.
- (c) To develop and implement initiatives to recruit new student chapters and members, to retain existing student chapters and members, and to reactivate inactive student chapters and members in the regions they represent.
- (d) To cooperate with the National Treasurer and the Membership Committee to maintain current rosters for chapters in the regions they represent.
- (e) To report to the National Undergraduate Student President and to assist him/her in execution of the duties of her/his office.
- (f) To serve on the Executive Committee.

Graduate Student Vice Presidents:

- (a) To act as directors for the regions they represent for activities for Graduate Student Members including facilitation of communication among and presiding over meetings of Graduate Student Members in the regions they represent.
- (b) To represent and be spokespersons for Graduate Student Members in the regions they represent.
- (c) To develop and implement initiatives to recruit and retain Graduate Student Members in the regions they represent.
- (d) To serve on the Executive Committee.

**Section 3**

Regional Undergraduate Student Vice Presidents and Graduate Student Vice Presidents shall coordinate activities within their regions and cooperate with the best interests of the Society as their highest priority.

**ARTICLE VIII: Amendments**

**Section 1**

Amendments to the bylaws may be proposed by any two (2) members in good standing of the Society.

**Section 2**

Proposed amendments shall be in written form in a form prescribed by the Executive Committee.

**Section 3**

Proposed amendments shall be submitted to the National Secretary at least thirty (30) days prior to the annual meeting for review and recommendations for disposition by the Executive Committee.

**Section 4**

Ratification of a proposed amendment to the Constitution and Bylaws at the annual meeting shall require a majority affirmative vote of the voting membership, which includes all members who are in good standing and present for the vote.

**Section 5**

Ratification of a proposed amendment submitted to the Society's membership by mail shall require a majority affirmative vote on the ballots returned and received before the due date.

# **OFFICIAL CONSTITUTION**



## **THE NATIONAL SOCIETY FOR MINORITIES IN AGRICULTURE, NATURAL RESOURCES, AND RELATED SCIENCES**

Amended April 2018

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# CONSTITUTION OF MINORITIES IN AGRICULTURE, NATURAL RESOURCES, AND RELATED SCIENCES (MANRRS)

## **Amendment History**

4/22/1989, 10/26/1991, 11/15/1992, 4/9/1994, 4/1/1997, 4/1/2001, 4/6/2002, 4/1/2010, 4/1/2011, 3/2014, 4/2015, 4/2016, 4/2018

## **Vision**

Minorities in Agriculture, Natural Resources, and Related Sciences (MANRRS) is a premier leadership development organization that is dedicated to the career, personal, and professional growth of a diverse and highly skilled membership involved in agriculture, natural resources, and related sciences.

## **Preamble**

We, the members of this society, pledge to support endeavors that will always foster and promote the agricultural and natural resource sciences and related fields in a positive manner among ethnic minorities. We also pledge to initiate and participate in activities and programs that will ensure that ethnic minorities will always be involved and associated with these disciplines. These activities and programs will be initiated both within and outside the academic community. Members of this society are encouraged to join and participate in their individual professional societies. We pledge to work for the inclusion, achievement, and advancement of all people in the agricultural and natural resource sciences and related fields.

## **ARTICLE I: Name**

### **Section 1**

The name of this non-profit society shall be Minorities in Agriculture, Natural Resources, and Related Sciences (MANRRS), hereafter called the National Society or the Society.

- (a) The Society is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- (b) No part of the net earnings of the Society shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Society shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the Society shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Society shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this document, the Society shall not carry on any other activities not permitted to be carried on:
  - (i) by an organization exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or

(ii) by an organization, contributions to which are deductible under section 170(c) of the Internal Revenue Code, or corresponding sections of any future federal tax codes.

(c) Upon the dissolution of the Society, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Society is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## **Section 2**

The Society shall be governed by the Constitution and Bylaws and Rules and by policies set forth by its Executive Committee in harmony therewith.

## **ARTICLE II: Objectives**

### **Section 1**

The overall objective of the Society shall be to promote and implement initiatives which foster inclusion and advancement of members of ethnic/cultural groups under-represented in agricultural and natural resource sciences and related fields in all phases of career preparation and participation in these areas.

### **Section 2**

Development of leadership and professional skills and scholarly excellence among the Society's Student Members and Professional Members who are in the early stages of their careers shall be among the Society's highest priorities.

### **Section 3**

The Society shall promote and offer opportunities for participation in an active mutual support network to all of its members.

## **ARTICLE III: Membership**

### **Section 1**

Membership and participation in this Society shall include all individuals engaged academically or professionally in, or retired from, agriculture, natural resources or related sciences disciplines. Membership and participation shall be free from discrimination based on race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status.

### **Section 2**

The rights and privileges of membership in the Society are reserved for chapters, individuals, and other members who have paid all applicable dues and fees to the National Treasurer.

### **Section 3**

The rights and privileges of every member shall be personal to the member and shall not be transferable.

### **Section 4**

Every person, chapter and entity admitted to membership in the Society shall be subject to the Constitution, By-laws, and Rules of the Society.

## **ARTICLE IV: Organization**

### **National**

#### **Section 1**

The National Society shall consist of up to six regions. The distribution of states among regions shall be determined by the Executive Committee on recommendation from the Membership Committee. The distribution shall always give consideration to the geographic locations of the states and the active chapters of the Society and to the best interests of the Society.

#### **Section 2**

There shall be a policy approved by the Executive Committee on periodic review and changes, if warranted, in the distribution of states among regions and/or in the number of regions in the Society.

### **Regional and Local**

#### **Section 3**

Each region may have a chartered chapter at any college or university with a degree program in the agricultural and/or natural resource sciences or related fields.

#### **Section 4**

Each region which meets the membership requirements in the policy established by the Executive Committee shall be represented by an Undergraduate Student Vice President.

#### **Section 5**

There shall be regional representation of Graduate Student Members by Graduate Student Vice Presidents according to a policy established by the Executive Committee on recommendations from the Membership Committee.

#### **Section 6**

Each chapter shall have a President, a President-Elect or Vice President, a Secretary and Treasurer or Secretary/Treasurer, and a Parliamentarian.

## **Section 7**

Each chapter shall adopt Robert's' Rules of Order as the authority on parliamentary matters not covered by the rules of the local chapter or Society.

## **ARTICLE V: Administration**

### **National**

#### **Section 1**

There shall be an Executive Committee of the Society which shall consist of the following: National Professional President, National President-Elect, National Secretary, National Treasurer, National Historian, National Undergraduate Student President, all Undergraduate Student Vice Presidents, National Graduate Student President, all Graduate Student Vice Presidents, Chairperson of the Advisory Board, Standing Committee Chairpersons, and the National Professional President, National Undergraduate Student President and National Graduate Student President of the immediately preceding year. The Chief Operating Officer or a designee from the National Office shall serve as an ex-officio member on the Executive Committee.

#### **Section 2**

There shall be an Executive Committee Sub-committee which shall consist of the following: National Professional President, National President-Elect, National Secretary, National Treasurer, National Historian, National Undergraduate Student President, National Graduate Student President, Chairperson of the Advisory Board, and the National Professional President of the immediately preceding year. The Chief Operating Officer or a designee from the National Office shall serve as an ex-officio member on the Executive Committee.

#### **Section 3**

In order to conduct official business and make official decisions for the Society, the Executive Committee and Sub-executive Committee must convene a quorum. A quorum shall consist of 50% of the designated body plus one. The Executive Committee shall:

- (a) administer the affairs for the Society under the By-Laws and the general provisions of the law under which the Society is incorporated.
- (b) serve as the final arbiter on all questions of Society policy.
- (c) develop/recommend a Society budget annually and direct the administration of the Society's finances.
- (d) provide annual reports of the Society's business affairs to the general membership. The reports shall become part of the proceedings of the annual business meeting.
- (e) appoint, lead and provide direction for applicable Standing Committees and other committees as warranted by the needs of the Society.

#### **Section 4**

At the discretion of the National Professional President, when it is deemed to be in the Society's best interest, the Executive Committee Sub-committee shall act on behalf of the full Executive Committee with all the authority granted to the Executive Committee.

## **Section 5**

Audits of the National Society of MANRRS

(a) MANRRS' financial records shall be audited by a certified public accountant or an audit committee within 60 days of the close of the fiscal/calendar year.

## **ARTICLE VI: Officers**

### **National and Regional**

#### **Section 1**

The elected positions shall be:

- (a) Professional Members
  - (i) National Professional President
  - (ii) National President-Elect
  - (iii) National Secretary
  - (iv) National Treasurer
  - (v) National Historian
- (b) Student Members
  - (vi) National Undergraduate Student President
  - (vii) National Graduate Student President
  - (viii) Regional Undergraduate Student Vice President(s)
  - (ix) Regional Graduate Student Vice President(s)

#### **Section 2**

Eligibility for national offices from Professional Members shall be any qualified Professional Member [see By-laws] who is in good standing.

#### **Section 3**

Eligibility for national undergraduate/graduate student offices shall be any qualified Undergraduate/Graduate Student Member [see By-laws] who is in good standing and who can be expected to be in the Student status of his/her constituents for his/her term in office.

#### **Section 4**

The National Undergraduate Student President shall be elected by the Undergraduate Student Members [see By-laws] of the Society from a slate of all qualified current and former Regional Undergraduate Student Vice Presidents. If this does not yield a slate of at least two (2) candidates, the nominating Committee shall solicit candidates from the undergraduate student membership at large.

#### **Section 5**

Each elected officer, including the National Professional President, shall submit to the Executive Committee a plan of work and a budget for the period which ends with upcoming national conference at least 30 days before the summer planning meeting.

## **Section 6**

Subject to availability of funds there shall be an Executive Office of Operations employed by the Society whose general duties include support and day-to-day operations of the Society's programs. The National Professional President and/or his/her designee(s) shall prescribe any other duties for the Executive Officer of Operations and shall oversee her/his performance.

## **Regional and Local**

### **Section 7**

Regional Undergraduate Student Vice Presidents and Graduate Student Vice Presidents shall serve as presiding officers for their constituencies in the regions they represent.

### **Section 8**

Each chartered chapter of the Society shall include a Chapter Executive Committee composed of the elected officers of the chapter, the Chapter Parliamentarian, and one at-large chapter member appointed by the Chapter President.

## **ARTICLE VII: Voting**

### **National**

#### **Section 1**

For the annual meeting, each chartered chapter of the Society in good standing shall elect two (2) delegates as its voting representatives and the chapter shall be entitled to two (2) votes on any matter of business excluding the election of graduate student officers and officers from the Professional Members.

#### **Section 2**

For the annual meeting, each Professional member, excluding those that are honorary members only, shall be entitled to one vote on any matter of business excluding the election of student officers.

#### **Section 3**

National and regional officers shall be elected by Society member present at the annual meetings as follows:

- (a) Officers from the Professional Members shall be elected by a majority vote of the Professional Members in good standing.
- (b) The National Undergraduate Student President shall be elected by a majority vote of the delegates for chapters in good standing.
- (c) Each Regional Undergraduate Student Vice President shall be elected by a majority vote of the delegates for chapters in good standing from the region(s) he/she will represent.
- (d) The National Graduate Student President shall be elected by a majority vote of the Graduate Student Members in good standing.
- (e) Each Regional Graduate Student Vice President shall be elected by a majority vote of the graduate students in good standing from the region(s) she/he will represent.

#### **Section 4**

An entity which is a Supporting Member in good standing may designate two (2) representatives who shall each have voting rights as regular Professional Members of the Society.

#### **Section 5**

To vote in regional or national business meetings and elections, an independent student member must participate as a member of a chartered student chapter in good standing in his or her region.

#### **Regional**

#### **Section 6**

At regional meetings, and in regional matters of business, each chartered chapter in good standing shall be represented by two (2) elected voting representatives who shall each be entitled to one (1) vote.

#### **Local**

#### **Section 7**

Each Undergraduate/Graduate Student Member in good standing shall be entitled to one (1) vote on chapter business matters.

### **ARTICLE VIII: Dues/Fees**

#### **National**

#### **Section 1**

The fiscal year shall begin January 1 and end on December 31.

#### **Section 2**

Each year, the National Professional President and the National Treasurer shall prepare a recommended schedule of dues/fees by class of membership for the upcoming fiscal year. The recommended schedule of dues/fees shall be presented to the Executive Committee which shall approve a schedule of dues/fees at least four (4) months prior to the upcoming fiscal year.

#### **Section 3**

The schedule of dues/fees shall include the following membership classifications.

- (a) Professional Member
- (b) Undergraduate Student Member and,
- (c) Graduate Student Member or
- (d) Student Chapter
- (e) Supporting Member
- (f) Junior MANRRS chapter/group member.

### **ARTICLE IX: Society Meetings**

#### **Section 1**

The Society shall hold an annual meeting each spring season:

- (a) To include the general membership in the Society's governing and business decisions.
- (b) To promote mentoring, networking and social interaction among members of the Society.
- (c) To provide a forum for the exchange of ideas and information among members of the Society and with guests.
- (d) To provide personal and professional development opportunities for members of the Society with an emphasis on Student Members and Professional members who are in developmental stages of their careers.

## **Section 2**

Each year, the National Professional President shall call a mid-year meeting of the Executive Committee to conduct the business of the Society.

## **Section 3**

Additional meetings of the Executive Committee or the Executive Committee Sub-committee shall be called by the National Professional President when, in his/her view, it is in the best interest of the Society. These meetings may be by phone, in person, by teleconference or other electronic means.

## **Section 4**

All general elections of national and regional officers of the Society shall be held at the annual meetings.

## **ARTICLE X: Amendments**

### **Section 1**

Amendments to this constitution may be proposed by any two (2) members in good standing of the Society.

### **Section 2**

Proposed amendments shall be in written form prescribed by the Executive Committee.

### **Section 3**

Proposed amendments shall be submitted to the National Secretary at least 30 days prior to the annual meeting for review and recommendations for disposition by the Executive Committee.

### **Section 4**

Ratification of a proposed amendment to the constitution at the annual meeting shall require a three-fourths (3/4) affirmative vote of the chapter delegates, Graduate Student Members, and Professional Members in good standing who are present for the vote.

### **Section 5**

Ratification of a proposed amendment submitted to the Society's membership by mail shall require a three-fourths (3/4) affirmative vote on the ballots returned and received before the due date.

**ARTICLE XI: Robert's Rules of Order**

**Section 1**

Robert's Rule of Order will be the authority for reference in parliamentary matters.