

Texas A&M University Cannabis Hemp Innovation League CONSTITUTION

ARTICLE I - Name

This organization shall be known as the Texas A&M University Cannabis Hemp Innovation League. We are an affiliate of the Industrial Hemp Breeding Program in the College of Agriculture and Life Sciences. This student organization is the Texas A&M chapter under the national organization of the Cannabis Hemp Innovation League, LLC.

ARTICLE II - Purpose

The purpose of this organization shall be to:

- 1.) Increase and disseminate knowledge concerning industrial hemp (*C. sativa* L.) crops and derived commodities.
- 2.) Foster a spirit of cooperation and mutual helpfulness among students across plant science and associated disciplines.
- 3.) Provide opportunities for wider acquaintance with agricultural workers, stakeholders, and activities within Soil and Crop Sciences, Horticulture, and related environmental fields.
- 4.) Coordinate activities in Agronomy, Horticulture, Soils and Environmental Sciences with those in closely related fields of endeavor.
- 5.) Provide leadership opportunities and training for officers and members.

ARTICLE III - Membership

Section I. Eligibility for Membership

- 1.) All undergraduate and graduate students at Texas A&M University shall be eligible for membership. Registered students are eligible to hold leadership positions.
- 2.) In order to be regarded as an active member of the League, a student must have paid the required dues, attend at least half of the meetings as well as one third of all events outside of the scheduled meetings, and maintain a minimum GPA of 2.0.

Section II. Privilege of active members

- 1.) Active members shall be entitled to voting privileges at all meetings.

Section III. Removal Procedures for members

- 1.) Members are to be informed in advance of these expectations.
- 2.) Members may also be removed from membership for any disciplinary actions incurred while representing the organization at any official function (meetings, trips, projects, etc.) of the Texas A&M Cannabis Hemp Innovation League.
- 3.) Should action be necessary, the executive officer team will review the situation (with the advisor present) after hearing from the member in question. A decision will be made expeditiously and the member will be contacted as to the outcome of the situation.

Section IV. Removal Procedures for Officers

- 1.) Any officer having three unexcused absences per semester may be removed from his/her officer position within the organization.
- 2.) Officers may also be removed from membership if they fail to fulfill their duties as outlined within the constitution.
- 3.) The officer in question is to be informed in advance of these expectations.
- 4.) Should an officer's position be reviewed for possible removal, he/she will be given an opportunity to account for their situation to the remaining executive officer team and the club advisor. These officers will review the situation after hearing from the officer in question. A decision will be made expeditiously and the officer will be contacted as to the outcome of the situation.

Section V. Membership Dues

- 1.) Membership dues are \$25 for the semester and \$40 for the year.
- 2.) Membership dues cannot be refunded under any circumstances once they are paid.

ARTICLE IV - Officers

Section I. Requirements

The officers of this organization must meet the following requirements:

(a) Have a minimum grade point ratio (GPR) as stated below and meet that minimum GPR in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office.

1.) For undergraduate students, the minimum GPR is 2.50 at the time of their election and post at least a 2.50 GPR for the preceding regular semester or the two preceding summer terms at the time of election and during the term of office. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point ratio prior to election/appointment, at least six credit hours must have been taken during the course of either the full or two summer session(s).

2.) For graduate level students the minimum cumulative and semester GPA is a 3.00 and for first professional students the minimum cumulative and semester GPA is 2.50. In order for this provision to be met, at least four hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point ratio prior to election/appointment, at least four credit hours must have been taken during the course of either the full or two summer session(s) unless fewer credits are required as they complete the final stages of their degree.

(b) Be in good standing with the university and enrolled:

1) at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office. Students enrolled in the Blinn TEAM program are also eligible to hold an office, as long as the student is meeting all applicable Blinn TEAM requirements and is in good standing with the program.

2) at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(c) Be subject to removal from office by the organization and/or the organization's official University advisor should the student fail to maintain the requirements as prescribed in (a) and (b).

The regular officers of this group shall consist of **President, Vice-President, Press Secretary, Treasurer**. Additional special officers may be elected as the need arises. All officers hold a 1-year appointment, are elected each spring semester. All other officers will serve their one-year term in the following fall and spring semesters. Special officers may be elected to serve as a regular officer (Example- Risk Management Chair). All officers are elected by a majority vote in a secret ballot method. Chain of succession: if for some reason the President is unable to fulfill his or her duties, the Vice President shall assume the responsibilities of the President and the Vice President position shall remain vacant. If the Vice President is unable to fulfill a full term, the Press Secretary shall temporarily fill his or her responsibilities. If both the President and Vice President are unable to fill their terms of office, a special election will be held to fill both offices. A member anticipating graduation the following December may run for an office only if they will be enrolled in Graduate Studies the following spring semester and are able and willing to fulfill all the duties of the office.

Section II. Election of Officers

Nomination process

Members may submit themselves as a candidate for a particular office. If they lose the election, they have the option to seek a lower ranked office. For example, Bilbo Baggins wants to be vice president. He runs for that office but is beaten by Harry Potter. Bilbo then has the option to run for the office of secretary. If he loses that election to Mary Jane, he can then run again for treasurer. Bilbo can also decide to withdraw himself from further consideration for any office. In order to nominate yourself for an office, you should make it known two weeks in advance of the elections so members will have some lead time to make their decisions. **Each candidate should submit a paragraph about themselves to be made available to the general membership. This paragraph will provide some biographical information and provide insight into what type of officer the candidate will be.**

Election

Election will begin with the highest ranked office, President, and then proceed to the next level, Vice-president, and continue to go down in ranking. Since communication is an important component of leadership, **each candidate will deliver a 2-minute speech about themselves and why they want to hold a particular office (e.g., share your vision for the Office and the future of the club)**. Support from other members is also important, so each candidate should have another member deliver a 1-minute support speech. **The support speech will occur before the candidate's own speech and act as an introduction to the candidate.**

Ballot casting

All members in good standing (GPA 2.0 or better and dues paid up) will be eligible to cast ballots. Ballots will be confidential. Results will be announced after each position is voted on. The new slate of Officers will be confirmed when all positions have been filled. The newly elected officers will assume their duties at the end of the spring semester but will assist in the early phases of Student Activities "recognition process". The previous officer group will assist the officers-elect during the transition.

Section III. The duties of the officers of this group shall be as follows:

1. President

- a. Serves as duly elected official of the Texas A&M University Cannabis Hemp Innovation League.
- b. Presides at all League affairs.
- c. Appoints annual standing committees to deal with social activities, service projects, and student development programs.
- d. Keeps in close contact with the faculty advisors and organizes conferences between faculty advisors and student officers as needed.
- e. Corresponds regularly with all committees and officers in an attempt to coordinate all activities and provide leadership for the various activities of the League.
- f. Stays up-to-date on regulations regarding Risk Management as defined and administered by the Office of Student Activities and the broader interests of Texas A&M University.
- g. Is responsible for collecting and disseminating information to the league on issues of risk and how they are to be dealt with under TAMU policies and Procedures.
- h. Seeks to engender a positive attitude within the league in all matters where safety and risks are involved such as local, state and national travel for participation in TAMU Cannabis Hemp Innovation League / TAMU functions.

2. Vice-President

- a. Assumes the duties of the president in his/her absence and assists the president in all aspects.

- b. Serves as program coordinator and planner for all League meetings and activities.
- c. Shall be responsible for selecting speakers, introducing speakers at the meeting, and writing a letter of appreciation following the meeting.
- d. Responsible for coordinating travel activities through the Department of Soil and Crop Sciences travel coordinator.

3. Press Secretary

- a. Records minutes of the League meetings and activities and emails minutes and updates to club members.
- b. Maintains an accurate listing of members' email addresses and telephone Numbers.
- c. Records minutes of executive committee meetings.
- d. Takes roll at League meetings and functions.
- e. Assists in the collection and preparation of student contact information for communicating with the TAMU CIRT Office and with appropriate personnel of Soil and Crop Sciences Department.
- f. Responsible for updating and maintaining the website..
- g. Organizes promotions of club events and activities.
- h. Submits local club news for publication in both national and local newsletters when appropriate, may ask for assistance from the departmental communication specialist, i.e., Aggie Agenda, departmental website.
- i. Gathers and maintains a collection of club pictures in conjunction with an advisor for each year to use in presentations, flyers, and recruitment activities..
- k. Updates and maintains social media pages. Duties include responding to all social media messages, posting events, and maintaining event pages.

4. Treasurer

- a. Collects dues from all members and maintains a list of paid members.
- b. Pays bills, makes deposits and keeps an accurate record of all financial transactions in association with the student finance office.
- c. Serves as co-chair on any fundraising committee that might be established.
- d. Keeps track of inventory and informs members of needs for purchase of new Items
- e. Works with local vendors to obtain club merchandise: caps, T Shirts, Koozies, etc.
- f. Works with other Officers and members, coordinates sales of merchandise prior to on-campus events.
- g. Responsible for obtaining adequate monetary change for all merchandise sale events.
- h. Maintains and stocks merchandise at the Perennial Grass Breeding & Genetics Facility.
- i. All purchases must have approval of the majority of the officers.
- j. Responsible for seeking out and coordinating new fundraising opportunities.

5. Media Officer

- a. Collects video and photos from all meetings and club events.
- b. Edits videos for the organization podcast.
- c. Maintains all Texas A&M chapter social media accounts.
- d. Works closely with the Merch/Design Committee.

Section IV. Removal of an Officer - See Article III, Section IV.

ARTICLE V - Committees

Section I. Listed Committees

Chemistry Committee

- a. Brainstorm ideas for solving problems faced by the cannabis/hemp industry involving chemistry and chemical engineering, including molecular modification, extraction techniques and more.
- b. Members in the committee are involved in university research projects involving the above topics, receiving research credit where applicable.

Computer Science Committee

- a. Brainstorm ideas for solving problems faced by the cannabis/hemp industry involving software engineering, machine learning, data science, and app development.
- b. Members in the committee are involved in university research projects involving the above topics, receiving research credit where applicable.

Engineering Committee

- a. Brainstorm ideas for solving problems faced by the cannabis/hemp industry involving mechanical processes, automation, environment, grow lights, irrigation and product processing.
- b. Members in the committee are involved in university research projects involving the above topics, receiving research credit where applicable.

Genetics Committee

- a. Brainstorm ideas for solving problems faced by the cannabis/hemp industry involving genetics, plant breeding, gene editing and genome mapping.
- b. Members in the committee are involved in university research projects involving the above topics, receiving research credit where applicable.

Horticulture Committee

- a. Brainstorm ideas for solving problems faced by the cannabis/hemp industry involving plant science, irrigation, nutrients, lighting methods, greenhouse, indoor and outdoor operations.
- b. Members in the committee are involved in university research projects involving the above topics, receiving research credit where applicable.
- c. Compete as a team in a yearly state Cannabis sativa L. (Hemp) growing competition. Committee is responsible for raising the plants, entering the competition and the logistics of involvement.

Merch/Design Committee

- a. Brainstorm ideas for new artwork and design elements for club materials and merchandise.
- b. Produce content for social media, club meetings, and the online store.
- c. Works closely with the Media Officer.

Fundraising Committee

- a. Brainstorm ideas for club fundraisers and events designed to raise money for the club.
- b. Responsible for setup and logistics of said fundraisers and events.
- c. Works closely with the Treasurer.

Outreach Committee

- a. Responsible for reaching out to and building club connections with companies, industry leaders, and professors involved in the hemp/cannabis industry.
- b. Secures club funding, donations, scholarships and speakers for club meetings.
- c. Works closely with the President and Vice-President.

Section II. Committee Chairmen

- a. Committee chairmen will be appointed by the elected officers after every officer has been elected the spring semester for the new school year.
- a. Every committee chairmen are required to attend officer meetings held outside of regular meetings for committee updates.
- b. Committee chairmen are not officers and are not allowed to vote during officer meetings.

Section III. Committee Members

- a. Committee members are required to attend all committee meetings, dates and times decided on as a group, but held no less than once per month.

ARTICLE VI - Advisor

Section I. Expectations

1. The advisor to the Texas A&M Cannabis Hemp Innovation League shall be a Texas A & M University employee as defined by the Human Resources Department. The advisor will be willing to obtain an appropriate level of experience, resource information and knowledge related to the mission, purpose and activities of the club.
2. The advisor will regularly attend executive and general meetings. They will be available for consultation outside of these meetings.
3. The advisor will assist the organization with the development of goals and objectives for the academic year. The advisor will also assist the organization with event planning and facilitation. When necessary, the advisor will be willing to attend events when necessary as identified through the planning process.
4. The advisor will be aware of the University Student Rules and will assist the organization with adherence to these expectations.

Section II. Replacement

If for any reason the advisor is no longer willing and/or able to fulfill the responsibilities, they will formally communicate this to the student organization and the Department of Student Activities in writing. The organization will then determine the appropriate course of action for replacing the advisor.

ARTICLE VII - Meetings

Section I. Regular meetings shall be held on alternating Tuesday evenings of each month.

Section II. The President and/or the faculty advisor(s) may call special meetings. **Section**

III. Majority present shall constitute a quorum for the conducting of business at any meeting.

ARTICLE VIII - Finances

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the MSC Student Organization Finance Center and/or the Fiscal Office. All funds must be deposited within one business day of collection. The advisor to this organization must approve and sign all expenditures before payment.

ARTICLE IX - Amendments and Revisions

Section I. Amendments

This constitution may be amended at any time by a two-thirds vote of the active members present, provided the proposed amendment is announced fourteen days prior and subject to approval. The constitution is reviewed annually and subject to the approval of the Department of Student Activities.

Section II. Revision

This document must be reviewed every year and resubmitted to the Department of Student Activities.