

# LISSO CONSTITUTION

## **Preamble**

The students of the School of Library and Information Science at the University of Iowa hereby establish the student chapter of the American Library Association, which shall, from now on, be called the Library and Information Science Student Organization with LISSO serving as its acronym.

Article I: Purpose

Article II: Membership

Article III: Officers and Duties

Article IV: Committees and Other Positions

Article V: Advisor

Article VI: Activities

Article VII: Elections

Article VIII: Finances

Article IX: Amendments

## **Article I: Purpose**

1. Facilitate and encourage participation in the American Library Association (ALA) and the Iowa Library Association (ILA), work to promote scholarly achievement and professional awareness among its members, and promote active, imaginative research in the field of Library and Information Science.
2. Increase awareness and use of the resources provided by the ALA to its members, as well as those provided by the University of Iowa and the School of Library and Information Science.
3. Provide a local forum for the exchange of ideas and information about trends, issues, and opportunities in the profession.
4. Promote involvement in professional activities beyond the classroom.
5. Develop skills and relationships that will enable students to have a creative impact within the profession.
6. Promote fellowship between SLIS students through social activities and events.

## **Article II: Membership**

1. All students admitted to and enrolled in the School of Library and Information Science at The University of Iowa are automatically members of LISSO and will have full voting rights on all LISSO governance decisions. Membership in ALA or ILA is not required for membership, but it is strongly encouraged.
2. In no aspect of its programs shall there be any difference in the treatment of persons on the basis of race, creed, color, religion, national origin, age, sex, pregnancy, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification which would deprive the person of consideration as an individual. The organization will guarantee that equal opportunity and equal access to membership, programming, facilities, and benefits shall be open to all persons. Eighty percent (80%) of this organization's membership must be composed of UI students.

### **Article III: Officers and Duties**

1. All current LISSO members are eligible to run for office.
2. The President will coordinate activities between LISSO and other organizations, set and run meetings, count the votes of the election, and delegate responsibilities to other board members as needed. The President will also represent the interests of SLIS students at faculty functions by invitation, including at monthly faculty meetings, and once yearly at the Advisory Panel meeting in the fall semester.
3. The Secretary shall be in charge of notes at meetings, general correspondence, notifying students of meetings, and aiding in program and conference coordination.
4. The Treasurer will aid the Secretary, collect dues and membership fees, if any, maintain the organization's financial records, and present financial reports, as well as submit budget requests to the University of Iowa Student Organization Business Office.
5. The Social Chair will aid the other officers, maintain LISSO's social networking accounts, and plan and coordinate social events with members of LISSO and SLIS faculty.
6. The Distance Student Representative will be the liaison between LISSO, SLIS, and the distance students, and will contribute to access and Zoom needs. The Distance Student Representative will aid the other officers as necessary, promoting the needs of the distance and teacher librarian cohorts.
7. The Executive Board shall consist of the above Executive Officers and the Faculty Advisor as Member Ex Officio. The Executive Board reserves the right to set up committees as necessary to aid in their functions.

### **Article IV: Committees and Other Positions**

The following committees and positions will be filled each year during the annual election process:

1. The Committee for SLIS Spaces, which shall oversee the use and maintenance of all the common SLIS spaces such as the Gunther Commons and the shared kitchen.
2. GSS Representative(s) who will serve as the SLIS representatives to the Graduate Student Senate and perform all duties requires as such.
3. B-Sides Journal and Project Editors, who shall oversee the student-led peer-reviewed journal and affiliated projects published through the School of Library and Information Science
4. One student shall also serve as the student representative on the faculty Curriculum Committee. This student representative does not have to hold a LISSO office.

### **Article V: Advisor**

The advisor for the student chapter of the American Library Association will be:

1. A current member of the faculty at the University of Iowa.
2. A current member of the American Library Association.

### **Article VI: Activities**

1. At the beginning of each semester there will be an organizational meeting. Subsequent meetings will be held as necessary throughout the semester.
2. Meetings shall be planned and convened by one or more member of the executive board. Some of the meetings may be held with all LISSO members present, while others may be solely among the executive board; the makeup of meeting attendees shall be dependent on the nature of

the meeting. Meetings may be for professional development, entertainment, and/or consideration of LISSO business.

3. Activities and programs sponsored by the chapter will be open to individuals who are not LISSO members.

#### **Article VII: Elections**

1. Offices will be held for one full academic year.

2. Nominations for offices will be accepted one week before the election.

3. Nominees may announce their intent to run for office or may be nominated by other LISSO members. All nominees will have the right to accept or refuse their nomination.

4. Incoming Officers will assume their duties in the semester following that of their election.

5. Incumbent officers may be reelected if continuing on in the program for another full academic year.

6. Any LISSO member, including those students who are graduating, is eligible to vote.

7. Votes will always be cast via anonymous and blind ballots to avoid coercion. To encourage all LISSO members to vote, ballots for the general election will be created through online survey software (e.g. Microsoft Forms, Google Forms) and distributed via the LISSO listserv to students' University of Iowa email accounts. Voting will remain open for one week.

8. The current President will tally the votes and announce the winners of the election. The nominee with the highest number of votes for each position wins the election.

9. In the event of a vacancy, the Executive Board will nominate an interim officer to serve until the next membership meeting, where only those present may vote on the replacement candidate(s).

10. The Executive Board may remove any individual holding an office by a majority vote. Appropriate cause and evidence must be provided to the Executive Board so that an investigation can be conducted. If an officer is removed, an election, as outlined in number eight above, must take place.

#### **Article VIII: Finance**

1. LISSO shall not collect dues or membership fees.

2. Funds shall be raised through budget requests submitted to the Student Organization Business Office and through fund raising activities.

3. Only designated members of the Executive Board shall have the ability to authorize expenditures.

4. The Treasurer is responsible for submitting budget requests and organizing fundraising efforts. Fundraising efforts shall follow all correct procedures outlined by the appropriate University of Iowa offices in terms of cash handling, logo licensing, and other student organization requirements and guidelines.

5. LISSO is required to deposit all receipts in and make disbursements through the Student Organization Business Office, Fraternity Business Services, or Recreational Services. Upon dissolution, state money and mandatory student fees revert back to the granting organization. Inactive organizations will be considered dissolved after five years of no account activity. Revenue generated dollars or "00 funds" must be divided as stated in this Constitution and carried out by our leadership. Our organization's remaining revenue generated dollars or "00 funds" will be divided or disbursed to the School of Library and Information Science. If this

organization has dissolved and revenue generated dollars or “00 funds” have not been divided as stated in this Constitution by five years from last account activity, funds in our “00 account” will revert to an account specified for this purpose within student government(s). These funds will then be available for distribution through student government(s) guidelines in accordance with University of Iowa policy.

#### **Article IX: Amendments & Ratifications**

1. The constitution may be amended at any LISSO general meeting, provided that the amendment(s) shall have been submitted at the last general meeting in writing.
2. Amendments to the constitution will be voted on and passed by a majority vote of the members in attendance at the meeting.
3. A majority of those present is necessary to ratify this constitution.