Constitution of the Women in Physics and Astronomy (WomPA)

Adopted on: Dec 2014

I. Name
   A. Women in Physics and Astronomy (WomPA)

II. Purpose
   A. Facilitate scientific literacy among the female population.
   B. Foster a sense of community among the members.
   C. Represent the issues and concerns of group members in the Physics and Astronomy Department
   D. Encourage girls and young women to pursue careers in STEM fields, especially Physics and Astronomy.
   E. Promote and support members in their scientific careers.
   F. Coordinate events and meetings to advance our knowledge and provide tools for career development.

III. Membership
   A. Membership is open to any graduate student, postdoc, and faculty/staff member of the Department of Physics and Astronomy at the University of Utah.
   B. Membership is open to persons of any gender.
   C. Membership is defined as belonging to the email mailing list and is voluntary.

IV. Meetings
   A. Meetings with members will occur on a monthly basis during the normal academic year.
   B. Meetings of the executive board will occur once a semester, and additional meetings as needed. These meetings can be called by any executive member.
   C. Further socials, workshops, and events will occur as required.

V. Executive Board
   A. The executive board is composed of members elected by the group members. These members are known as Coordinators.
   B. There is a minimum number of two with a maximum of five Coordinators. All Coordinators will share the organizational responsibilities of organizing group events and meetings.
   C. The responsibilities of Coordinators:
      1. Schedule Monthly Meetings
         a) Reserving Space/Room
         b) Sending Emails to members
c) Putting meeting on calendar
   d) Preparing an agenda, or topic of discussion for meeting.

2. Other Events
   a) Reservations
   b) Communicating with the members
   c) Put event on calendar
   d) Any other responsibilities required for the event.

3. Other
   a) Be available for members to discuss issues privately
   b) Represent members in department discussions and committees

VI. Elections
   A. Elections will occur once a year at the beginning of the spring semester.
   B. Nominations will be accepted from any WomPA member via email or in person.
   C. Upon acceptance of nomination, Coordinators will be confirmed by majority vote via informal elections.

VII. Funds
   A. Funds for events will be provided by the Department of Physics and Astronomy and will be negotiated by the group Advisor.
   B. Funds may be requested from ASUU.
   C. Funds may also be raised through group fundraising activities.
   D. Coordinators and Advisor may undertake grant writing for larger events.

VIII. Advisor
   A. There will always be a faculty advisor. The faculty advisor is Pearl Sandick as of the 2014-2015 academic year.
   B. If the faculty advisor should resign, a new faculty advisor will be selected using the voting procedure described in section VI. C. from among the Department of Physics and Astronomy with member input and approval of the Department.

IX. Ratification
   A. The constitution was ratified after discussion at a meeting. Member suggestions and input were incorporated into the constitution before a final vote at the following meeting a month later.
   B. All amendments to the constitution, will be voted on in a monthly meeting. All votes for changes must be advertised to members and discussed at a meeting. The vote will then take place at the next monthly meeting unless, it is at the end of the semester.
   C. All group decisions must depend upon all group members, defined as the email mailing list, having been informed and a period of at least
week will be given for comments, concerns, regulations and amendments.