

CONSTITUTION

The Pharmacogenomics Student Organization

1. Name

- 1.1 The Organization shall be called The Pharmacogenomics Student Organization, hereafter to be referred to as "the PGx Organization".

2. Purpose

- 2.1 To foster and promote the students in the pharmacogenomics program to come together to discuss the newest and most innovative related topics in the field of pharmacogenomics. The primary goal of the PGx Organization is to facilitate the students' academic and professional endeavors in the hopes of making its members more thoroughly informed on the latest research and findings pertaining to this ever-changing field.
- 2.2 The PGx Organization will abide by and support all established George Washington University policies.

3. Membership

- 3.1 Membership of the PGx Organization shall be open to every George Washington University registered student in the pharmacogenomics program
- 3.2 There will be No dues or membership fees. Members are free to withdraw from the PGx Organization at any time.
- 3.3 Membership is open to all students who complete a membership application form and are willing to participate in most activities set by the PGx Organization, regardless of ability, race, color, creed, gender, sexual orientation, national origin and citizenship.

4. Officers/ Executive committee

- 4.1 There will be 4 Officers of the PGx Organization, and they shall hold the following positions:
- Co-President: Executive Officer
 - Secretary: Executive Officer
 - Treasurer: Executive Officer
- 4.2 The affairs of the PGx Organization shall be controlled by a Executive Committee comprising the Executive Officers of the PGx Organization. The PGx Executive Committee shall meet at agreed intervals and not less than four times per year.

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The duties of the Executive Committee shall be:

- 4.2.1 To control the affairs of the PGx Organization on behalf of the Members.
- 4.2.2 To keep accurate accounts of the finances of the PGx Organization through the Treasurer. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting. The PGx Organization shall maintain a bank current account and the following Officers shall be authorized to deposit checks and/or cash. These Officers are: the President(s), Treasurer and Secretary.
- 4.2.3 To make decisions on the basis of a simple majority vote. In the case of equal votes, the President(s) shall be entitled to an additional casting vote.

5. Election of Officers

- 5.1 All Officers shall be elected at the Annual General Meeting of the PGx Organization, from, and by, the Members of the PGx Organization.
- 5.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

6. General meetings

- 6.1 The Annual General Meeting shall be held not later than the end of [March] each year. 15 clear days' written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member and posting the notice on the PGx Organization notice board. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least [7] days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than [7/14] days before the meeting.
- 6.2 The business of the Annual General Meeting shall be to:
 - 6.2.1 Confirm the minutes of the previous meetings.
 - 6.2.2 Receive the audited accounts for the time that has elapsed from the Treasurer.
 - 6.2.3 Receive the annual report of the Committee from the Secretary.
 - 6.2.4 Elect the Officers of the PGx Organization i.e President; Secretary; and Treasurer for the following year

NOTE: The agenda could provide for "Any Other Business", but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.

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- 6.3 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Members.
- 6.4 Decisions made at a General Meeting shall be by a simple majority of votes from those Members attending the meeting. In the event of equal votes, the President shall be entitled to an additional casting vote.

7 Finances/ Allocations of Funds

- 7.1 The PGx Organization will submit an annual Student Association budget request. Also, funds will be collected via fundraisers. Financial records will be kept by the treasurer who will be responsible of depositing the funds in the PGx Organization account. Expenditures will be based on the PGx Organization's needs.

8. Amendments to the Constitutions

- 8.1 Any proposed alterations to the PGx Organization Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Member of the PGx Organization. Such alterations shall be passed if supported by not less than two-thirds of those Members present at the meeting.