CONSTITUTION
College of Earth and Mineral Science
DEPARTMENT OF GEOGRAPHY
Affiliate Program Group

Article I - Name
The name of this organization shall be the Affiliate Program Group (APG) of the Department of Geography.

Article II – Purpose
The purpose of this APG shall be to stimulate the continued interest of all graduates of the department, to act as an advisory board to the department, and to provide a means whereby alumni may have enhanced relations and interactions with the department and for them to join together for the improvement of the Department in its entirety.

The purpose is not limited to the following:

1. Inform students about the career possibilities in Geography, and prepare them for the professional challenges they will face in the field.
2. Ensure that students in the program are informed about the current and ongoing issues in the Geography field from the practical prospective of the members.
3. Mentor students in the program so they have the skills and knowledge base they need to be successful in the workplace.
4. When possible, work with student organizations to establish beneficial programs, including alumni guest speakers and tours of agencies and other alumni worksites.
5. When possible, provide and enhance student internship and career opportunities.
6. Provide opportunities for APG members to share ideas, network, and learn from each other about other areas of Geography.
7. Act as ambassadors for Geography, and when practical to the rest of the College of Earth and Mineral Sciences and the University Community as a whole, so that they know that our alumni play important roles in the community.
8. When possible, honor and award individuals for outstanding achievements through the Geography APG.
9. When possible participate in outreach activities such as EMEX, TOTEMS and Coffee Hour.

Article III – Membership
Membership in this APG is open to all graduates of this department, regardless of their membership in the Penn State Alumni Association. Membership will be conferred upon graduation from the program. Membership will be free to all members.

Section 1: Associate membership may be granted to non-alumni of Penn State upon approval of the Board of Directors.
Section 2: Honorary Membership - When appropriate, the Board of Directors may designate non-alumni as Honorary Members in recognition of acknowledged eminence in some area of geography or who have rendered outstanding service to the Geography Department.

Article IV – Officers
Section 1: The officers of the APG shall be President, Vice President and Secretary-Treasurer.
Section 2: Terms of all officers shall be for two years, commencing on the 1st of January following the time of election. The APG Board of Directors shall elect the officers.
Section 3: When an office becomes vacant, it will be filled via appointment by the Board of Directors. The appointee will hold the office until the next scheduled election for that office.

Article V – Duties of Officers
Section 1: The President shall preside at all meetings and shall be responsible for general supervision of all activities of the society.
A. All committees shall be appointed by the President with the approval of the Board of Directors.
B. The President shall serve on all committees as an ex-officio member.

Section 2: The Vice President shall preside in the absence of the President and shall perform such duties as may be assigned by the President.

Section 3: The Secretary-Treasurer shall be responsible for the recording and reading of minutes of all meetings, take care of correspondence, and shall be responsible for reviewing and reporting on the finances of the APG.

Article VI – Board of Directors
Section 1: The affairs of the APG shall be conducted by a Board of Directors consisting of 5 members, of which 5 are voting members:
A. Three to be elected at large from the department alumni and shall be permitted to vote. One of the three members should be a World Campus graduate.
B. Two to be appointed by the department head from the department alumni and shall be permitted to vote.
C. The immediate Past President of the APG may attend but shall not be permitted to vote.
D. A current faculty member to be appointed by the department head can be a member but shall not be permitted to vote.
E. Department Head and Assistant Department Head shall serve as ex-officio members and shall not be permitted to vote.

Section 2: The Board will elect the APG officers: President, Vice President and Secretary-Treasurer. They shall be alumni of the Geography.

Section 3: All actions of the Board of Directors shall be decided by a majority vote. A majority vote shall be defined as a simple majority of those present at any regular or duly called meeting of the APG Board of Directors when a quorum is present. A quorum shall consist of three voting members of the Board of Directors.

Article VII – Election of the Board of Directors
Section 1: All members shall be elected or appointed to the Board of Directors for two-year terms. The exception to this is when the Board is initially constituted, at which time two of the
Board members will be appointed to a one-year term, one shall be appointed to a two-year term and the rest appointed to a three-year term.

Section 2: The three at large members can self-nominate, be nominated by the Board, by the department, or by any APG member. Elections will occur every two years by ballot to all APG members. The exception to this is when the Board is initially constituted, at which time two of the at-large members will be appointed to a one-year term and one shall be appointed to a two-year term.

The nominations will be posted on the web and the membership will be notified of this electronically three months prior to the election. For those members without an e-mail address, the list of candidates will be sent by mail. Additional nominations from Geography APG members may be made over the next 30 days after the list of candidates is sent to the membership by mail provided that the nominee has agreed to be nominated.

Section 3: With the exception of ex-officio members and the immediate Past President, no officers or other members may be elected or appointed for more than three consecutive two-year terms.

Article VIII – Meetings
Section 1: At least one regular meeting of the APG shall be held each year to be known as the annual meeting, and shall be held on the date and at the place fixed by the Board of Directors.

Section 2: Special meetings of the APG shall be called at the direction of the APG President. Written notices of the annual meeting and of the special meetings shall be sent out by the Secretary-Treasurer at least six-weeks in advance of the meeting.

Section 3: The Board may meet at the direction of the APG President or at the request of the majority of the members of the Board.

Section 4: Committees shall meet at the direction of the committee chair, or at the request of the President.

Section 5: With the exception of the annual meeting, any meetings of the Board of Directors may be conducted via conference call if desired by a majority of the members of the Board.

Article IX – Amendments
Section 1: This Constitution may be amended by two-thirds vote of APG members present at the annual meeting provided (1) the amendments shall have been placed before the Board of Directors at least two months before the meeting at which such amendment is acted upon; and (2) the amendment(s) have been acted upon favorably by a majority of the Board.

Section 2: This Constitution and its amendments must not be in conflict with the constitution of the GEMS, or the rules and regulations for the constituent societies as established by the Executive Board of the Penn State Alumni Council.