

Sales & Trading and Asset Management Society Constitution

Article I (Name)

The name of the organization shall be the Sales & Trading and Asset Management Society (STAM).

Article II (Objective, Aims, or Purpose)

The purpose of the Sales & Trading and Asset Management Society (STAM) is to provide an opportunity for highly qualified students at the Wisconsin School of Business and beyond to further their interests towards a career within global capital markets. This organization is designed to enhance those students with an existing finance education by supplementing hands-on opportunities to engage with classroom ideas and “real world” applications. As a result, the skillsets gained from participating in this organization will increase the marketability of our members to recruitment pipelines of those in the external finance community with roles related but not limited to financial markets, sales & trading, and asset management.

Article III (Membership and Eligibility Criteria)

Section A: Membership is open to any enrolled University student who:

1. Are selected after an approval from board members.
2. Maintains a cumulative GPA of 3.2 or above
3. Is an undergraduate student attending the University of Wisconsin-Madison with second-semester freshman or sophomore status

Section B: Dues and collection procedures (if any)

1. The amount of annual dues shall be determined each semester by board members with a vote from all board members if changed. Dues shall not exceed \$100 per semester.
2. The fiscal year of the organization shall be from August 1st to July 31st.
3. The disbursement of dues shall not be based on race, creed, religion, sex, or national origin.

Section C: Attendance and Preparation Requirements

1. Members are permitted two unexcused absences per semester from any mandatory events. Any additional unexcused absence will result in evaluation of membership by board member, where a final decision will be made by the current president.
2. Members are expected to be prepared and professional for each meeting based on their assignment prior to that meeting from either the executive board or alumni guests.

Section D: Behavioral Disciplinary Action

1. If members engage in illegal, inappropriate, or dishonest behavior within or outside of the organization, the board may vote to terminate their membership.

Article IV (Voting and Decisions)

Section A: A quorum will be a majority of members present.

Section B: Each member in good standing may vote.

Section C: Proxy voting is not allowed without the consent of the board members.

Section D: All voting on decisions must be made by the students

Article V (Officers)

Section A: Sales & Trading and Asset Management Society (STAM) shall have a President, Vice President(s), and/or a Secretary and a Treasurer. These officers comprise the Board.

Section B: All board officers must be members of the Sales & Trading and Asset Management Society (STAM) and UW-Madison Students.

Section C: The term of office for all positions shall be a full semester.

1. If an officer is unavailable to serve a full year term due to study abroad or co-op commitments, he or she must notify the board at least five weeks prior to the end of the first semester in office.
2. If the board receives notice that a board member is stepping down, a mid-year election will be held.

Section D: Election of officers shall be held once per academic year in May

1. Mid-year elections will only take place if a board member steps down

Section E: Any unplanned vacancy that may occur in an office shall be filled by appointment by the remaining board members pending ratification at the next group business meeting.

Section F: If there is an officer consensus that a board member is not fulfilling his/her duties, the board must first notify the member. If the officer continues to not fulfil his/her duties, a vote amongst all the officers will be held about officer removal. The vote to remove an office must be unanimous.

Article VI (Duties of Officers)

Section A: The President leads weekly club and board meetings, bears responsibility for all aspects of the club's operations, and provides vision for all club day-to-day and strategic efforts.

Section B: The Vice President of Internal responsibilities include, but are not limited to, member recruiting, maintenance of all University-related relationships and outreach, club institutionalization strategy development, and maintenance of club website

Section C: The Vice President of External Development's responsibilities include, but are not limited to, member recruiting, maintenance of all University-related relationships and outreach, club institutionalization strategy development, and trip planning.

Section D: The Vice President of Member Relations responsibilities include, but are not limited to, coordination of valuation sessions, senior focuses, speaker events, club socials, and all other aspects of club day-to-day operations, and disciplinary action for members.

Section E: The Vice President of Finance responsibilities include, but are not limited to, maintenance of the club budget, collection of dues, reimbursement coordination, and a variety of other administrative-support-related endeavors for club activities.

Section E2: In the event that the organization dissolves, the VP of Finance will work with the advisor to allocate any remaining funds.

Section G: Advisor

1. The advisor shall assist the group in their execution of roles and responsibilities.
2. The advisor shall provide feedback to the organization regarding its operation and functioning.
3. The advisor shall serve as a resource.
4. The advisor should provide advice upon request, and also should share knowledge, expertise, and experience with the group.
5. The advisor will be a nonvoting member of the organization.

Article VII (notice of meetings)

Section A: The times for regularly scheduled mandatory meetings shall be communicated through an official email organization email to all active members.

Section B: At least 1 days notice shall be given for each regular business meeting.

Section C: Special or emergency meetings may be called with less than 5 hours/days notice by the Executive Board.

Article VIII (parliamentary procedure)

Section A: *Robert's Rules of Order Revised* is suggested to be followed by the organization in all cases involving parliamentary procedure when it does not conflict with the constitution.

Section B: The rules may be suspended by two-thirds vote of the present membership.

Article IX (Non-Discrimination)

STAM cannot discriminate against its members or any potential members and pledges to abide by the UW System non-discrimination statement which states:

"The University of Wisconsin–Madison (University) is committed to providing equal opportunity and equal access and to complying with all applicable federal and State of Wisconsin laws and regulations and University of Wisconsin System (UWS) and University non-discrimination policies and procedures.

The Office for Equity and Diversity (OED) has responsibility for conducting investigations of complaints of discrimination on behalf of the University. A series of definitions and questions and answers containing details on the University's investigative processes are found below. The definitions and questions and answers are meant to help employees, applicants

for employment, students, applicants for admission, and anyone using the University's programs or activities, including visitors to campus, understand how the University defines discrimination; what types of discrimination are prohibited in the University's programs and activities; how and where to file a complaint of discrimination; how complaints of discrimination are investigated; and, the possible outcomes of an investigation. They also contain information on what other governmental agencies may have jurisdiction over their concerns.

Each complaint of discrimination, discriminatory harassment, or retaliation is reviewed on a case-by-case basis consistent with the University's investigative procedures, federal and State of Wisconsin statutes and regulations, and UWS and University policies and procedures. Discrimination complaint investigations will be carried out in a manner consistent with the protection of individual First Amendment rights to freedom of speech, expression and academic freedom.

Individuals making a complaint of discrimination or taking part in an investigation relating to discrimination or opposing discrimination are protected against retaliation by University employees. As a matter of University policy, it is prohibited to use University technology (computers, e-mail systems, voice mail systems, and webpages) in any manner that would result in discrimination on any of the bases listed on our website under Filing Complaints."

Article X (Amendments)

Section A: If an amendment is proposed, a vote with all active members in good standing will be held. A vote to amend must have a two-thirds vote majority to pass.