



Industrial Designers Society of America Iowa State University Student Chapter

Article I – Name, Purpose, Compliance, and Non-Discrimination

The name of this organization shall be "**Industrial Designers Society of America Student Chapter**" at Iowa State University. (IDSA at ISU)

The Industrial Designers Society of America (IDSA) is the oldest (and only) professional society of industrial designers in the United States. Their mission is to promote the practice of industrial design through education, information, community and advocacy," (idsa.org/events/what-id). Colleges and universities with programs in industrial design and related design disciplines provide rich environments for students to organize around their career aspirations through IDSA Student Chapters. This type of organization allows for leadership development through student officers who are elected by their peers. The chapters have recognition from IDSA and are authorized to use the name and abbreviation in their fulfillment of the mission of IDSA and of the chapters.

Section I – Purpose

The Industrial Designers Society of America's purpose is to promote the practice of Industrial Design through Education, Information, Community, and Advocacy. IDSA provides valuable resources to Industrial Design students to enable them to enhance their skills as designers, create meaningful connections, and grow as professionals for starting their careers.

Section II – Statement of Compliance

Industrial Designers Society of America Student Chapter at ISU abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. Industrial Designers Society of America Student Chapter at ISU agrees to annually complete President's and Treasurer's Training.

Section III – Non-Discrimination Statement

Iowa State University and Industrial Designers Society of America Student Chapter at ISU do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or veteran status.

Article II - Membership

Section 1: General Membership

Membership shall be open to all registered students at Iowa State University with an interest in Industrial Design

Section 2: Associates or Guests

Associates or guests may participate in organization events. These may include alumni, ISU professional staff or faculty, and design community members. An associate or guest may not act as or have the same privileges as a member or serve as an executive officer or committee chair.

Article III - Officer Positions

Section 1 - Positions

a. President

The President is the visionary leader for the chapter. The President is responsible for setting goals and a vision for IDSA, effectively representing the chapter to the community, building future leaders, and providing motivation and support to the executive board. The President presides over executive board meetings and communicates closely with the chapter advisor.

b. Vice President

The Vice President shall serve as an assistant and collaborator to the president and as a manager to the exec board. They will ensure goals are being met and that the chapter is running smoothly by attending committee meetings, maintaining communication with officers, and providing additional support if needed. In the absence of the president, the vice president may fulfill any of the duties of the president.

c. Treasurer

The Treasurer is responsible for monetary matters of the chapter. The treasurer must keep accurate records for the long-term financial security of IDSA and demonstrate financial wellness practices, including the ethical spending of funds. The treasurer holds the chapter P-Card and approves transactions in partnership with the chapter Advisor.

d. Secretary

The Secretary is the principal record keeper for the Chapter. They are responsible for documenting board meetings, maintaining the chapters Google Drive and Miro, sending out email announcements, overseeing officer elections and transitions, ensuring the chapter is adhering to its constitution, and proposing amendments when needed.

e. Professional Development Chair

The Professional Development chair and their committee shall be responsible for curating events tailored towards building future professionals in Industrial Design. Events such as hosting guest speakers, career prep, and professional skill building workshops aim to increase knowledge and awareness of the field. Additionally, they will source and promote opportunities to students such as internships, career fairs, and other on campus events and resources. They shall also serve as a networking position to alumni and industry professionals.

f. Social Engagement Chair

The Social Engagement chair and their committee shall be responsible for curating community social events that foster a positive and inclusive design community. Additionally, they shall work to develop a close relationship with members to obtain feedback from the student body to be passed on to IDSA, the Industrial Design department, and the College of Design.

g. Academic Outreach Chair

The Academic Outreach chair and their committee shall be responsible for curating skill-building workshops that complement the Industrial Design curriculum. Additionally, they shall serve as an outreach position through these events to bring in students from the campus community, particularly, the College of Design and Core program.

h. Fundraising Chair

The Fundraising Chair shall be responsible for overseeing all fundraising activities for the chapter. They will work with their committee to plan fundraisers and design merchandise to sell at IDSA events throughout the year.

i. Marketing Chair

The Marketing Chair and their committee shall be responsible for supporting the marketing needs of the chapter by promoting chapter activities, events, and initiatives through designing flyers and management of the chapter social media pages.

Section 2 - Qualifications for Officer Positions

Officers of this organization must meet the following requirements:

- (a) Enrolled in the Industrial Design program at Iowa State
- (b) Physically present at ISU for the full academic year
- (c) Be in good standing with the university and enrolled: at least half time
- (d) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment, and semesters during the term of office. For undergraduate, graduate, and professional students, the minimum GPA is 2.00.
- (e) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed
- (f) President and Vice President are required to have previous IDSA board experience

Section 3 - Risk Management

The president shall serve as the designated risk management officer for the chapter by...

- (a) helping minimize potential risks for club activities,
- (b) recommending risk management policies or procedures,
- (c) submitting documentation to ISU's Risk Management Office and
- (d) ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

Section 3 - Addition of New Positions

New positions may be proposed by the president to assist the chapter as needed.

Article IV - Elections

Section 1 - Election of Officer Positions

Elections will happen annually at the end of April, prior to dead week, for the following academic year. Candidates will apply via an online form and submit a statement of candidacy for the role they are seeking. A ballot form will be released a week later where members will have 2 days to cast their votes for officer positions. The votes will be counted and announced the following day. If there is a tie, a runoff election will be held between the top two candidates.

Section 2 - Election of the President and Vice President

The President and Vice president shall be elected under a ranking system. The candidate who receives the most votes for president shall assume the position of President. The candidate who receives the second most votes for president shall assume the position of Vice President.

Section 3 - Terms of Service

Officers will hold office for one academic year. An officer can be re-elected to the same position.

Article V – Methods for Removing Members and Officers

Section I- Member Removal

If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization's advisor.

Section II - Officer Removal

Impeachment or removal of an officer may be considered if an officer fails to uphold the duties of their position or commits wrongdoing against another club member. Impeachment proceedings may be initiated by a written complaint submitted to the President. If impeachment charges are being brought against the President, the written complaint should be submitted to the Vice President. At the next Executive Board meeting, the officer will have 5 minutes to speak in front of the board. The Executive Board may act for removal upon a two-thirds affirmative vote of the board in consultation with the organization's advisor.

Section III - Officer Vacancies

To fill an officer vacancy from removal or resignation, the president may appoint a replacement to serve until the next election.

Article VI - Advisor

Section 1: Qualifications

Advisors of this student organization must be a full-time faculty member of the Industrial Design program. If a person is serving as an advisor who is not a member of the above classification, a co-advisor must be chosen who is.

Section 2: Duties

The Advisor shall serve as the primary liaison between the chapter and the Industrial Design Department, provide feedback to IDSA regarding its operation and activities, serve as a resource of knowledge, connections, and expertise, and meet with the executive board on a regular basis.

Section 3: Method of Selection

Advisor candidates shall be verbally nominated by officers at a predetermined officer meeting. A candidate may be elected through a 2/3 majority vote of officers. Officers will vote through a show of hands. All officers must be present for a vote to occur. Once a candidate is selected, the President will contact the Advisor candidate to offer the position. If the Advisor candidate declines, the officers of the organization will repeat this process.

Section 4: Term of Service

The Advisor of the organization shall serve an indefinite term length at their leisure unless otherwise removed by the exec board.

Section 4: Impeachment/Removal

Impeachment proceedings for the Advisor shall follow the same format as officer impeachment proceedings as detailed in Article V Section 2

Article VII – Finances

Section I - Organization Finances

- a. All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Advisor to this organization must approve and sign each expenditure before payment.
- b. Finances are to only be used for expenditures pertaining to IDSA. Added expense may be required from individuals participating in events and going on trips as needed.
- c. The treasurer is responsible for all P-Card transactions, allocations, and receipts.

Section II - Dues

There will be no dues for the Design Council until discussed otherwise by the current executive team.

Section III - Dissolution of Organization

If the organization is to dissolve, members of the Executive Committee will vote on proper disbursement of funding.

Article VIII – Amendments and Ratification

A proposal to amend this constitution may be extended to Officers by any voting member of the organization. Proposals should be presented at the next executive board meeting. The constitution may be amended with a 2/3 vote of executive board members in consultation with the organization's advisor. The amended constitution shall be submitted within 10 days to Student Engagement for approval.

Bylaws

Section I - Membership Categories

a. Membership of INDD Students

Students enrolled in the Industrial Design Program are given academic membership to the national chapter of the Industrial Designers Society of America and are given sole voting rights in elections.

b. Membership of non INDD Students

Other students with interest in Industrial Design are allowed to join IDSA. Those who are enrolled in the College of Design Core Program can gain non academic membership while they are in Core. Students from other majors or those who do not continue into Industrial Design after completion of Core may become members without voting privileges.

Section II - Guidance of Goals according to Pillars

1. Promotion of Industrial Design through Education

This goal should direct the chapter towards furthering the education of industrial designers.

2. Promotion of Industrial Design through Information

This goal should direct the chapter towards informing the general public about the practice of industrial design.

3. Promotion of Industrial Design through Community

This goal should direct the chapter towards building community around the practice of industrial design.

4. Promotion of Industrial Design through Advocacy

This goal should direct the chapter towards advocacy for the practice of industrial design and its contribution to new sectors.

Section III - Logos and Style Guide

All official media must be approved with the Marketing chair and be compliant with the chapter's style guide