**Article I: Name**

The name of this organization shall be Suicide Awareness Organization at Iowa State University.

**Article II: Purpose**

Section One: The Suicide Awareness Organization shall operate in regards to breaking down the stigma of suicide. The organization will seek to inform Iowa State’s student population of alternatives to suicidal actions and of clinical support resources offered on campus. Thus, the organizations primary audience is the students and affiliates of Iowa State University. The Suicide Awareness organization will also hold events to raise funds for suicide research and development. The Suicide Awareness Organization is not an entity of Student Counseling Services and is not a support group. Nor does the organization claim to offer clinical support. Any consultation services or emergencies should be brought to health professionals.

**Article III: Statement of Compliance**

Section One: “Suicide Awareness Organization” abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations.

Section Two: “Suicide Awareness Organization” agrees to annually complete President’s Training, Treasurer’s Training and Advisor Training (if required).

Section Three: “Suicide Awareness Organization” officers agree to annually complete training provided by Iowa State University Student Counseling Services. This counseling will communicate best practices for dealing with individuals who may be contemplating suicide or may be affected by grief, loss or suicide of another.

**Article IV: Non-Discrimination Statement**

Iowa State University and Suicide Awareness Organization 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 status as a U.S Veteran.

**Article V: Membership**

Membership is available to all registered students of Iowa State University.

Attendance Policy-

The members will be held to a three-strike policy regarding attendance. After the absence of three mandatory meetings, the member will be asked to speak before the Executive Committee. If the individual misses the appointed meeting for their hearing their membership is automatically revoked. The hearing is held in order to justify the membership of the individual. An anonymous write in voting process will be used to determine if the individual will maintain their membership within the Suicide Awareness Organization.

**Article VI: Risk Management**

The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to Suicide Awareness Organization, [c] to submit documentation to ISU’s Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization’s events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

**Article VII: Officers**

Officer Duties and Term of Service-

**President**

* Preside over all meetings
* Ensure the organization operates according to the constitution and the regulations set by Iowa State University and Student Activities Center
* Maintain communication with advisers
* Assess Risk Management

**Vice- President**

* Preside over meetings for which the President is absent
* Schedule meetings/events with proper University offices
* Coordinate organization promotion and publicity of events

**Secretary**

* Keep record all organization meetings and post for members
* Maintain membership directory
* Correspond when necessary with University administration and other recognized organizations
* Arrange fundraising events for organization

**Treasurer**

* Maintain record of organization transactions
* If applicable, collect dues
* Create organization budget that passes 2/3 vote
* Cosign organization checks along with adviser
* Solicits additional funding if needed from the Student Government
* Association in conjunction with the President

**Adviser**

* Maintain communication with President
* Cosign organization checks along with Treasurer
* Awareness and approval of financial expenditures
* Ensure that the organization abides by the Purpose Statement in Article I

All officers will form the Executive Committee. The Executive Committee will meet in addition to the organization meetings.

Date of Officers-

The term of office will be two consecutive years. Office will then be up for renewal on the 30th of September.

Method of Selection of Officers-

Election of officers will be held to the majority vote of the general membership. If this results in a tie, then all the candidates with the equally high votes will then be voted on through write in. The write in(s) will include one of the candidates for election per vote. The votes will then be counted by an existing officer, which will then be determined by majority. Members interested in becoming an officer must meet the academic standards as set by the Student Organization Recognition Policy.

Removal/Replacement of Officers-

Officers may be removed from office by a ½ vote of the Executive Committee. The officer is permitted to participate in the deliberation of the Executive Committee regarding the charges. Upon an unscheduled vacancy or removal, the office will be opened to members of the organization from the determined date. The Executive Committee will discuss candidates that the President will appoint a member within a week after a hearing from the Executive Committee. Reasons for removal:

1. Failure to comply with the “Attendance Policy”
2. Failure to complete annual training provided by the Student Counseling Services as described in “Article III - Section Three”
3. Any actions that jeopardize the integrity of the Suicide Awareness Organization

Minimum Cumulative GPA for Officers-

The officers of this organization must meet the following requirements:

“(a) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(b) 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. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b)."

**Article VIII: Advisor(s)**

Advisor Duties-

The duties of the Advisor are to obtain communication to the President of the organization. The Advisor also has the option of being present at any meetings of the organization or the Executive Committee. Specific duties of the Advisor are highlighted within Article VII. The Advisor may propose or discuss further actions via the President directly, or to the entire Executive Committee. Although it is not mandated that the Advisor be present, it is preferred that at least one advisor be present at every meeting to properly assess troubled students or persons coming forth.

Method of Election/Selection of Advisor(s)-

Advisors will not be limited to an election basis when joining the organization. However, the Advisor will be selected and will become officially recognized through the written approval of the organizations President.

Advisor Term of Service/Removal Policy-

Advisors will not be required to serve the organization for any period of time. Thus, the advisor is “permanent” but may choose to step-down from the position at any time. However, the Advisor may be removed from the advisory position at any time during their service. This being stated, the advisor will have the opportunity to be present at the Executive Committee addressing the proposed “removal.” A ½ vote is required from the Executive Committee via write in to justly remove the individual(s). Upon removal, an advisor will need to be replaced.

Replacement of Advisor-

The replacement process will be under the orders of the Executive Committee to successfully fill the position in a timely manner. Thus, the Committee will by determine candidates that the President will deem the individual best fit for the position. It is the responsibility of the President to communicate with and assign the newly appointed advisor.

**Article IX: Finances**

"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 Adviser to this organization must approve and sign each expenditure before payment." The Suicide Awareness Organization asks each member and officer to pay a ten-dollar annual fee. All membership fees are due within six months of joining the organization or anytime during the fall semester for pre-existing members. A student who cannot afford to pay their dues may request the fee be waved by contacting the Suicide Awareness Organization board.

**Article X: Amendments & Ratification**

Highlighted below is the process of Amending & Ratifying the Constitution:

Any Amendment or Ratification to the Constitution of this organization will need to receive a majority vote from the Executive Committee. In order to officially amend or ratify the Constitution the proposal must be written and also must be noted by the Advisor(s). If any Advisor finds the change to be unjust or detrimental to the organization they must inform the President and the bill will be “frozen” for one calendar week. The President can veto the bill at any point in the amendment process. A veto may be overcome by a 2/3’s vote by the Executive Committee or a ¾’s vote by the members of the organization.