

# IMPACT

(Innovators Making Positive Advances in Creative Technologies)

*“Everything we do is behind one vision: to create an extraordinary world.”*

Our vision is to encompass many backgrounds and skills at Iowa State University and tackle real-world challenges. Our goals are to introduce students to today's leading-edge ideas and technology, and allow them to apply what they have learned in the classroom to make it tomorrow's technology. We also want to expand and collaborate with other universities throughout the world. IMPACT also actively seeks opportunities for outreach within the community to educate and encourage interest in STEM fields.

- I. IMPACT will provide an open and creative space to formulate ideas:
  - a. No project will be dismissed based on:
    - i. Presenter of the project
    - ii. Subject matter of the project
  - b. Each project will be given the same chance for discussion/development
    - i. A simple majority vote will be used to choose the club project
    - ii. If there is interest in multiple projects which could be done simultaneously given club resources available, then multiple projects can be taken on
- II. Board Members
  - a. The board will be composed of:
    - i. 2 co-presidents
      1. Technical – will be responsible for leading general meetings and communicating with project leads on project updates. They will also assist in solving technical issues raised by members as they pertain to the active projects
      2. Legal – will be responsible for communicating with the University and keeping the club up to date on all paperwork to stay compliant with the University. They will also assist with general meetings as needed by the technical president
    - ii. Risk management - will be responsible for identifying possible safety concerns associated with club activities and getting necessary documents, equipment, or advice as needed to safely carry out any activity of the group or it's members. They will also be the designated point of contact for any emergency situations and be designated to handle risk management through the ISU Student Organization portal. This role may be performed by another sitting board member as part of their position
    - iii. Treasurer – will be responsible for club finances. This includes maintaining a budget and managing incomes and expenses

- iv. Public Relations – will be responsible for communicating with possible company sponsors and for advertising the club on the campus and keeping social media outlets up to date. They will also be responsible for setting up community outreach opportunities
  - v. Secretary—will be responsible for keeping meeting minutes for both general and administrative meetings, as well as maintain documentation of subsystems
  - vi. Advisers - will be responsible for reviewing and signing documentation needed by the club for university compliance and competition requirements in a reasonable timeframe. They will also assist in solving problems faced by the club and give referrals to other professors for assistance as deemed beneficial by the adviser, provided a reasonable amount of time and communication has been given by the club in asking for such help. If any members have concerns with university guidelines, the adviser will help resolve these concerns. The advisor may join any and all general club meetings and/or administrative board meetings as they choose
- b. Elections
    - i. Club members can run for any board position
    - ii. The sitting board will then select the members of the following year’s board from running candidates through a two-thirds supermajority
      - 1. This will take place at the final meeting of the spring (April)
    - iii. Positions vacated during the semester will be filled within one week using the same method
  - c. The board will meet weekly as needed to prepare for meetings
  - d. See “Required ISU disclosure” XII for information about board requirements

### III. Finances

- a. The treasurer is responsible for club finances
- b. Three primary routes for funding exists:
  - i. Funds from other University Organization (e.g. ESC, GSB)
  - ii. Funds from companies and sponsors
  - iii. Funds from fundraising activities
- c. Funds that come with stipulations which limit club activities cannot be accepted
- d. Expenses must be agreed upon by the board
- e. See “required ISU disclosure info” for more detail on finances

### IV. Meetings

- a. Weekly general meeting frequency, length and location will be determined by the administrative board each semester
- b. Meetings will be held in an on-campus classroom

## REQUIRED ISU DISCLOSURE

- V. The name of the group shall be IMPACT (Innovators Making Positive Advances in Creative Technologies)

- VI. IMPACT abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations
- VII. IMPACT agrees to annually complete President's Training, Treasurer's Training, Advisor Training, and any other ISU requirements.
- VIII. Iowa State University and IMPACT do not discriminate based on 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
- IX. IMPACT is open to all majors at Iowa State and membership is open to all registered students in good standing with Iowa State University
- X. A board member will serve as the designated risk management officer. 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 IMPACT
  - c. To submit documentation to ISU's Risk Management Office as needed
  - d. To ensure that Iowa State University policies are followed at all the organization's events
  - e. To ensure that proper waivers and background checks are on file with Risk Management for events (if applicable)
- XI. 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).
- XII. 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. All funds must be deposited within 24 hours after collection. The adviser to this organization must approve and sign each expenditure before payment.
- XIII. Advisers will be selected by the board and will serve at their leisure while a faculty member of ISU from a list of potential advisors generated by club members. Advisers will be allowed to justify their position if the club believes an alternative adviser would serve the club better.
- XIV. Open communication will be the best format for dealing with internal conflict. All information will be public, provided it does not violate any laws to publish that information. The president will be responsible for managing that risk

- XV. Should an officer consistently fail to perform their duties, that officer can be removed from their position by the sitting president or a group decision by club members. This will take place after a conversation with the club's president
- XVI. Dues will be collected from the members
  - a. Dues will be \$1.00 per member for the academic year