

3D Printing & Design Constitution

Article I Name:

The name of this organization shall be named “3D Printing & Design” at Iowa State University.

Article II Purpose:

The purpose of this organization is to educate the members about the process of 3D printing, and to improve 3D printing and design skills for future job and hobby applications. The club’s activities will consist of designing projects in 3D softwares, printing components, and applying project finishing (sanding, painting, etc.)

Article III Statement of Compliance:

3D Printing & Design abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. 3D Printing & Design agrees to annually complete President’s Training, Treasurer’s Training and Adviser Training (if required).

Article IV Non-Discrimination Statement:

“Iowa State University 3D Printing & Design 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 shall be open to all registered students in good standing at Iowa State University.

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 (name of student 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 - Runs meetings, send emails, and put together slideshows.
 - Vice President - Runs 3D Printer, and manages members.
 - Treasurer - Collects Dues, handles finances, and purchases equipment.
 - Terms of Service will apply until an officer either graduates or drop the club.
- Method of election of officers— New officers will be elected by simple majority.
- Date(s) for election of officers—When an opening for an officer position is available, an election will be held in the last meeting of Spring semester.
- Impeachment/Removal of officers—In order for an officer to be impeached, a member of the organization must write a handwritten letter to the club, then must have a 2/3 vote in order to successfully impeach an officer. The officer under investigation will have the opportunity to speak in front of the club. For example, if an officer is regularly not attending club meetings or fulfilling their duties, any member or officer of the club can then write a impeachment letter to the club.
- Replacement of officers—If an officer's position opens up, a replacement election will be held according to standard procedures.
- 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 2.0 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 Adviser:

All recognized student organizations at Iowa State University must provide a general statement about the duties and method of selection of the club's adviser. Discuss adviser duties, terms of service, method of election, selection or appointment, impeachment, and replacement of advisers here.

- Adviser Duties— The duties of the elected adviser are to (1) occasionally attend meetings to assure the club is in good standing and (2) to approve and sign each expenditure before payment.
- Method of election/selection of adviser(s)— The adviser will be appointed by the officers, in the department of engineering or design.
- Adviser(s) Term of Service—The adviser will serve at his or her leisure.
- Impeachment/Removal of Advisers—If the adviser is to be impeached, the officers will take a vote, and need a 1/2 vote to approve. The adviser will have the opportunity to speak to the officers.
- Replacement of Advisers—A replacement adviser will be chosen by the officers, and will be immediately appointed.

Article IX Finances:

All finances of the organization will be ran by the treasurer. If the club is to be dissolved, all equipment will be returned to the department of engineering, and any leftover monies will be used towards reimbursing club dues. 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.

Dues: \$15 a semester or \$20 for the year. Dues will be collected in the first three meetings of the organization. These dues will cover 500 grams per semester or printing. Additional printing credits (grams) may be an additional charge.

Article X Amendments:

Amended or ratified constitution should be submitted within 10 days to Student Activities Center for approval.

Amendments for the constitution should be written and brought before the officers to be voted upon. A 2/3 vote will be needed to ratify the constitution.