***The Constitution***

***of***

***Collegiate Recovery***

***of***

***Iowa State University***

***Preamble***   
We, the members of Collegiate Recovery do hereby establish this Constitution in order that our purpose be realized to its fullest extent.

**Article I - Name:**

The name of this organization shall be Collegiate Recovery at Iowa State University.

**Article II - Purpose:**

Section 1. Collegiate Recovery will look to build community and promote social support to students in recovery and to students seeking recovery from substance use.

**Article III - Statement of Compliance:**

Section 1. Collegiate Recovery abides by and support established Iowa State University policies, State and Federal Laws. Collegiate Recovery agrees to annually complete President’s and Treasurer’s Training.

**Article IV - Non-Discrimination Statement:**

Section 1. Iowa State University (and Collegiate Recovery) 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:**

Section 1.

1. Membership shall be open to all registered students at Iowa State University.
2. Students can join Collegiate Recovery at any time during the year.

**Article VI - Officers:**

Section 1. President

* The president will help run Collegiate Recovery meetings
* The president will work with the staff advisers on general oversight of organization that it is operating in conformity with standards set forth by Iowa State University and Student Activities Center
* The president will fulfil the role of risk management officer

Section 2. Treasurer

* The treasurer will help provide general oversite to the organization’s finances
* The treasurer will report and record all financial transactions and information.

Section 3. Officer Duties and Term of Services

1. The president and treasurer will serve in a term of service of one calendar year.
2. Officers will be selected by a hand or email vote of simple majority of membership.
3. The selection of officers will typically take place in the Spring semester for the next academic year’s officers. Special elections for officers can be held at any time during the year.
4. Officer impeachment proceedings can be called by anyone in general membership. They will be held as a special meeting or during a regular scheduled meeting. The officer is allowed to be present at speak at the meeting. A vote of at least 75% in favor to impeach is required of the general membership for an adviser to be impeached.
   1. Examples of impeachable offenses can included but are not limited too the following: officer not fulfilling duties of role, officer violating constitution or bylaws, etc.
5. If an officer position is open, it will be replaced through a special election by organization membership.
6. The following is required for all officers:
   1. 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.
   2. 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.
   3. Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b)."

**Article VII - 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.

Section 1. Professional staff advisers shall serve during their time at Iowa State University. An adviser can resign at any point in time and a new adviser will be appointed.

1. At least one adviser of Collegiate Recovery will be a professional staff person of Student Health and Wellness. Professional staff advisers are selected or appointed by their department within the Student Health and Wellness Unit. The director of the department will make the final decision on appointment.
2. There shall be at minimum two advisers for Collegiate Recovery.
3. Term of service for advisers will be at their leisure or while they are at Iowa State University.
4. Advisers impeachment proceedings can be called by anyone in general membership. They will be held as a special meeting or during the all ambassador meeting. The adviser is allowed to be present at speak at the meeting. A vote of at least 75% in favor to impeach is required of the general membership for an adviser to be impeached.
5. If an adviser position is open, it will be immediately replaced by the appointment of another adviser from Student Health and Wellness.

**Article VIII - Finances:**

**Section 1.**All money 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.

**Section 2.**       No dues will exist.

**Article IX - Amendments and Ratification:**

**Section 1.**Amendments to the Collegiate Recovery constitution shall be presented to the membership for review. Changes will be sent to all members at least one week prior to the next all member meeting for review. Members have the right to ask questions about the amendments and hold discussion about the amendments during the all member meeting.

**Section 2.**       Any organization member may propose amendments to the constitution. Amendments must be approved by more than half of the organization members and, if approved, shall take effect immediately unless otherwise indicated in the approved amendment.

**Section 3.**       The affirmative vote of more than 1/2 of the SHWA membership at an all member meeting will be sufficient for the ratification of this Constitution.

**Section 4.**       Voting shall take place during any all member meeting.

**Section 5.**       Upon ratification, this Constitution shall supersede any Constitution written before the date of ratification. All rules and regulations, whether written or implied, in use at the date of ratification, shall be null and void