**Article I ­- Name**:

The name of this organization shall be Students For a Better Ballot.

**Article II ­- Purpose:**

The purpose of this club is to enhance students’ understanding of the democratic process & advocate for improvements to our current democratic system. The goals are to: inform ISU students of how the current democratic system functions, educate ISU students on potential reforms that solve existing problems in the system, & advocate for reforms agreed upon in the club. To achieve these goals the club shall: conduct outreach events, regularly hold informative club meetings, & advocate for adoption of reforms.

**Article III ­- Statement of Compliance:**

Students For a Better Ballot abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. Students For a Better Ballot agrees to annually complete President’s and Treasurer’s Training.

**Article IV ­- Non ­Discrimination Statement:**

Iowa State University and Students For a Better Ballot 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. Members are to be courteous and respectful of the backgrounds of others at all times.

**Article V ­- Membership:**

Membership shall be open to all registered students in good standing at Iowa State University

**Article VI ­- Officers:**

The President shall serve as the chief leader of the club. They shall be responsible for: crafting the itinerary for each club meeting, officiating each club meeting or appointing a member to serve in their place, delegating tasks to officers, overseeing the activities of all officers, & holding a purchasing card.

The Vice President shall serve as the Risk Management Officer for the club, they shall minimize the potential risks of club activities by:

* Recommending risk management policies or procedures
* Submitting documentation to ISU’s Risk Management Office
* Ensuring the proper waivers & background checks are on file with the Risk Management Office(if applicable)

Additionally, the Vice President shall generally serve as an assistant to the President & shall be responsible for temporarily fulfilling the President's responsibilities should the President become unavailable.

The Treasurer shall be responsible for managing the finances of the club. They shall: keep financial records, hold a purchasing card, prepare funding requests, & prepare annual budgets.

Elections shall be conducted in a Ranked Choice format using secret ballots. An online method of voting will be available for those who cannot physically participate. Votes shall be tabulated by a club member agreed upon by the candidates who is not a candidate in the election. Candidates may only run for one office in any given election.

Terms for the President shall last one academic year, starting in the fall & ending in the spring; all other officer positions shall have a term of one semester. Elections shall occur in the months of April & November, unless a vacancy occurs earlier due to a resignation or impeachment of an officer. In the event of a vacancy, a new election shall be announced at the next club meeting and shall be held at the successive club meeting.

The officers of this organization must meet the following requirements:

1. Have at least one semester remaining at ISU following the end of their prospective term, so that they may train their successor.
2. 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.

 (c) 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 (half­time credits) must have been taken for the semester under consideration.

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

 An officer may be nominated for impeachment by a two-thirds majority of officers, the announcement of the nomination shall occur at the following club meeting, & the vote on impeachment shall occur at the successive club meeting. Should there only be one club meeting remaining prior to elections, the announcement & vote may occur at that same club meeting. Impeachment shall occur if two-thirds of voting members vote to do so. The officer nominated for impeachment shall not speak before the general body before the impeachment vote, and shall not be present during said vote. If an officer(s) is impeached, an election(s) for their replacement shall be held at the club meeting after their impeachment.

 Impeachable offenses include: misappropriation of club funds, usage of club materials for non-club related purposes without proper authorization, harassment, discrimination, or creation of an unwelcoming club environment.

**Article VII - ­Adviser:**

The Adviser shall help the group facilitate meetings, reserve rooms, navigate ISU’s internal bureaucracy, and advise activities. The Adviser shall be elected by a simple majority vote. The Adviser shall serve for an indefinite term at their leisure. The Adviser may be impeached via a two-thirds majority vote, which shall occur during the officer elections held each semester. For the Adviser to be on the ballot a majority of officers must vote to do so. The Adviser may speak immediately prior to the impeachment, but may not be present during the vote. If the Adviser is impeached or resigns, the President or a majority of officers may propose a new Adviser, who’s confirmation shall be determined by a majority vote of club members during the next regular end of semester elections.

**Article VIII - Finances:**

Handling of finances shall be done by the Treasurer and President, who shall both hold purchasing cards. Either the Treasurer or President shall organize fundraising events & officially deposit the proceeds. Either the Treasurer or President must authorize use of funds for club activities in addition to the Adviser. The Treasurer shall file any paperwork & keep any records associated with fundraising & spending. All funds not utilized by the club shall be retained from one semester to another. There shall be no 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.

**Article IX -­ Amendments and Ratification:**

The Constitution of Students For a Better Ballot shall be considered for amendment if an amendment is proposed by the President or a majority of officers. Potential amendments shall then be announced at the following club meeting, and shall be voted on at the successive club meeting. Ratification of amendments shall be determined by a majority vote of voting members, and vote tabulation shall be conducted by a member who did not propose said amendment(s). An online voting application shall be available for those not able to attend in person.

The amended constitution will be submitted within 10 days to Student Engagement for approval.