

Constitution  
*of the*  
Neurodiversity Student Support Organization  
*at Iowa State University*

Revised July 15<sup>th</sup>, MMXXIV

**Preamble**

WE, the neurodiverse students of Iowa State University of Science and Technology, and their allied peers, *aiming* to build awareness and advocacy supportive of neurodivergent students, *recognizing* the salient contributions of neurodivergent individuals to both technology and industry, *devoted* to the attainment of academic excellence, and *with adamant resolve* to improve the state of our students, do enact and approve the following Constitution.

## **Article I. Name**

The name of this student organization shall be the “Neurodiversity Student Support Organization,” the initialism for which shall be “NSSO.”

## **Article II: Purpose**

The purpose of the Neurodiversity Student Support Organization at Iowa State University is threefold:

- I. Awareness and Advocacy:** Neurodiversity is the concept that all humans vary in terms of neurocognitive ability, however, neurodivergence is not often considered in design of procedures, environments, course materials, etc. We shall assiduously advocate for neurodiverse students on campus, ensuring their voices are heard and their unique needs are addressed.
- II. Academic Excellence:** We audaciously promote and recognize academic excellence among neurodiverse students and others, promoting a thriving student body.
- III. Career Success:** We shall endeavor connect neurodiverse students with employers, promoting student body success, personal attainment, and a strong economy.

The Neurodiversity Student Support Organization abides by and supports established Iowa State University of Science and Technology policies, State and Federal Laws, and follows local ordinances and regulations.

## **Article III: Membership**

Any student, faculty, or staff member in good standing at Iowa State University shall be eligible for membership in the Neurodiversity Student Support Organization, so long as a prospective member is supportive of our purpose as defined in Article II. Neither Iowa State University nor the NSSO discriminate on the basis of race, ethnicity, sex, pregnancy, color, religion, national origin, physical or mental disability, age, marital status, sexual orientation, gender identity, genetic information, or status as a veteran of the U.S. Armed Services. However, membership is contingent on membership dues as set by the Treasurer and not to exceed twenty United States Dollars (\$20).

## **Article IV: Officer Positions Defined, Terms of Officers, and Election Thereof**

The officers of the Neurodiversity Student Support Organization shall be the President, Vice President, Treasurer, Advocacy Chair, Academic Excellence Chair, and Career Success Chair, and Risk Management Officer. The term of the President, Vice President, Treasurer, Advocacy Chair, Academic Excellence Chair, Career Success Chair, and Risk Management Officer shall be one (1) full academic year; explicitly, this comprises a single consecutive set of Fall, Spring, and Summer semesters, running from the beginning of a particular Fall semester to the end of its respective Summer semester.

The officers shall be initially appointed by the founders of this organization. Thereafter, elections for the positions of President, Vice President, Treasurer, Advocacy Chair, Academic Excellence Chair, and Career Success Chair shall be held every Spring semester. Officer elections shall occur via a direct vote by every member in good standing either at the meeting or who have voted electronically in advance. The candidate receiving the most votes shall receive the respective position for which they are running. In the event of any tie, each incumbent officer will select their successor from among the candidates standing for their position.

The President, Treasurer, and any advisor(s) agree to annually complete President's Training, Treasurer's Training, and Advisor Training, respectively.

## **Article V: Eligibility for Officer Positions**

The officers of this organization must meet the following requirements.

- I. All officers must have a minimum cumulative grade point average (GPA) of 2.00. This requirement must be maintained in the semester immediately prior to that in which election or appointment occurs, the semester during which election or appointment occurs, and the semesters during incumbency in the officer's respective position. Additionally, for this provision to be met, the officer must be enrolled for at least six credit-hours – i.e., on a half-time basis – for the semesters under consideration as defined above.
- II. All officers must be in good standing with the University. If an officer is an undergraduate, they must be enrolled during the term of office on at least a half-time – i.e., six credit-hours – basis during the term of office, except if fewer credits are required for graduation. If an officer is a graduate student, they must be enrolled on an equivalent half-time basis of 4 credit-hours or greater during their term of office, except if fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement.
- III. Any person shall be ineligible to hold an office should they fail to maintain the requirements set forth in portions V.I and V.I.

## **Article VI: Incapacitation of Officers**

From time to time various unfortunate events may render officers incapable of discharging the duties of their office, including illness, death, brain death, natural disasters, pandemics, warfare, artificial catastrophes, mishaps, acts of God, or any such related adverse occurrence. In this regrettable case, a quorum of two thirds of the remaining officers may, after reviewing pertinent information and determining that the same would create a reasonable person an impression beyond a reasonable doubt that the officer is incapacitated, declare incapacitation of the same. Accordingly, the incapacitated officer shall be removed from their office.

## **Article VII: Resignation of Officers**

If any officer except the President or Vice President is desirous of resigning their office, they may effect the same via transmitting an Instrument of Resignation to both the President and Vice President. The president may resign via transmitting an equivalent Instrument of Resignation to both the Vice President and Treasurer. A Vice President desirous of resignation shall transmit an Instrument of Resignation to both the President and the Treasurer. In all such cases, this transmission shall occur both electronically via Iowa State University e-mail and through written correspondence.

## **Article VIII: Vacancies within Officer Positions, Transient Appointments, and Emergency Elections.**

In the event of a vacancy arising in any officer position via mechanisms set forth in articles VI, VII, or XXII, a quorum of two-thirds of remaining officers shall appoint a member via a majority vote to assume the duties of the vacant position *pro tempore*. Such appointment shall be temporally delimited from the assumption of duties to a subsequent Emergency Election.

An Emergency Election shall begin via nominations held at the first regularly scheduled General Meeting – As defined in Article XII -- following the emergence of the vacancy. At the immediately subsequent General Meeting to that during which nominations were conducted, all members of the NSSO in good standing will vote on nominated candidates to fill the vacancy. The candidate

receiving the most votes shall be appointed to the vacant position until the end of the term of the office as defined in Article IV – i.e., until the end of the next Summer Semester.

## **Article IX: Leadership Organization and Duties of Officers**

The duties of officers are enumerated hereinafter, except for the Advocacy Chair, Academic Excellence Chair, and Career Success Chair, whose duties are set forth in the subsequent Article X.

**I. President.** The President shall serve as the executive of the NSSO, with responsibility for leading the Organization, implementing policies, and ensuring attainment of objectives. The remainder of officers shall comport and deliberate in concert with the president to attain a consensus regarding organizational actions. The President shall preside over all meetings; represent the organization publicly; ensure that the organization is operating in conformity with the standards set forth by Iowa State University and the Student Activities Center; take general assembly attendance; organize and preserve all organizational records; take responsibility for duties of vacant officer positions; and review allegations of wrongdoing on the part of an officer or advisor as set forth within the disciplinary procedures defined in Article XI.

**II. Vice President.** The Vice President shall operate in concert with the President to fulfill the executive requirements of the organization. To this end, the Vice President shall assist the president in collating, organizing, and preserving organizational records; distributing minutes from biweekly Leadership Meetings as established in Article ##; assisting the President in overseeing positions within the organization; acting as the designee of the President and representing their interests in the absence of the same; assisting in performing duties of vacant positions; and reviewing allegations of wrongdoing on the part of an officer or advisor as set forth within the disciplinary procedures set forth in Article XI.

**III. Treasurer:** The Treasurer shall diligently manage the organization's finances and budgeting strategies to facilitate immediate activities of the organization, protracted goals, and future growth. To this end, the Treasurer shall formulate a budget for utilizing Organizational finances; setting and collecting membership dues, but these shall not exceed twenty United States Dollars (\$20); maintaining accurate accounting records, including recording organizational transactions; meeting and communicating with potential sponsors; communicating budgets at General Meetings; working with both leadership and any *ad hoc* committees or positions – as defined in Article XV – to decide internal allocation of funding; communicating financial standing to Officers at biweekly Leadership Meetings as specified in Article XII; and deposit cheques and currency from sponsors, fundraising, social events, and similar occurrences.

**IV. Risk Management Officer.** The Risk Management Officer shall identify potential risks for NSSO events; recommend risk management policies or procedures, submit documentation to the

Risk Management Office; and ensure that proper waivers and background checks are on file with Risk Management for events.

## **Article X: Permanent Committees**

I. The **Advocacy Committee** shall be the first permanent organ, which will act pursuant to the First Goal of advocacy. This committee shall promote recognition and visibility of neurodiverse students. It shall identify salient obstacles to success among neurodiverse students, and with the organization's advice and consent, it shall engage in lawful advocacy actions as it deems appropriate to erode and address such barriers. The Advocacy Chair shall lead the advocacy committee pursuant to the objectives of the same

II. The **Academic Excellence Committee** shall be the second permanent organ, which will act pursuant to the organization's Second Goal of promoting academic excellence both within its own ranks and among the student body in general. This committee shall promote academic excellence via methods it deems appropriate, including targeted interventions and academic support within the bounds of student academic conduct set forth by the University. The Academic Excellence Chair shall lead the Academic Excellence committee pursuant to the objectives of the same.

III. The **Career Success Committee** shall be the third permanent organ, which will act pursuant to the Third Goal to promote career attainment among students. This committee will forge relationships with employers, conduct outreach and advocacy at career events, seek sponsorships, and engage in coordinate pursuits. The Career Success Chair shall lead the Career Success Committee pursuant to the objectives of the same.

## **Article XI: Officer and Advisor Wrongdoing Defined and Initiation of Impeachment Proceedings against Officers and Advisors**

Certain prohibited actions by Officer and Advisors of the Organization shall be defined as Officer and Advisor Wrongdoing, in response to which the Organization shall be empowered to remove the same from their respective position(s). Officer and Advisor Wrongdoing is bivalent, encompassing both dereliction of duty and personal misconduct, defined hereinafter. Dereliction of Duty occurs when an Officer knowingly and willingly fails to discharge the responsibilities of their office. Personal Misconduct encompasses egregious misdeeds against other members of the organization, including bullying, harassment, theft, *prima facie* discriminatory conduct in contravention of Article III, or any other action or omission proscribed by the momentary Student Code of Conduct.

Removal of an officer or advisor shall initiate with the transmission of a written allegation of Officer and Advisor Wrongdoing to at least two officers not the subject of the complaint by a member other than themselves. Should these two officers concur that the allegation is credible, an Impeachment Proceeding as described in Article XXII shall commence.

## **Article XII: Meetings and Governance**

**I. General Meetings:** The NSSO shall hold regular General Meetings monthly during the Academic Year. These meetings shall be open to all members in good standing and shall serve as a forum for discussing the organization's activities, receiving committee reports, and addressing issues of concern to the membership.

**II. Leadership Meetings:** The Leadership, comprising the Officers and Advisors, shall meet at least biweekly to discuss and plan organizational strategies, policies, and events. Minutes of these meetings shall be recorded and made available to the general membership

**III. Committee Meetings:** Each of the three permanent committees shall meet as needed to fulfill their respective missions. Committee chairs shall report on their activities at general meetings.

## **Article XIII: Finances**

All monies belonging to this organization shall be both deposited and disbursed through a bank account established for the Neurodiversity Student Support Organization at the Campus Organizations Accounting Office. All funds received via any avenue must be deposited into this account within 48 hours after collection. The Advisor of this organization must approve and sign each expenditure before payment.

The NSSO shall be funded through membership dues, fundraising activities, grants from Student Government, sponsorships by businesses, and other similar sources as the Treasurer shall report. Membership dues shall be set by the leadership board and approved by the general membership. In the unfortunate event of the dissolution of the Neurodiversity Student Support Organization, all remaining funds will be donated to a charitable organization.

## **Article XIV: Amendments and Procedures Therefor**

This Constitution may be amended by a two-thirds vote of the members present at a general meeting, provided that the proposed amendment has been submitted for consideration at the immediately preceding General Meeting. Additionally, following the proposal of an amendment at a General Meeting, the President shall communicate the proposed amendment electronically to all organization members. In accordance with these requirements, no amendments may occur at the first general meeting of an academic year; this is a deliberate design feature to discourage hasty modifications. If some saliently supervenient cause necessitates amendment at the beginning of an academic year, a special General Meeting may be held, but not less than two weeks after that at which an amendment was proposed.

**Article XV: *Ad Hoc* Committees Defined, Establishment of *Ad Hoc* Committees, and Procedures for the same.**

In supplement to the three Permanent Committees defined in Article X, the Organization may establish from time to time *ad hoc* committees as it sees fit. Any member may propose such an *ad hoc* committee via a written proposal delivered to the President at a General Meeting. At the next Leadership Meeting, the officers shall deliberate on the merits of establishing such a structure. If establishment is found desirable, an *ad hoc* committee shall be created. This event shall be announced to the Organization by the Vice President. The President shall appoint both an appropriate chair and personnel to *ad hoc* committees executively if any Officers do not contest such appointment action, or via a three-fourths majority vote of officers, proposed by any officer, if such appointment is contested.

**Article XVI: Bylaws**

The Organization may establish bylaws to govern both its members and internal operations. Proposals for bylaws will be voted on at any General Meeting where such a proposal may be an object of discussion, provided that two weeks' notice has been provided to all members including the content of the proposed bylaws. Bylaws may be approved via a simple majority of members in good standing in attendance at a General Meeting. The constitution enjoys supremacy over all other policies enacted by the organization, except amendments which may modify it. Accordingly, bylaws shall not modify, supersede, augment, reconstruct, or otherwise influence this Constitution, but all bylaws shall operate within the bounds set forth by the same.

**Article XVII: Members in Good Standing Defined**

For the purpose of this constitution, the term "member in good standing" means any member of the Neurodiversity Student Support Organization who has paid membership dues as set forth in Article III.

**Article XVIII: Enforcement of Bylaws**

The Organization is empowered to enforce bylaws established in accordance with Article XVI, including via disciplinary actions against members. The organization may remove members for violation of bylaws, but all members accused of such a violation shall enjoy a right to testify in their own defense. The final decision in such a matter shall be made by the President or designee.



### **Article XIX: Motto and Insignia**

The motto of the Neurodiversity Student Support Organization shall be “Audi, Vidi, Auxi,” from the Latin for “We heard, we saw, we helped.” The insignia of the organization is blazoned sable, a torch proper, with the motto along the bottom of the seal and the name across the top.

### **Article XX: Advisor**

The organization shall appoint an advisor at the beginning of a Fall semester. The term of an advisor is one full academic year in like manner to Article IV. Appointment of the advisor shall occur via a majority vote of advisors. The Advisor shall communicate and meet with officers regularly; maintain awareness of financial expenditures, as well as approving the same; and ensure that the organization is on good standing with Iowa State University and following all procedures.

### **Article XXI: Selection of Advisors, Enablement of Resignation by Advisors, and Vacancies within the Advisor Position**

**a. Selection of Advisors:** The initial advisor shall be appointed. Subsequently, each spring semester, the officers shall endeavor to locate an Advisor who shall serve for the next term per Article XX. Appointment of the Advisor for the next Term shall occur via a simple majority vote of a quorum of at least three-fourths of incumbent Officers.

**b. Resignation of Advisors:** The advisor may resign via transmitting a written Instrument of Resignation to both the President and Vice President.

**c. Incapacitation of Advisors:** Various unfortunate occurrences may incapacitate advisors, including death, brain death, catastrophes, illness, acts of God, or related events. In such a case, a quorum of three-fourths of incumbent Officers may declare the Advisor incapacitated via a simple majority vote.

**d. Replacement of Advisors:** In the event of vacancy within the Advisor position via the mechanisms defined in (b) or (c), the officers shall begin soliciting a replacement following the next Leadership Meeting per Article XII(II). An interested candidate Successor may be

appointed as an Advisor via a simple majority vote of a quorum of at least three-fourths of incumbent officers. The succeeding Advisor shall serve out the remainder of their predecessor's term as set forth in Article XX.

**Article XXII: Procedures for Impeachment Proceedings against Officers and Advisors, Involuntary Removal of Officers and Advisors, and Replacement of Involuntarily Removed Officers or Advisors**

**a. Initiation of Impeachment Proceedings:** An impeachment proceeding is commenced via the relaying of a written accusation as described in Article XI.

**b. General Structure of Impeachments Proceedings:** An impeachment proceeding shall be a tripartite process: it initiates with a transmission of Wrongdoing, followed by a Pre-Impeachment Merits Hearing, and potentially progressing to an Impeachment hearing, which may yield a verdict impelling removal.

**c. Distribution of an Accusation and Pre-Impeachment Merits Hearings:** The Two Officers who receive a written accusation of Officer or Advisor Wrongdoing shall promptly alert the other officers, including the accused, but care must be taken to obfuscate the identity of the accusation's advancer. Following this, a quorum encompassing at least three fourths of officers apart from the accused shall convene at the earliest opportunity to review the accusation via a Merits Hearing. During this hearing, the non-accused officers shall review the evidence, and subsequently, they shall deliberate on its sufficiency as a justification for a subsequent Impeachment. The accused officer or advisor may both attend the first segment of this hearing and speak in their defense or offer any other pertinent evidence. Even so, they must be absent from the subsequent deliberation portion. Following deliberation, the deliberating officers shall conduct a vote to determine if the matter will progress to an Impeachment Hearing, and the same shall occur if two-thirds or more of deliberating officers are in favor of the same.

**d. Impeachment Hearings:** An impeachment hearing shall be conducted at the next General Meeting as defined by Article XII following the Merits Hearing, and it shall be the first order of business at this meeting. The non-accused officers shall elect a Prosecutor to present the case against the accused to members in attendance. Following the Prosecutor's presentation, the accused may both speak in their defense and offer any evidence that may be reasonably deemed pertinent. Subsequently, a vote shall be held among all Members in Good Standing per Article XVII. If two-thirds of Members or more cast Yeas for removal, then the accused officer or advisor shall be removed from their position.

**e. Considerations in Cases involving Multiple Officers**

**(1): Applicability of Impeachment Proceedings to only One Defendant:** The accusation of Officer or Advisor Wrongdoing defined in Article XI and Article XXII(a) applies only to a single officer, and cases involving multiple officers must be handled separately for each.

**(2) Voting in Merits Hearings related to Multiple Related Cases:** Notwithstanding the separate handling of cases in which multiple officers are accused, all accused officers

shall refrain from both voting or attending the deliberation portion of hearings for their co-accused during Merits Hearing(s) for the same. Even so, they may present evidence or testimony during the Review Portion.

**f. Participation of Officers in Cases involving Accusations towards Advisors:** For the purposes of a Merits Hearing as Defined in Article XXII(c), the term “accused officer” shall apply to none of the incumbent officers if the accused is the Advisor, and in this case, all accused officer shall enjoy the capacity to both deliberate on evidence and vote for advancement of the matter to an Impeachment Hearing. For emphasis, an accused advisor may still testify during a Merits Hearing pertaining to themselves.

**g. Testification of Advisors during Impeachment Hearings pertaining to Themselves:** An advisor may both testify in their own defense and offer evidence during an Impeachment Hearing as described in Article XXII(d).

**h. Replacement of Involuntarily Removed Officers:** The removal of an officer by cause of an impeachment verdict as set forth in Article XXII(d) shall invoke the procedures for officer vacancies provided in Article VIII.

**i. Replacement of Involuntarily Removed Advisors:** An advisor removed via an Impeachment verdict per Article XXII shall be replaced via the procedures set forth in Article XXI(d).

**j. Inclusion of Specific Offenses within Officer and Advisor Misconduct:** For the purposes of Article XI, “Officer and Advisor Misconduct” shall include sexual assault by such an officer or advisor, even if the victim is not a member of the NSSO.