



**Alliance for Diversity in Science and Engineering:  
STEM Undergraduates Preparing for Excellence in Research  
ADSE<sup>SUPER</sup> Charter**

**I. Mission Statement:**

**ADSE-SUPER:**

*The mission of the ADSE STEM Undergraduates Preparing for Excellence in Research (ADSE<sup>SUPER</sup>) chapters is to connect with students at Predominantly Undergraduate Institutions (PUIs) who may enroll in graduate level studies in STEM, by providing professional development assistance and education regarding the possible career paths in STEM. In collaboration with other ADSE<sup>SUPER</sup> and ADSE chapters, we intend to accomplish these goals through the use of High Impact Practices (HIPs), as these have been shown to improve the educational experience of students with wide ranging backgrounds and learning styles.*

**ADSE:**

*The mission of the Alliance for Diversity in Science and Engineering (ADSE) is to increase the participation of underrepresented groups (Women, Latinos, African-Americans, Native Americans, the LGBTQIA community, persons with disabilities, etc.) in academia, industry, and government. ADSE supports, organizes, and oversees local, graduate student-run organizations in U.S. institutions that reach out to students and scientists of all ages and backgrounds whose overall goals and vision align with ADSE's mission statement. We connect scientists across the nation, showcase nontraditional career paths and underrepresented minority experiences in STEM, and educate students about career opportunities in the sciences.*

**II. Name:**

The name of this organization shall be the Alliance for Diversity in Science and Engineering: STEM Undergraduates Preparing for Excellence in Research, hereafter referred to as ADSE<sup>SUPER</sup>

**III. Statement of Purpose:**

The purpose of this organization shall be to:

1. Increase the participation of underrepresented groups in academia, industry and government through:
  - a. Educating through workshops
  - b. Opening discussion through panels
  - c. Networking through social media and ADSE-sponsored events

2. Form a supportive environment for Women, Latinos, African-Americans, Native Americans, LGBTQIA persons, and any other member of an underrepresented group in STEM.
3. Develop a strong foundation for research-focused students intent on continuing their education in graduate school. This foundation will be built through:
  - a. Shadowing graduate students at doctorate-granting institutions
  - b. Graduate school panels featuring underrepresented students and STEM professionals
  - c. Presentations by visiting speakers with a Q&A session
  - d. Conferences focused on undergraduate and graduate student research
4. Promote STEM Education in the chapter's local community
  - a. Fundraising that also emphasizes outreach and community service
  - b. Outreach to local secondary education affiliates
    - i. Science demonstrations for middle and elementary school students
    - ii. College Q&A for high school upperclassmen
  - c. Science-based news updates to senior citizens in the format of a presentation

#### IV. **Affiliation:**

The ADSE<sup>SUPER</sup> chapter shall be an affiliated member of ADSE.

1. Through this affiliation ADSE<sup>SUPER</sup> is entitled to all rights and benefits conferred upon them by ADSE as an official ADSE<sup>SUPER</sup> chapter:
  - a. Recognition by ADSE as an officially affiliated ADSE<sup>SUPER</sup> chapter
  - b. Legal rights to use the name "Alliance for Diversity in Science and Engineering" and "ADSE"
  - c. Permission to use materials copyrighted by ADSE and/or provided by ADSE at ADSE functions including but not limited to official logos and letterhead
  - d. The right to promote ADSE and other ADSE<sup>SUPER</sup> chapters at their functions
  - e. Advice and help in running the ADSE<sup>SUPER</sup> chapter
2. The executive committee members of each ADSE<sup>SUPER</sup> chapter shall present the ADSE Executive Board with a report at the end of each academic semester detailing the activities of the ADSE<sup>SUPER</sup> chapter during that semester and explaining how those activities do or do not uphold the mission statements of ADSE and ADSE<sup>SUPER</sup>. These biannual reports are

due by the last day of January and June of each year, regardless of the academic calendar of the institution.

3. The ADSE<sup>SUPER</sup> chapter shall undergo an annual evaluation at the end of each academic year to determine the extent to which the activities of the ADSE<sup>SUPER</sup> chapter during the past academic year have or have not upheld the mission statement of ADSE<sup>SUPER</sup> and the statement of purpose of ADSE<sup>SUPER</sup>. This shall be carried out by the ADSE Executive Board.
4. The ADSE Board of Directors shall have the authority to revoke affiliation with the ADSE<sup>SUPER</sup> chapter at their discretion, should if at any time, the activities of ADSE<sup>SUPER</sup> leadership at any time violate the mission statement of ADSE or the statement of purpose of ADSE or ADSE<sup>SUPER</sup>.
5. Should affiliation with ADSE be revoked by either party at any time, the ADSE<sup>SUPER</sup> chapter shall no longer have any of the rights and benefits conferred upon as an official ADSE affiliate, including:
  - a. Recognition by ADSE as an officially affiliated ADSE<sup>SUPER</sup> chapter
  - b. Legal rights to use the name "Alliance for Diversity in Science and Engineering" and "ADSE" for their organization
  - c. Permission to use materials copyrighted and provided by ADSE
  - d. The right to promote ADSE
  - e. Entitlement to any funding from ADSE
  - f. Advice and help in running their organization

**V. Membership:**

1. Any registered undergraduate student of the parent university, who is interested in graduate education in a STEM field is eligible for ADSE<sup>SUPER</sup> membership.
2. Membership requirements:
  - a. A student shall participate in all ADSE functions except when academic, athletic, or extreme personal commitments should conflict. When more than one ADSE function is missed in an academic semester, the student must arrange to meet with the executive committee to determine if they should continue their membership in ADSE<sup>SUPER</sup>.

**VI. Events, Meetings, and Promotion of Views:**

1. The ADSE<sup>SUPER</sup> chapter shall meet no less than twice per semester during the academic year.
2. The ADSE<sup>SUPER</sup> chapter shall sponsor and or host speakers, panels, and workshops according to the statement of purpose.

- a. One speaker shall be invited per semester. The speaker will speak to diversity, their own viewpoint of diversity, and to their own progress in the sciences.
  - b. Panels will be developed to incorporate graduate school Q&A. The faculty advisor and ADSE<sup>SUPER</sup> members will organize the panel. This panel should be on a different topic from the previous year.
  - c. Workshops will be geared toward equipping students for graduate school entrance and success.
  - d. At least one panel or workshop should be offered per academic year. An event consisting of both a panel and workshop is also acceptable.
3. ADSE<sup>SUPER</sup> will coordinate with ADSE chapters to arrange 'Shadow a Graduate Student for a Day' events. If no ADSE chapters are local or conveniently located or possess students of the interested discipline, students will visit other local graduate programs, as those programs allow such visits.
  4. The ADSE<sup>SUPER</sup> chapter shall organize one outreach event per year according to the Statement of Purpose.
  5. The ADSE<sup>SUPER</sup> chapter shall organize one fundraising event per year. This event may overlap as an outreach event.
  6. When the ADSE<sup>SUPER</sup> chapter promotes itself or its views to the campus, it shall abide by all campus policies.

**VII. Committees:**

1. The organization shall operate under an Executive Committee, composed of at least one faculty advisor. This committee may consist of more than one faculty member. The executive committee shall be responsible for communicating with the ADSE Executive Board, as necessary.
2. A minimum of six students are required for the chapter to maintain active status. However, eight student members would be preferred for efficient assignment of committee duties.
3. A minimum of two students shall be in charge of outreach events including, but not limited to:
  - a. Community chemistry-based art projects
  - b. Community clean-up (by chemistry art decoration)
  - c. Community science education (to children, senior citizens, local societies)
4. A minimum of two students shall be in charge of coordinating the visits of invited speakers including, but not limited to:
  - a. Selecting the speaker

- b. Inviting the speaker
  - c. Arranging parking/hotel
  - d. Arranging a schedule for the day
  - e. Arranging food and room reservations for the day
  - f. Consulting with the social media/communications committee on event details to be advertised
  - g. Introducing the speaker during the seminar and moderating the Q&A session
5. A minimum of two students shall be in charge of panel/workshop events, including, but not limited to:
- a. Arranging list of panel/workshop hosts
  - b. Arranging travel and accommodations if hosts need to travel a significant distance to campus
  - c. Deciding panel/workshop topic for that academic year
  - d. Reserving a room for the event
  - e. Consulting with social media/communications committee on information to be advertised
  - f. Providing food and refreshments for the event
  - g. Introducing hosts and moderating Q&A session if one is scheduled
6. A minimum of two students shall be in charge of social media/communications for their chapter including, but not limited to:
- a. Managing all social media accounts for their chapter
  - b. Promoting events organized by their chapter
  - c. Publishing media (pictures, videos, etc.) from events organized by their chapter
  - d. Corresponding with other organizations on campus and at other institutions