CONSTITUTION OF

The Oculus Journal

12/8/09

Article I – Name, Purpose and Non-Discrimination Policy

The name of this organization shall be The Oculus Journal.

The Oculus Journal is a student run organization that produces a print version of the highlights of JUROS (Journal of Undergraduate Research at the Ohio State University), which encapsulates the product and experience of conducting research as an undergraduate at the Ohio State University.

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

Article II – Membership: Qualifications and Categories of Membership

All currently enrolled undergraduate students, who are in good academic standing at The Ohio State University (as defined by Rule 3335-9-23 in the Ohio Administrative Code and The Ohio State University Code of Student Conduct as a Cumulative Point Hour Ratio of 2.00), are eligible for membership in The Oculus Journal. Members shall be selected by the Chief Editor(s) out of a pool of applicant(s).

Article III – Organization Leadership: Titles, terms of office, selection, and duties

The following organization officers listed below represent the leadership of the organization. The Chief Editor(s) shall serve as officer(s) in command, while the associate editor(s), copy editor(s), features editor(s) and treasurer shall have equal ranking.

The offices are defined as follows:

Chief Editor(s): The Chief Editor(s) shall be responsible for organizing and running all general meetings. They shall act as spokesperson for the organization and will maintain communication and organization between all club members, officers, advisors, and The Ohio State University community. They shall be responsible for arbitrating journal design elements and selection of articles.

Associate Editor(s): The Associate Editor(s) shall be responsible for layout and cover design.

Copy Editor(s): The Copy Editor(s) shall be responsible for editing features and research articles for grammatical consistency and correctness.

Features Editor(s): The Features Editor(s) shall be responsible for collecting features article and assisting with the features section design and editing.

Treasurer: The Treasurer shall be responsible for finding additional funding apart from the Undergraduate Research Office, as well as researching potential publishers.

Each of the five offices holds approximately a one school year term. In order to assume office, candidates must (1) nominate themselves for office by submitting a resume and brief personal statement and (2) be selected as an officer by a more than one half vote from the previous years’ organization leadership.

Article IV – Method of Removing Officers and Members

Officers of The Oculus Journal shall be removed upon failing to uphold their responsibilities, as listed in Article III for the organization leadership. This determination shall be made by the Chief Editor(s) following consultation with the faculty advisor. If a Chief Editor is to be removed, then this determination shall be made by another Chief Editor and Associate Editor(s), or in the absence of another Chief Editor, the Associate Editor(s), following consultation with the faculty advisor.

Members of The Oculus Journal shall be removed following a majority vote of the organization leadership.

Article V – Faculty Advisor: Qualification Criteria

The Advisor of this organization shall be a member of the University faculty or Administrative and Professional staff employed by the Undergraduate Research Office who has completed the required Advisor training.

Article VI – Meetings of the Organization: Required Meetings and Frequency

Officer meetings shall be held at least on a biweekly basis. If two-thirds of the officers attend, then the meeting is considered a quorum.

Article VII – Method of Amending the Constitution

Proposed amendments to the Constitution shall be submitted in writing to the Chief Editor(s) and faculty advisor. The proposed amendment will be presented to the officers at the next nearest meeting. The amendment will be voted on at the following meeting. Two-thirds of the staff must vote to ratify the amendment, with each staff member receiving one vote.

Article VIII – Method of Dissolution

The existence of this organization shall be contingent upon the consent of the Undergraduate Research Office.

BYLAWS OF

The Oculus Journal

12/8/09

Article I: Parliamentary Authority

The rules contained in Robert’s Rules of Order shall govern The Oculus Journal in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

Article II: Membership

Prospective members should submit their resume and brief personal statement to the Chief Editor(s) for consideration. Membership shall only be terminated if the member fails to uphold his/her responsibility. Procedures for prospective officers are described in Article III of the Constitution of the Oculus Journal and the method of removing officers is described in Article IV of the Constitution. Members shall provide two weeks’ notice prior to resigning as a staff member.

Article III: Election/Appointment of Government Leadership

Elections for organization leadership positions, as described under Article III of the Constitution, are to be held annually, during the 8th week of Spring Quarter. All staff members are eligible for officer positions. In order to assume office, candidates must (1) nominate themselves for office by submitting a resume and brief personal statement and (2) be selected as an officer by a more than one half vote from the previous years’ organization leadership.

Officers should attend at least three-fourths of all events and meetings. Officer meetings are to be held at least biweekly, with two-thirds of the officers constituting a quorum.

Article IV: Advisor Responsibilities

The Advisor of this organization shall be a member of the University faculty or Administrative and Professional staff employed by the Undergraduate Research Office who has completed the required Advisor training.

The Advisor is free to attend any meetings at his/her leisure. He/she shall be allowed to one vote in elections and dismissals for organization leadership positions in the case of a tie. He/she shall mediate conflicts between officers as well as the dismissal of any officer. He/she has the ability to serve as co-signer on the organization’s account.

Article V: Meeting Requirements

Two-thirds of the organization leadership constitutes a quorum for officer meetings. Two-thirds of general members constitutes a quorum for general meetings.

Article VI: Method of Amending the By-laws

Proposed amendments to the By-laws shall be submitted in writing to the Chief Editor(s). The proposed amendment shall be presented to the officers at the next nearest meeting. The amendment will be voted on at the following meeting. One-half of the staff must vote to ratify the amendment, with each staff member receiving one vote.