Article I: Name, purpose, and non-discriminatory policy of the Japanese Student Organization

Section 1: The Japanese Student Organization is hereby the official name for this gathering of members at The Ohio State University.

Section 2: The purpose of The Japanese Student Organization is to provide support and a network of friendship and activities to all persons at The Ohio State University, as well as to others through our community events. The Japanese Student Organization also seeks to provide a support network for Japanese students studying at The Ohio State University in order to have a smooth and transitional campus life that may be different from what they have experienced.

Section 3: The Japanese Student organization 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 members and officers will have a general say in the planning of events and election of officers. Final selection of the following year’s officers will be made by a vote from the current year officers in a non-biased fashion. The following year’s president will be responsible for filling all of the roles established in the organization based upon a collection of criteria to benefit the Japanese Student Organization and The Ohio State University.

Article III: Organization Leadership

Section 1: The leaders of the organization will be selected by nomination from any member of the Japanese Student Organization. From those nominations, the current leadership then select those qualified and vote as a group based on credentials that best match the Japanese Student Organization and The Ohio State University in order to better both organizations.

Section 2: Officer Titles and Roles

All terms of officers are for one academic school year starting from August 1st of fall quarter until July 31st of the following year’s summer quarter.

· President – Presides over all meetings and is in charge of main planning. Takes care of all registrations with The Ohio State University and ensures that the constitution of the Japanese Student Organization is being accurately followed. Primary advisor of all officers and members of the Japanese Student Organization.

· Vice – President – Provides a support office to the president and assists community relations in regards to gathering funding for events. Advises and helps direct other officers and members.

· Treasurer – Takes charge over the Japanese Student Organizations cash inflows and cash outflows and reports them back to the leadership and The Ohio State University in a prompt and accurate manner. Ensures timely payments of parties involved with the Japanese Student Organization.

· Sponsor Relations – In charge of gathering information about the Japanese community as well as gathering donations from local businesses to fund large scale events. Encourages community involvement towards members.

· Marketing – In charge of publicizing events in all formats ranging from flyers to internet
message boards. Keeps the public image of the Japanese Student Organization in a positive light.

**Event Coordinator** – Organizes events by reserving rooms, preparing a list of supplies needed and check during event if it goes well.

**Newsletter** – In charge of maintaining the Japanese Student Organization mailbox and communicating information from officer meetings and the mailbox to all members (when applicable).

**Webmaster** – In charge of maintaining the Japanese Student Organization website as well as the mailing list to ensure our mails are being sent out in an ethical manner to those who want to be subscribed to the mailing list.

**Article IV: Officer or Membership Removal Criteria**
If an officer/member shows signs of being disloyal to the organization or any signs of disrespect to members or officers then the individual would be confronted with at least two officers to talk privately about their behavior. The individual will be given a warning and if the behavior continues then a vote will be taken amongst the officers regarding the individual’s officer/membership position.

**Article V: Advisers**
Advisors will be selected from The Ohio State University faculty based on the ideals that the Japanese Student Organization strives for. The Japanese Student Organization seeks those who have a strong interest in Japanese culture and further seek to improve the community.

**Article VI: Meetings**
Meetings will be held by officers monthly and then important information from the meetings will be communicated to members thereafter. Events will be held in place of general meetings and feedback on current operating procedures will be taken into consideration if they do come up. Attendance to one event of the Japanese Student Organization qualifies an individual for membership.

**Article VII: Methods of Amending the Constitution**
The constitution of the Japanese Student Organization may be amended if a vast majority of the current officers agree to a change. The change must be put in writing and appropriately communicated to everyone on the officer board. The information will then be communicated to the members via e-mail to gain further opinions on the issues. Final approval/rejection of the amendment will be done via secret ballot at an officer meeting.

**Article VIII: Method of Dissolution of the Japanese Student Organization**
Dissolution of the Japanese Student Organization will be voted on by all members of the organization and not just the current officers. If the vote is passed, all current assets in inventory will be donated to local Japanese culture groups. If there is still a positive bank account balance in the Japanese Student Organization account, donors will be contacted to see if they would like their donation refunded to the maximum extent possible or if they would like to pass the donation on to a Japanese culture group that serves the Japanese Student Organization’s drive for a better community.