THE CONSTITUTION OF THE COLLEGIATE COUNCIL ON WORLD AFFAIRS

The Collegiate Council on World Affairs is a student organization at The Ohio State University dedicated to increasing knowledge of world affairs and promoting related debate, scholarship, and activities. This organization strives to create a diverse network of the brightest minds from all corners of the university and to provide innovative events and programming centered on our membership’s core interest in world affairs and international relations. As The Ohio State University’s premier international affairs student group, The Collegiate Council on World Affairs such shall also serve as the university’s officially sponsored Model United Nations team and student organization. In pursuit of this mission and purpose, the Collegiate Council on World Affairs shall be governed by the following Constitution:

ARTICLE I: NAME
This organization will be officially known as The Collegiate Council on World Affairs, hereafter referred to as “CCWA”.

ARTICLE II: AFFILIATION
CCWA shall be the official political science club of The Ohio State University’s Political Science Department.

ARTICLE III: MEMBERSHIP
Section 1: Definition of Membership
(a) A member of CCWA shall be defined as any person who has completed the membership prerequisites.
(b) CCWA is committed to fostering a diverse and safe environment for all its members. Therefore the organization, its leadership, and its members are strictly prohibited from discriminating against anyone on the basis of age, color, creed, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, marital or veteran status or other relevant characteristic.

Section 2: Membership Prerequisites and Responsibilities
(a) Induction Requirements
   (i) All prospective and current members of CCWA shall be enrolled in an approved undergraduate degree program at The Ohio State University and shall be in good academic standing.
   (ii) All prospective members must attend at least six (6) weekly CCWA meetings of which at least (3) meetings must be attended consecutively to be considered for membership.
   (iii) All prospective members must pay the annual membership dues fee outlined in Article III Section 4(a).
   (iv) A prospective member shall enjoy the right to attend all official meetings, programming, and social events of CCWA prior to becoming an official member.
   (v) Membership in CCWA shall be open to all individuals upon completion of the above criteria.
(b) Attendance Requirements
(i) Members will be expected to attend fifty (50) percent of all weekly meetings per semester.
   (1) In extraordinary circumstances, such as family emergency, illness, or class conflict, a member may petition the Membership Committee to waive attendance requirements.

(c) Membership Responsibilities
   (i) Actively participate in CCWA meetings.
   (ii) Pay annual dues as assessed by the Director of Finance.
   (iii) Actively participate in the conferences and events of CCWA.
   (iv) Vote on all motions proposed by members and the Executive Board.
   (v) Participate and vote in all elections of the Collegiate Council on World Affairs.

Section 3: Membership Code of Conduct
(a) All members and prospective members are expected to abide by all parts of The Ohio State University Student Code of Conduct at all official and unofficial events hosted by CCWA.
(b) Hazing of any member(s) or prospective member(s) of CCWA, based on membership status, age, color, creed, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, marital or veteran status by a current or prospective member(s) shall not tolerated under any circumstances.

Section 4: Membership Dues
(a) The Finance Director shall determine annual membership dues at the beginning of the academic year.
(b) Each member shall pay membership dues to the Director of Finance.
   (i) All prospective members shall pay the full membership dues, as outlined in Article III Section 2(a)(iii) before being granted membership.
   (ii) Dues for returning members must be paid by the third (3rd) week of Autumn Semester or the member in question shall incur a five dollar ($5.00) penalty.
       (1) In extraordinary circumstances a member may petition the Director of Finance to extend their individual payment deadline.

Section 5: Honorary Membership
(a) The Collegiate Council on World Affairs may, on the nomination of a member and approval of the Executive Board, grant honorary membership to non-members of the club.
(b) Honorary members will not be required to pay annual dues, attend 50% of meetings, or fulfill the requirements outlined in Article III Section 4

Section 6: Removal of Membership
(a) If an official CCWA member is violating the Membership Code of Conduct, defying the mission of CCWA, or unnecessarily damaging the reputation of CCWA, any member in good standing may bring up the offending member for consideration of membership removal.
(b) The plaintiff member must inform the Director of Membership and President in writing of the motion one (1) week prior to formally moving for consideration of membership removal at a weekly CCWA meeting.
   (i) The Director of Membership will inform the defendant member no later than five (5) days prior to the motion being introduced.
(c) The plaintiff member must motion for Removal of Membership Consideration at a regularly scheduled weekly CCWA meeting after following the required steps in Section 6(b).
   (i) Two thirds (⅔) majority of members present must vote in favor of the motion for it to be formally considered.
(d) Consideration for Removal Process
   (i) After the motion for membership removal has been formally considered, the defendant member shall leave the room, and the plaintiff member shall give a speech no longer than 3 minutes before the body explaining the reason(s) the defendant should lose membership.
   (ii) The plaintiff member shall then leave the room, and the defendant member shall be given 3 minutes to defend themselves before the body.
   (iii) Following both speeches, the defendant and plaintiff members shall leave the room, and the body will have up to 10 minutes to discuss the motion.
   (iv) After discussion has ended, a secret ballot of all members present (excluding the President, Director of Membership, defendant and plaintiff) shall be taken.
   (v) A two thirds (⅔) vote in favor by all present voting members shall be required to remove the defendant’s membership.

ARTICLE IV: Leadership Organization

Section 1: Officers of the Executive Board
(a) The following individuals shall be the elected voting officers of the executive board:
   (i) President
   (ii) Vice President
   (iii) Director of Finance
   (iv) Director of Membership
   (v) Director of Marketing
   (vi) Executive Secretary
   (vii) Director of Recruitment
   (viii) Director of Outreach
   (ix) Director of Advocacy
(b) The following individuals shall be appointed non-voting officers of the Executive Board;
   (i) Head Delegate(s)
      (1) At the discretion of the outgoing Executive Board, up to two Head Delegates may be appointed
   (ii) United Nations Advocacy Liaison
   (iii) *Alger Magazine* Editor-in-Chief
   (iv) Secretary-General of The Ohio State University Model United Nations Conference (OSUMUN)
(c) The following individuals shall be appointed non-voting officers of CCWA, but not of the Executive Board:
   (i) Alger Magazine Managing Editor
   (ii) Weekly News Quiz Coordinator

Section 2: Officer Eligibility
(a) Any member of The Collegiate Council on World Affairs in good standing who meets the qualifications for the office shall be eligible to seek and hold such office.
(b) The membership of the Collegiate Council on World Affairs shall elect officers, who shall each serve a one (1) year term.
   (i) A member can only hold one position on the Executive Board, and incumbent or incoming Executive Board members may not seek appointed positions that would coincide with their term of elected or appointed office.
(c) All officers shall keep records detailing their activities pertaining to their positions during their term.
   (i) These records must be submitted to the President-elect upon completion of said term.
(d) All officers shall retain full rights and fulfill all responsibilities of membership to remain in office

Section 3: Elected Officer Responsibilities
(a) The President shall
   (i) Call, preside, and supervise over the Executive Board and general body meetings as chair and be considered the chief Executive Board member.
   (ii) Be responsible for establishing the agenda for all executive board and general body meetings.
   (iii) Coordinate efforts of all members of CCWA in relevant business.
   (iv) Serve as ex-officio member on all committees.
   (v) Be considered the primary liaison and point of contact to all outside organizations and campus administration unless delegated otherwise.
   (vi) Issue at the conclusion of their term of office, with consultation of the Executive Board, a yearly executive report. The executive report must be made available to CCWA’s advisors and membership and submitted to the University Archives and placed on file with the Executive Secretary.
   (vii) Not vote in Executive Board votes except to break a tie, or any general meeting CCWA officer elections except in the case of a secondary tie as prescribed in Article V, Section 2.
(b) The Vice President shall
   (i) Perform all the duties of the President in the event the President is unable.
   (ii) Temporary assume the Presidency if the office of President becomes vacant due to resignation, impeachment, or other extenuating circumstance until a new President is elected as as prescribed in Article V, Section 1(b)(iii).
   (iii) Coordinate efforts of all members of CCWA in relevant business.
   (iv) Shall be considered the secondary liaison and point of contact to all outside organizations and campus administration unless delegated otherwise.
(v) Serve as ex-officio member on all committees.
(vi) Serve as a voting member of the Executive Board.

(c) The Director of Finance shall
   (i) Be the chief financial officer of the organization and as such shall be granted access to all CCWA financial accounts.
   (ii) Serve as the chair of the Finance Committee.
   (iii) Report once monthly to the Executive Board on the financial status of the organization in an itemized report.
   (iv) Maintain and manage the finances of CCWA by:
      (1) Collecting and recording all payments and donations made to this organization.
   (v) Manage the Collegiate Council on World Affairs monetary and fiscal accounts.
   (vi) Distribute funds to satisfy any outstanding financial obligations of CCWA.
   (vii) Itemize all receipts and expenditures in a written monthly report for the Executive Board.
   (viii) Seek out opportunities for donations, partnerships, and fundraising for the Collegiate Council on World Affairs.
   (ix) Serve as a voting member of the Executive Board.

(d) The Director of Membership shall
   (i) Keep attendance at all general meetings.
   (ii) Serve as the chair of the Membership committee.
   (iii) Coordinate CCWA’s official membership events.
   (iv) Keep communication with membership about attendance.
   (v) Coordinate the CCWA Membership Inductions events.
   (vi) Coordinate the CCWA Annual Year End Banquet.
   (vii) Be encouraged to work closely with the Director of Recruitment and Recruitment Committee in planning programming.
   (viii) Serve as a voting member of the Executive Board.

(e) The Director of Marketing shall
   (i) Oversee all promotional media related to CCWA.
   (ii) Work in conjunction with the Executive Secretary in managing all CCWA related social media.
   (iii) Promote and market all official CCWA events.
   (iv) Be responsible for the creation of official organization apparel.
   (v) Serve as a voting member of the Executive Board.

(f) The Executive Secretary shall
   (i) Be responsible for coordinating all internal and external communication with CCWA and be considered the chief communications officer.
   (ii) Work in conjunction with the Director of Marketing in managing all CCWA related social media.
   (iii) Keep the minutes of the Executive Board and general body meetings.
   (iv) Act as the authority on CCWA’s Constitution and act as the parliamentarian of CCWA.
   (v) Inform the club of upcoming events and the state of the club.
   (vi) Serve as the Alumni point of contact.
(vii) Serve as an ex-officio member of all standing committees of CCWA.
(viii) Serve as a voting member of the Executive Board.

(g) The Director of Recruitment shall
   (i) Plan and coordinate all matters pertaining to prospective members.
   (ii) These responsibilities include:
         (1) Collecting the contact information of prospective members at their first meeting
         (2) Educating prospective members about the process of granting CCWA membership.
   (iii) Serve as chair of the Recruitment Committee.
   (iv) Plan and coordinate all CCWA events specifically tailored to new members.
   (v) Be encouraged to work closely with the Director of Membership, and Membership Committee in planning programming.
   (vi) Serve as a voting member of the Executive Board.

(h) The Director of Outreach shall
   (i) Work to improve and maintain relationships with other student organizations at Ohio State’s campus.
   (ii) Work to improve and maintain relationships with organizations in the Columbus, Ohio and the surrounding area.
   (iii) Serve as the chair of the Outreach Committee.
   (iv) Be encouraged to collaborate with the Director of Advocacy in planning events pertaining to both committees.
   (v) Engage CCWA in philanthropic activities in and around campus.
   (vi) Serve as a voting member of the Executive Board.

(i) The Director of Advocacy shall
   (i) Represent the interests of United Nations Advocacy in and around campus.
   (ii) Advocate for United Nations initiatives.
   (iii) Serve as the chair of the Advocacy Committee.
   (iv) Coordinate events pertaining to United Nations advocacy causes.
   (v) Educate and spread awareness on United Nations advocacy issues.
   (vi) Be encouraged to collaborate with the Director of Outreach in planning events pertaining to both committees.
   (vii) Serve as a voting member of the Executive Board.

Section 4: Appointed Officer Responsibilities

(a) The Head Delegate(s) shall
   (i) Serve as the leader of The Ohio State University Model United Nations traveling team.
   (ii) Review the applications of prospective delegates, and with the advice of the Executive Board, select delegates to attend all external conferences.
   (iii) Coordinate training of the Model United Nations team.
   (iv) Coordinate all logistical and technical aspects of attending external conferences.
   (v) Attend all external Model United Nations conferences attended by the Ohio State University.
   (vi) Serve as a non-voting member of the Executive Board.
(b) *Alger Magazine* Editor-in-Chief shall
   (i) Co-chair the Editorial Board, in conjunction with the Managing Editor
   (ii) Coordinate and supervise the publication of *Alger Magazine*.
   (iii) Serve as *Alger Magazine*’s liaison to CCWA’s Executive Board.
   (iv) Serve as *Alger Magazine*’s liaison to other organizations and points of contact in and around the Ohio State University and larger community.

(c) *Alger Magazine* Managing Editor shall
   (i) Co-chair the Editorial Board, in conjunction with the Editor-In-Chief
   (ii) Coordinate and supervise the publication of *Alger Magazine*.
   (iii) Coordinate the external events of *Alger Magazine*, including but not limited to official Algerian events.
   (iv) Be officially recognized as by CCWA’s Executive Board, but not serve as an official member of the Executive Board.
   (v) Serve as *Alger Magazine*’s liaison to other organizations and points of contact in and around the Ohio State University and larger community.

(d) Secretary-General of Ohio State Model United Nations Conference (OSUMUN) shall
   (i) Specifically, but not solely, focus on content and programming of the conference.
   (ii) Serve as a non-voting member of the Executive Board.

(e) United Nations Advocacy Liaison shall
   (i) Communicate with the United Nations Advocacy / United States of America (UNA/USA) branch.
      (1) Report recommendations and suggestions from UNA/USA to Advocacy Director.
   (ii) Serve as a member of the Advocacy Committee.
   (iii) Assist the Director of Advocacy in coordinating various events related to UNA Advocacy.
   (iv) Serve as a non-voting member of the Executive Board.

(f) Weekly News Quiz Coordinator
   (i) Coordinate and present the weekly news quiz during regularly scheduled weekly body meetings.
   (ii) Be officially recognized as by CCWA’s Executive Board, but not serve as an official member of the Executive Board.

**ARTICLE V: ELECTIONS & APPOINTMENTS**

**Section 1: Officer Selection**

(a) Yearly elections for new CCWA officers shall take place on the second Tuesday of February during the regularly scheduled weekly meeting.

(b) Terms of office for outgoing elected and appointed officers shall end on the third Tuesday in March, with incoming officers taking office on the same date unless otherwise stipulated.
   (i) If an elected officer resigns, is removed from office, is separated from CCWA, or is otherwise unable to fulfill their duties prior to the end of their regularly scheduled term, the vacancy shall filled by special election.
Section 2: Election Process
(a) Nominations for elected positions shall be taken from the membership of CCWA.
(b) Nominations shall be opened the first Tuesday of February during the regularly scheduled weekly meeting, and will remain open for each individual position until election speeches for each specific position begin on the second Tuesday of February during the regularly scheduled meeting;
   (i) All nominees shall be given a chance to accept or decline their nomination.
(c) Nominees may decline a nomination at any point before their election begins.
   (i) Members may be nominated for multiple positions.
   (ii) Self-nominations shall be accepted.
   (iii) Members may nominate more than one individual.
(d) The Elections Process
   (i) All nominees for a position will be given the opportunity to speak for a maximum of three (3) minutes in front of the membership of the Collegiate Council on World Affairs.
      (1) The time allotted can be amended by a two thirds (⅔) majority of the present membership.
      (2) All nominees for the same position must be allotted the same amount of time to speak.
      (3) The speaking time must include both a speaking time and question and answer session.
         a) All nominees for the same position must be asked the same questions, and given the same amount of time to answer them.
(e) Voting Process
   (i) Officers will be elected in the following order, and seniority of officers will be considered in descending order:
      (1) President
      (2) Vice President
      (3) Director of Finance
      (4) Director of Membership
      (5) Director of Marketing
      (6) Executive Secretary
      (7) Director of Recruitment
      (8) Director of Outreach
      (9) Director of Advocacy
(ii) After all speeches for a position have concluded, a vote of all members present, excluding the incumbent President, shall be taken by secret ballot.

(iii) An absolute majority (50% + 1) of members present will be required to elect an officer.

   (1) If an absolute majority (50% + 1) is not reached on the first ballot, a runoff election will be held between the candidates receiving the highest and second highest number of votes from the initial vote.
   (2) All members present excluding the incumbent President will vote in the runoff election.
   (3) In the case of a tie in the runoff election, the incumbent President shall cast a vote for one of the two runoff candidates.

Section 3: Appointments

(a) All appointed officers must be approved by a two-thirds (⅔) majority of voting Executive Board members unless otherwise stipulated.

(b) Head Delegate(s) will be appointed by the outgoing Executive Board during Spring Semester.

(c) Candidate(s) for Alger Magazine Editor-in-Chief and Managing Editor shall be selected by consensus of Alger Magazine’s Editorial Board, in consultation with CCWA’s outgoing Executive Board during the Spring Semester of every academic year.

   (i) Once selected, the candidates for each position shall be confirmed by both the incoming and outgoing Executive Boards of CCWA.

      (1) CCWA’s Executive Board shall reserve the ability to reject a candidate by a ⅔ majority vote of outgoing Executive Board voting members.

   (ii) In the event that Alger Magazine’s Editorial Board cannot reach a consensus or fail to choose between multiple candidates for Editor-in-Chief and Managing Editor respectively, CCWA’s outgoing Executive Board shall break the impasse by an absolute majority (50% + 1) vote.

(d) The Secretary-General of OSUMUN shall be appointed within forty-five (45) days of the completion of the previous year’s conference by the most current Executive Board.

(e) The UNA Liaison shall be selected by the incoming Executive Board in Spring Semester.

(f) The Executive Board may, at its discretion and subject to a two-thirds (⅔) vote in favor, appoint any member in good standing to coordinate a specific program, project, or event, who shall also serve as a non-voting member of the CCWA Executive Board.

(g) With the exception of the Head Delegate[s] and Secretary General of OSUMUN, appointed officers’ terms shall end on the third Tuesday of March or until a successor is appointed.

   (i) The term of the Secretary General and OSUMUN shall end at the conclusion of their respective conference.

   (ii) If the Collegiate Council on World Affairs is planning to attend an external Model United Nations Conference after the third Tuesday in March, the term of the current Head Delegate(s) shall end at the conclusion of the last external conference at the end of the current academic year.
At least one new Head Delegate must be appointed within forty five (45) days of the new Executive Board taking office, to work in tandem with the current Head Delegate(s) if more external conferences are planned later in the academic year. (1) This / these Head Delegate(s) term(s) shall end on the third Tuesday in March or at the conclusion of the last external Model United Nations conference during the next academic year, whichever occurs latest.

ARTICLE VI: COMMITTEES

Section 1: Membership Committee
(a) The Membership and Recruitment Committee shall
   (i) Be chaired by the Director of Membership
   (ii) Responsible for membership development and retention.
   (iii) Work to market CCWA and to recruit prospective members.
   (iv) Organize official social activities and membership programming of CCWA.
   (v) Issue a yearly census and maintain the demographic records of CCWA.
   (vi) Publish and maintain the CCWA events calendar.
   (vii) Grant membership as outlined in Article III of this Constitution.
   (viii) Be encouraged to work closely with the Director of Recruitment and Recruitment Committee.

Section 2: Recruitment Committee
(b) The Recruitment Committee shall
   (i) Be chaired by the Director of Recruitment
   (ii) Responsible for membership development and retention.
   (iii) Work to market CCWA and to recruit prospective members.
   (iv) Plan events tailored specifically towards new and prospective members.
   (v) Organize and oversee recruitment presentations in classrooms, clubs, and all other venues.
   (vi) Be responsible for organization, preparation, and participation of CCWA at the Autumn and Spring Involvement Fairs.
   (vii) Be chaired by the Director of Recruitment

Section 3: Outreach Committee
(a) The Outreach Committee shall
   (i) Be chaired by the Director of Outreach.
   (ii) Work to create and maintain good relationships with other organizations in and around campus.
   (iii) Work to create and maintain good relationships with organizations in and around Columbus
   (iv) Be encouraged to work in tandem with the Director of Advocacy and Advocacy Committee when appropriate.

Section 4: Advocacy Committee
(a) The Advocacy Committee shall
(i) Be chaired by the Director of Advocacy.
   (1) The UNA Liaison must also be a member of the Advocacy Committee.
(ii) Collaborate with the Outreach committee on various related events.
(iii) Assist the Director of Advocacy in planning United Nations Advocacy events on campus.
(iv) Be encouraged to work in tandem with the Director of Outreach and Outreach Committee when appropriate.

Section 5: Algerian Editorial Board
(a) The Editorial Board shall
   (i) Be presided over by the Algerian Editor-In-Chief.
   (ii) The Editorial Board shall oversee the publication of the organization’s official magazine, The Algerian.
(b) The membership periodical will be named in recognition of Advisor Emeritus, Chadwick F. Alger.

Section 6: Conference Steering Committee
(a) Ohio State University Model United Nations Conference (OSUMUN) shall be the flagship high school conference.
   (i) The Secretary-General of OSUMUN shall be responsible for overseeing substantive material organized for the conference’s committees.

Section 7: The Ohio State University Model United Nations Traveling Team
(a) The Ohio State University Model United Nations Traveling Team Committee shall be led by the Head Delegate(s).
(b) The Ohio State University Model United Nations Team shall represent Ohio State at all intercollegiate Model United Nations conferences CCWA attends.
(c) The Head Delegate, in consultation with the Director of Finance, shall oversee all logistics and expenses of the intercollegiate conferences attended by the Collegiate Council on World Affairs.
(d) CCWA members shall be selected to attend external conferences on a merit application basis by the Head Delegate(s).

Section 6: Ad-hoc Committees
(a) Ad-Hoc committees shall be formed and dissolved as deemed necessary by a simple majority vote of the Executive Board.
(b) The President and/or Vice President may call for the organization of an ad-hoc committee at any time.
(c) Ad-Hoc committees shall be chaired by a member of the general body who is selected by a two-thirds (⅔) majority of voting Executive Board members.
   (i) Any member serving as an Ad-Hoc committee chair shall be a nonvoting member of the Executive Board.
(d) All directives and responsibilities of an ad-hoc committee and its leadership shall be presented during a proposal to the Collegiate Council on World Affairs during a general meeting.
(e) The Chair of an ad-hoc committee shall regularly report all activities to the Executive Board.

Section 7: Committee Membership
(a) A member of CCWA may be a member of any standing or ad-hoc committee.
(b) A prospective member of CCWA may participate in a meeting of any ad-hoc or standing committee.

ARTICLE VII: OFFICER IMPEACHMENT AND REMOVAL FROM OFFICE
Section 1: Removal of an Officer
(a) If for any reason, a member of CCWA feels that an elected or appointed officer on the Executive Board is not fulfilling the office’s requirements and responsibilities, is defying the mission of the organization, or has committed an act that constitutes harm to the organization or its’ members, any member in good standing can move for the Consideration for Removal of said officer from their office.
(b) A motion for consideration for removal of an officer shall require an absolute majority (50% + 1) vote in favor of members present.
   (i) Members wishing to move for the consideration for removal of an officer must notify the current President and Executive Secretary at least one (1) week in advance of making the motion.
      (1) If the offending officer is the current President or Executive Secretary, the Vice President shall be notified in their place.
   (c) Consideration for removal may only be considered at the meeting following passage of the motion.
      (i) The highest ranking Executive Board member by seniority who is not under impeachment shall serve as the presiding officer.
      (ii) The defendant officer shall leave the room, and the plaintiff member shall make a five (5) minute speech presenting reasons for the removal.
      (iii) The plaintiff member will then leave the room, and the defendant officer shall be allowed to make a five (5) minute speech defending themself before the body.
      (iv) The plaintiff and defendant members shall then be excused from the meeting, and the membership of CCWA may discuss the motion for up to five (5) minutes.
      (v) Removal of an officer shall require a two-thirds (2/3) vote in favor of all members present.
         (1) The presiding officer, plaintiff and defendant shall not cast a vote, and will not count towards the total number of members present.
         (2) If an elected officer is removed from office, a special election shall take place in accordance with Article IV, Section 1(b).
         (3) If an appointed officer is removed from office, a replacement will be appointed in accordance with Article IV, Section 3.

ARTICLE VIII: MEETINGS
Section 1: General Membership Meetings
(a) CCWA will meet regularly during Fall and Spring semesters.
Section 2: Executive Board Meetings
(a) The Executive Board shall meet regularly during Fall and Spring Semesters.
(b) The President may call additional meetings at their discretion.
(c) Attendance is expected for all Executive Board officers.
(d) Chairs of all ad-hoc and standing committees may attend Executive Board meetings.

Section 3: Standing and Ad-Hoc Committee Meetings
(a) Standing and extant ad-hoc committees shall meet at least once per month during Fall and Spring semesters.
(b) Chairs may call additional meetings at his or her discretion.
(c) Chairs shall designate a member present to take minutes and report them to the President in a timely fashion.

Section 4: Quorum
(a) Quorum for all Executive Board meetings shall be fifty percent plus one additional voting member (50% +1).

ARTICLE IX: ADVISORS
Section 1: Advisor Responsibilities
(a) CCWA shall have at least one (1) faculty advisor and one (1) staff advisor.
(b) Advisor Rights and Responsibilities
   (i) Be open to communication from all CCWA members.
   (ii) Remain in communication with the Executive Board in order to make sure that the organization is running in accordance with its mission.
   (iii) May attend any CCWA meeting or official event at their discretion.
   (iv) Maintain monthly communication with the Executive Board and semester based Communication with the General Body.
   (iii) Maintain any advisor duties required by the Ohio Union and the Office for Student Life.

Section 2: Advisors Emeriti
(a) CCWA may, on the written nomination of a member, adopt advisors emeriti.
(b) Approval of all advisors emeriti shall require a two-thirds (2/3) vote of all members present.
(c) All advisors emeriti and the year of their adoption shall be listed in the Constitution of the Collegiate Council on World Affairs:
   (i) The late Professor Emeritus Chadwick Alger, Advisor Emeritus 2012-2014
   (ii) Erik ‘MUN’ Leiden, President of the Collegiate Council of World Affairs 2014 - 2015
   (iii) Nicolas Cage, world renowned actor and meme.

ARTICLE X: CONSTITUTIONAL AMENDMENTS
Section 1: Changes to this Constitution
(a) Technical and Substantive changes to the Constitution
Any member of CCWA in good standing may propose an amendment of this Constitution.

All proposed amendments must be submitted in writing to the Executive Secretary, President and Vice President and discussed one general body meeting before the proposed amendment is voted on.

1. Technical and substantive amendments to this Constitution may only be considered by a two thirds (2/3) vote in favor by members present at a general body CCWA meeting;

2. Technical changes to this Constitution shall only be approved by a two-thirds (2/3) vote in favor by the members present at the next CCWA general meeting following the amendment proposal.

(b) Grammatical, typographical and semantic changes to the Constitution

(i) Grammatical, typographical and semantic changes to the Constitution may be made by a three fourths (¾) vote in favor by the voting members of the Executive Board at an Executive Board meeting.

(ii) Any grammatical, typographical or semantic changes approved by the Executive Board must be announced and detailed to the general membership at the next regularly scheduled CCWA weekly meeting.

Section 2: Review Committee

(a) This Constitution shall be reviewed during the Spring Semester of every even calendar year.

(b) The review shall be conducted by a committee of three (3), including:

(i) The outgoing President

(ii) The incoming Executive Secretary

1. The Executive Secretary shall serve as Chair of the Review Committee.

(iii) A general member, not serving as an officer or Chair of a committee, selected by the Director of Membership.

(c) The Review Committee shall present any proposed amendments before the end of the current term of office to the President and Executive Secretary.

ARTICLE XI: DISSOLUTION

Section 1: Dissolution of The Collegiate Council on World Affairs

(a) If the organization fails to maintain at least five (5) members, the organization shall automatically be dissolved.

(b) Any and all remaining CCWA assets shall be turned over to the Political Science department at the Ohio State University to further scholarship in World Affairs.