

## **College of Social Work- OUT IN SOCIAL WORK**

### **Article I- Name, Purpose, and Non-Discrimination Policy**

Section 1: Name:

Out in Social Work

Section 2: Purpose: Out in Social Work is an organization created to unify Lesbian, Gay, Bisexual, Trans\*, Queer, Intersex, Asexual, Questioning and our Allies (LGBTQIAQ+A). We serve to positively affect the culture of the College of Social Work so that all students feel supported among their fellow students, professors, and college administrators.

We welcome all College of Social Work students, regardless of sexual orientation.

Mission Statement: Out in Social Work is a student group for Lesbian, Gay, Bisexual, Trans\*, Queer, Intersex, Asexual, Questioning and our Allies in the College of Social Work. Out in Social Work will provide a supportive and welcoming community for LGBTQIAQ+A students in the College of Social Work, will engage the wider College of Social Work community in dialogue about LGBTQIAQ+A issues, and will connect with other LGBTQIAQ+A groups across campus.

Our initiatives include the following:

1. Provide a place for LGBTQIAQ+A students majoring in social work to meet, socialize, and network together.
2. Organize professional development workshops presented by local agencies and representatives from the College of Social Work and The Ohio State University.
3. Connect our members with the LGBTQIAQ+A professional community.
4. Annually send students to LGBTQIAQ+A professional conferences.
5. Increase awareness of LGBTQIAQ+A issues, provide advocacy for the LGBTQIAQ+A community, and create a safer educational environment for LGBTQIAQ+A students.

### Section 3: Non-Discrimination Policy

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

### **Article II – Membership:**

Out in Social Work is open to all students in the College of Social Work who support and openly embrace the purpose and mission of Out in Social Work. Voting membership is limited to currently enrolled Ohio State students and advisors. Others, such as faculty and staff, are encouraged to attend open-invitation events but cannot be members of the student organization. Limited opportunities for staff and faculty to take on leadership positions may be possible, upon the approval and recommendation of the advisors and group President. Membership in Out in Social Work shall terminate upon separation from the school due to graduation, withdrawal, or dismissal. Membership in Out in Social Work does not denote or imply any particular sexual orientation.

### **Article III- Leadership**

#### Section I: Leadership Requirements and Qualifications

All members of the executive board must attend every executive board meeting and be willing to dedicate all necessary time to the group. All executive board members must be willing to head up a committee. All executive board members must be supportive of the goals of the organization and the LGBTQIA community.

#### Section II: Length of the term

Every leadership position has the duration of one year, starting at the end of spring semester.

### Section III: Role of the President

The President is the overarching leader and voice of the organization. They must attend every meeting, embody the beliefs of the organization, and set a good example for the other members. The President serves as the direct line of communication between the advisors and the members. Furthermore, the President will be in charge of the executive board meetings.

### Section IV: Role of the President-elect

This position cannot be occupied by a graduating senior. They will assume the presidential role during their senior year. This individual assists in running general subgroup meetings.

### Section V: Role of the Vice President of Internal Affairs

This individual will serve as the head planner of social events, planning a minimum of two per semester. The Vice President of Internal Affairs will also assist in running general subgroup meetings.

### Section VI: Role of the Vice President of External Affairs

The responsibilities of the Vice President of External Affairs include but are not limited to acting as the head planner of professional development events (including the annual Networking Night) and assisting in the execution of general subgroup meetings.

### Section VII: Role of the Director of Marketing

The Director of Marketing will act as the main voice of the student organization through the use of advertising. They will also assist the vice presidents in event planning and marketing for them.

### Section VIII: Role of the Director of Outreach

The Director of Outreach will establish and maintain communication with other universities, the multiple departments within Ohio State and potential and current sponsors.

#### Section IX: Role of the Director of Education

The Director of Education will focus on awareness and diversity improvement within the College of Social Work. They will champion for and help conduct LGBTQIAQ+A diversity training events.

#### Section X: Role of the Secretary

The Secretary will ensure communication between members. They will compile the email list of members, keep meeting minutes in a live google doc, and organize all communications, professional or otherwise, by receiving cc's of every email.

#### Section XI: Role of the Webmaster

The Webmaster will handle advertising on social media, ensure the group's calendar is up to date, establish and maintain a website, and push to keep membership growing via social media.

#### Section XII: Role of the Treasurer

The Treasurer will attend treasurer training and handle all of the funds of the organization. They will send monthly financial reports to a select advisor and provide a monthly budget report for the executive board.

#### Section XIII: Role of the Social Work Diversity Committee Representative

The Social Work Diversity Committee representative will attend the meetings and keep the rest of the executive board up to date on events and opportunities within the College of Social Work.

## **Article IV- Standing Committees**

### Section I: Formation of Committees

The President and Vice Presidents will form committees as they see fit. Members will either be appointed to a certain committee or they can volunteer to join one.

### Section II: Requirements of a Committee

Attendance would be required at committee meetings. The members would work as a team to achieve their specific goals.

## **Article V: Elections and Removal Process**

### Section I: Voting Process

In order to initiate Out in Social Work, advisors will nominate and select students for officer positions to serve during the first year. There are no term limits, and an officer may be re-elected as many times as Out in Social Work members see fit. After the first year, all officers shall be elected by a majority vote of eligible voting members of Out in Social Work. All elections will be held on an annual basis in April of each academic year at a meeting compromised of a quorum of Out in Social Work members. All officers must be students enrolled in the College of Social Work. New officers shall begin their term on May 1 of each year.

### Section II: Removal Process

If a student in a leadership position does not meet expectations, the first course of action would be a meeting with an advisor to address the issue. The student leader must have two strikes before they are considered for removal. If the issue persists, all advisors must express interest to the President in removing the officer. The executive board will vote in the absence of the member in question, and if a  $\frac{2}{3}$  majority is present to remove the member, they will no longer have the responsibility of an officer.

#### **Article VI – Advisors:**

The advisors must be full-time members of university faculty or administrative & professional staff. The advisors should be someone with whom the members can go to for guidance about issues with the organization. The advisors must help with handling financials for large events and help with professional outreach. Advisors should also aid the officers to communicate with other College of Social Work faculty. These responsibilities will be split between the advisors as they see fit.

#### **Article VII: Required Meetings**

##### Section I: Meeting Minimums

At least two general body meetings should take place over the course of an academic semester, not including summer term. Two social events and at least one professional development event should occur in a semester as well.

#### **Article VIII: Method of Amending the Constitution**

##### Section I: Proposal Process

A member of the Executive Board must propose the changes to the Constitution and present the re-written version at the next executive board meeting.

## Section II: Approving the New Constitution

Eighty percent of the executive board, including the President and President-elect, as well as all of the advisors must be in favor of the amended constitution. After the executive board accepts the proposed changes to the Constitution, the general body must accept the changes by a majority vote.

## **Article IX: Method of Dissolution of Organization**

### Section I: Process of Dissolution

In the event that the student organization no longer has a need within the department, all advisors must vote in favor of dissolving the organization. The current President and President-elect must meet with the advisors to discuss the option of dissolution. If all parties are in favor, a vote will be held at the next Executive Board meeting. If a unanimous vote is achieved from the student leadership, another vote will be taken at the next general body meeting. If at least 70% of the general body is in favor of dissolution, the organization will be terminated.