

ICMA STUDENT CHAPTER AT OHIO STATE UNIVERSITY

Constitution

Article I: NAME

The name of the organization will be the International City/County Management Student Chapter at Ohio State University, henceforth referred to as the ICMA Student Chapter or the Chapter.

Article II: PURPOSE

The purpose of this organization is to:

1. Introduce and integrate students to the local government management profession;
2. Familiarize students with ICMA, the premier local government management association, its members, resources, and policies;
3. Establish connections between local government management theories, practices, and applications through tangible and actual examples.
4. Cultivate a learning community wherein members actively share experiences and learn from one another.

Article III: AFFILIATION

The Student Chapter shall be an official chapter of ICMA. Wherein, the University and its students are entitled to the designation of ICMA Student Chapter Member; unlimited membership for eligible students of that university; and access to ICMA Student Chapter content provided by ICMA. All actions, activities, events, and statements made by the Student Chapter should mirror and adhere to ICMA policies, including the ICMA Code of Ethics. ICMA reserves the right to retract Chapter Membership for failure to adhere to the agreement, charter, or ICMA policies.

Article IV: MEMBERSHIP

As part of the Chapter Agreement, students attending the University are entitled to ICMA student membership, as follows:

1. Through this affiliation, this Chapter's participants will be entitled to one student membership, so long as:
 - a. The student is enrolled as a part-time or full-time student.
 - b. The student is not a Chief Administrative Officer or Assistant Chief Administrative Officer in a local government.
2. The Chapter participants agree to adhere to ICMA Student Membership policies, including the ICMA Code of Ethics.

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3. It is required as part of ICMA Membership that each member support and follow the ICMA Code of Ethics:
 - a. Students who are not in service to a local government must adhere to Tenets 1 and 3.
 - b. Students who are working, interning, or in service to a local government are required to observe the entire Code of Ethics (Tenets 1 through 12)
4. Student Membership includes access to ICMA's vast variety of resources: online, electronic publications, informational networks, and annual conference.

Student membership will last the length of each academic year. At the start of the academic year, all members must fill out a new membership form to be considered a member of the Chapter. Should a member fail to meet the required tenets of membership or conduct himself in any manner unbecoming to the chapter, the member may be removed by a majority vote of the Executive Committee.

Student membership fees shall be determined at the start of each academic year. All monies accrued through dues shall be for the benefit of the membership. Membership fees may be changed prior to the start of the academic year, according to chapter's scale and financial needs. The President, Treasurer, Faculty Advisor, and Chapter Mentor shall author the right to adjust membership fees. Any adjustments to membership fees must be made prior to the opening of membership enrollment for the academic year.

Article V: NON-DISCRIMINATION

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 VI: OFFICERS

As part of the ICMA Student Chapter Agreement, this Chapter shall have a student President, Faculty Advisor, and Chapter Mentor. The Chapter Mentor shall be a professional local government manager. Should either position be vacated, the Faculty Advisor and Chapter Mentor shall be chosen by the membership via a simple majority vote and may remain in this capacity until the membership decides otherwise.

In addition to a student President, this chapter shall have a student Secretary/Treasurer, Graduate Representative, and Undergraduate Representative. The duties of these student officers are as follows:

1. **President.** The President shall carry out the direction of the Chapter, call and facilitate chapter meetings, and ensure that the Chapter adheres to its charter. He or she shall be the official spokesperson and point of contact for the Chapter. The President serves as the

Chapter's representative to the Ohio City/County Management Association Board. The President is responsible for ensuring the duties of all other officers are executed.

2. **Secretary/Treasurer.** The **Secretary/Treasurer** shall manage all funds of the student chapter and serve as President when the President is unable to do so. The **Secretary/Treasurer** is also responsible for taking minutes at Executive Committee meetings, and assisting the President as necessary.
3. **Graduate Representative.** The Graduate Representative serves as the voice for graduate members in the Chapter.
4. **Undergraduate Representative.** The Undergraduate Representative **serves as the voice for undergraduate members in the Chapter and** is responsible for gauging interest at the undergraduate level, publicizing events to undergraduate classes, and bringing forth any concerns held by undergraduate chapter members.

Student officers, with the exception of the President, shall be appointed to **one-year** terms in the mid **point** of every spring semester. All positions are eligible for reappointment each year. Terms will commence in May of the year in which they are appointed and end in April of the following year. Appointments of all student officers shall be done through an interview process with the Chapter Advisor, Chapter Mentor, and President. The President shall be appointed in January of each academic year to a one-year term commencing in May through an interview process with the Chapter Advisor, Chapter Mentor, and current President, **unless the current president is applying to serve a second term.**

An officer may be removed of office in the event of fraudulent behavior, excessive absence and/or nonfeasance of official duties, or because of conduct detrimental to the Student Chapter. To bring grounds for removal, the charged officer must be provided any allegations and disciplinary matters should first be addressed among the Executive Committee. If a disciplinary resolution cannot be achieved, officers may be removed by a unanimous vote of the remaining Executive Committee members. The charged officer and the general membership must receive seven (7) days' notice of any removal action.

Article VII: EXECUTIVE COMMITTEE

The purpose of the Executive Committee is to assist the President in determining the direction of the Chapter, and to serve an advisory role for Chapter initiatives. The President, Chapter Mentor, Chapter Advisor, **Secretary/Treasurer**, Graduate Representative, Undergraduate Representative, additional external advisors, and all Chapter committee chairs shall make up the Executive Committee. The President reserves the right to add external advisors to the Executive Committee as necessary with the approval of the Executive Committee

Article VIII: EVENTS AND MEETINGS

The President has authority to call Executive Committee and Chapter meetings as necessary. In accordance with ICMA policy, the Student Chapter shall host at least **three** meetings or events per semester and encourage students, faculty, and employees of local governments to attend. The purpose of these meetings should be to engage in discussion about the profession, including, but not limited to:

1. The invitation of guest speakers;
2. Presentations of current research within the local government sector;
3. Discussion of current events within local government;
4. Shadowing a local government manager;
5. Participating in a mentorship with a local government manager;

Article IX: AMENDMENTS

The President and Executive Committee shall conduct a review of the Constitution prior to the end of his or her term, and recommend any necessary changes to the incoming President. Any Executive Committee member may propose an amendment to the Constitution. General members may also propose an amendment to an Executive Committee member. Constitutional amendments may be ratified in two ways:

1. A simple majority vote by the Executive Committee must confirm an amendment to the Constitution.
2. Once passed to the membership, Constitutional amendments may be ratified by a simple majority of those members present at the meeting during which the amendment is presented.

Article X: DISSOLUTION

This association may be dissolved after dissolution is approved by the officers and by a two-thirds vote of its members, provided that notice of at least sixty days is given prior to vote. Upon dissolution, the officers will utilize the assets of the association, including those arising from dissolution and distribution. The balance, if any, will insofar as possible be distributed equally among contributing factors.