

iBELIEVE University - The Ohio State University Constitution

The following constitution outlines the purpose, structure and bylaws regarding the operations of iBELIEVE University.

Article I: Name, Purpose and Non-Discrimination Policy of iBELIEVE University

Section I: iBELIEVE University - The Ohio State University

The Student Organization shall be established with the title of “iBELIEVE University”. It shall be branched, and may be referred to as “iBELIEVE University – The Ohio State University”.

Section II: Purpose

The purpose of iBELIEVE University - The Ohio State University is to support The iBELIEVE Foundation. iBELIEVE University shall align its goals and mission with the iBELIEVE Foundation. Heeding this, iBELIEVE University’s foremost mission is to provide opportunity for Appalachian youth. In line with its mission, iBELIEVE University shall serve to recruit effective college staff, advocate for issues affecting Appalachia, perform acts of philanthropy in the Appalachian region, and develop a network of passionate and influential individuals.

Section III: Non-Discrimination Policy

iBELIEVE University and its members shall not discriminate any individuals or groups based on age, color, disability, gender identity or expression, geographic identity, national origin, race, religion, sex, sexual orientation, socioeconomic status, or veteran status. Any and all actions violating this section will result in immediate removal from the student organization.

As a student organization at The Ohio State University, iBELIEVE University expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: <https://hr.osu.edu/public/documents/policy/policy115.pdf>

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu

Article II: Membership: Qualifications and categories of membership

Section I: Qualifications

To be a member of the iBELIEVE University - The Ohio State University, all qualifications of membership must be met. Qualifications are as follows: one must be a student at The Ohio State University in good standing. In accordance with our qualifications, our organization does not allow non-student members.

Section II: Benefits

As a member of iBELIEVE University - The Ohio State University, members are given the opportunity to advocate for the issues affecting Appalachia, network with program alumni,

business professionals, and fellow members, engage in community development, and serve as mentors for iBELIEVE students.

Article III: Methods for Removing Members and Executive Officers

Section I: Method for Removing Members

Any member may be removed, with or without cause, at any time by the affirmative vote of two-thirds ($\frac{2}{3}$) of the officers then in office.

Section II: Methods for Removing Officers

Any vacancy in the number of officers by reason outlined in Article III, Section I may be filled at the same meeting.

Article IV - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders

Section I: Organization Structure

Simply put, there will be four officer positions including: President, Vice President, Secretary, and Treasurer. All of these officer positions, excluding the president, will operate at the same authority level within their respective sub-segments of the organization. To see individual roles and responsibilities of officers refer to “Article II, Section II”.

Section II: Officer Description

- *President*: First and foremost, the president will be the presiding authority over the organization. The President will be tasked with setting meeting times, both full-board and executive, facilitating meetings, organizing/delegating iBELIEVE University sponsored events, and ensuring that the mission and vision of iBELIEVE University and the iBELIEVE Foundation are being followed.
- *Vice President*: The Vice President will be assigned tasks as delegated by the President. In addition, the Vice President will be expected to take on the role of the President in the event of an absence or dismissal.
- *Secretary*: The Secretary will handle all administrative documents directly related to meetings and the President. The Secretary will be expected to keep meeting minutes and attendance records, as well as, post announcements to the organization and handle other administrative tasks as they see fit.
- *Treasurer*: The Treasurer will be responsible for any and all financial matters of the organization. The tasks of the Treasurer include, but are not limited to: presentation of financial reports, creation of budget plans, collection of member dues, and the safekeeping of organization finances.

- *Advisor:* The advisor will serve as a connection between iBELIEVE University and the university. They must complete the required in-person and online advisor training every two years. The advisor is also expected to attend all meetings and events, as well as, assist the treasurer with budget preparation, and interpret university policies and processes in relation to iBELIEVE University.

Article V - Election/Selection of Organization Leadership

Section I: Officer Eligibility

To be an officer of the iBELIEVE University - The Ohio State University, one must be a member of the organization and meet the requirements specified in Article II Section I. In addition to the aforementioned qualifications, one must be a member of the organization for at least one full academic semester. Eligible and interested members must fill out an application acknowledging their commitment to the organization and their agreement to a fair campaign.

Section II: Election

At the conclusion of each academic year, elections will be held for all four officer positions. Eligible and interested members must complete an application for the position(s) that they desire. The applicant will be asked to give a brief campaign speech to the full-board, as well as, to answer any follow-up questions before being placed on the ballot.

Each good-standing member of the organization has one vote per officer position, and the candidate with the majority vote will succeed to the position in the following academic year.

Prospective officers may run for one or more positions. However, if multiple candidacies are won, the prospective officer must choose one position to hold and the vacant position will be filled by the second highest numerical vote-getter.

Article VI - Executive Committee: Size and composition of the Committee

The Executive Committee will consist first and foremost of the organization's officers. The Executive Committee may, by resolution, create any subsidiary committees as they see fit.

Article VII - Standing Committees: Names, purposes and composition

As indicated in Article VI, standing committees will be created by resolution of The Executive Committee. In the instance that committees are established, they will first adhere to the following provisions:

- *Service Committee:* The main priority of the service committee is to partner with neighboring iBELIEVE member high schools to plan and execute the annual iSERVE project. The iBELIEVE University - The Ohio State University will also be in charge of a semester service project, and any other service oriented tasks provided by the umbrella foundation and the president.
- *Mentorship Committee:* The mentorship committee is responsible for the iBELIEVE University's mentorship project "Day in the life of an iB Buckeye." The committee is in charge of gathering interest surveys from neighboring iBELIEVE member high-school

students and matching them to similar iBELIEVE University members. The committee must then follow-up with members to ensure that they have planned and will execute bi-monthly plans with their matched student. The details of the plan must be approved by the committee, who will then be responsible for the execution of the mentorship program.

Article VIII - Advisor: Qualification Criteria

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If the individual serving as the student organization advisor is not representative of the above qualifications, then a co-advisor must be chosen who fulfills the aforementioned University classifications. Advisors and co-advisors are expected to carry out the roles and expectations outlined in Article IV Section II.

Article IX - Meetings of the Organization: Required meetings and their frequency

iBELIEVE University will be scheduled bi-monthly; additional meetings may be added as the officers deem necessary. In order to maintain membership, members are required to attend 50% of the organization's meetings and functions hosted during the fall and spring terms. However, in order to be eligible to run for an office position, the member must maintain a 75% attendance rate.

Article X - Attendees of Events of the Organization: Required events and their frequency

iBELIEVE University will host events addressing service, mentorship, fellowship, and recruitment. All official iBELIEVE University events are mandatory for members of the student organization, and will be planned at the start of each academic term. The code of conduct established by the University must be followed during all iBELIEVE University events. Member or attendee behavior that is not in accordance with either The Ohio State University Code of Conduct, or the iBELIEVE University constitution, will be addressed on a case by case basis by The Executive Committee.

Article XI - Method of Amending Constitution: Proposals, notice and voting requirements

The iBELIEVE University constitution may be amended under the following terms:

Section I: Proposal

A move to action must be proposed to the board of officers and seconded by the majority.

Section II: Notice

If the proposed amendment is seconded, it will then be presented to members for discussion. Following the discussion, a voting date will be established by the officer board.

Section III: Voting Requirements

In order to be eligible to vote, a member must be present for the vote and in good standing with the organization. Each member will be able to cast one vote and the simple majority will win. If the proposed amendment passes it will be added to the constitution and take effect immediately.

Article XII - Method of Dissolution of Organization **

The iBELIEVE University - The Ohio State University student organization shall cease to operate if at least $\frac{2}{3}$ of the total membership, voting during a full-board meeting, decide that the student organization should be dissolved. In the event of a dissolution, the assets of iBELIEVE University remaining shall be disposed of by the officer board in such manner as the board may, by resolution determine, provided that no assets whatsoever shall be given or transferred to or distributed to any individuals, but it shall be given or transferred to The iBELIEVE Foundation to further the mission of the student organization. Following the official dissolution of the organization, the Student Activities staff will be contacted for organization information removal from the website.