**Article I - Name**

The name of this student organization shall be Under the SEA: Marine Biology at Ohio State.

**Article II - Area**

The headquarter of this student organization shall be The Ohio State University in Columbus, Ohio.

**Article III - Objectives**

Section 1. Enrolling our members in activities related to marine biology ranging from academic interests, conservation agendas, and fieldwork.

Section 2. Promoting awareness and interest in ocean and marine life.

Section 3. Fundraising to support ocean conservation efforts and members’ fieldwork experiences.

**Article IV – Membership**

Section 1. Under the SEA and its members shall not discriminate against any individual for reasons of race, color, creed, religion, sexual orientation, national origin, sex, gender identity, age, handicap, or military status.

Section 2. New members and membership renewal shall be accepted at any time during the academic year upon submitting the appropriate membership payment.

**Article V - Termination of Membership**

Membership shall be terminated upon failure of membership renewal specified in Article IV, voluntary resignation, or automatic dismissal sanctioned by a two-thirds vote of the total membership of the student organization. Grounds for dismissal shall be any activity that is detrimental to Under the SEA.

**Article VI - Officers**

Section 1. The officers of Under the SEA shall include a President, Vice President, Secretary, Treasurer, Social Media Director, Events Director, Historian, and at least one Faculty Advisor.

Section 2. Offices shall be open to all paid members of the student organization with a cumulative GPA of 2.50.

Section 3. The President shall be responsible for the initiation and development of programs and trips, determination that other officers perform their duties in a satisfactory manner, coordination of member participation in the Columbus and Ohio State community. The president shall preside at all meetings, assume active leadership, secure projects for Under the SEA to be involved with, and perform other customary duties of the office, such as keeping active standing with the Ohio Union.

Section 4. The Vice-President shall provide information of forthcoming events to the secretary for inclusion in meeting notices/newsletters, provide mentorship for new officers, preside in the absence of the president, and assist President in planning meetings/events and contacting presenters. They will have secondary leadership status with the Ohio Union and act as President in the absence of the official President.

Section 5. The Secretary shall keep the minutes and official records of Under the SEA, create and distribute flyers advertising meetings, and shall handle all correspondence between Under the SEA and professional organizations. He/She shall maintain a roster of officers and general members. He/She shall also handle all correspondence of the club and keep records of it.

Section 6. The Treasurer shall collect and receive all membership payments, fees, and other funds, shall properly care for such funds, and, upon authorization, disburse them to meet obligations of Under the SEA. He/She shall also keep accurate financial records and account for all the funds according to school rules, as well as keep an updated club roster. He/She shall assist the President and other officers in preparing program budgets and financial controls and also apply for operating and programming funds by the deadlines.

Section 7. The Program/Events Director shall collaborate with other members of the executive board to create and execute exciting, interesting events for the club. They shall ensure the fiscal viability of all events, maintain a list of events and statistics throughout the year, and work closely with the secretary and social media director to communicate these events to members.

Section 8. The Social Media Director shall publicize club activities on social media and the club website, and develop and maintain the clubs social media and website. Social media includes: Facebook, Instagram, Twitter, and others.

Section 9. The Historian shall collect for and maintain a record book that keeps pertinent information, such as the year’s activities, officers, award winners, and other accomplishments. He/she shall collect items such as pictures and news clippings about the club and its members.

Section 10. The Faculty Advisor(s) shall be the official representative(s) between Under the SEA and the school administration; shall counsel with the officers, members, and committees of Under the SEA and assist toward the highest accomplishment of the organization. The faculty advisor(s) must be an active member of the teaching staff or administration office of the school.

Section 11. All officers are expected to be at meetings and events unless a proper excuse is given. Officers must be in communication with the President and Secretary if they are unable to make it to a meeting or event. Failure to communicate or an improper excuse will result in a strike, and three strikes will have consequences dependent on decisions of the officer board.

**Article VII - Elections**

Section 1. Candidates for offices shall complete the online application and submit it to the organization by the deadline specified for the election.

Section 2. The officer board may decide if an individual should not be allowed to run. This will be voted on and a majority vote will constitute the decision. Reasons of not being able to run include having a detrimental effect on Under the SEA.

Section 3. All officers shall be elected annually during spring semester. New officers will be trained by current officers for the remainder of the semester. New officers officially begin their term at the end of spring semester and are elected for one year.

Section 4. Any officer of the student organization may be brought upon impeachment charges if 1) he or she is acting detrimentally to Under the SEA or 2) he or she has significantly disregarded the major responsibilities of his or her office. Processes of impeachment for the President include: 1) a list of charges must be submitted to the Vice-President and be signed by three-fourths of the officers and/or the active membership 2) the Vice-President will then hold impeachment holdings, allowing the accused officer to defend his or herself, followed by a vote by the active membership 3) a three-fourths vote results in the impeachment of the President 4) the Vice-President takes over the responsibilities of the President and a special election is held the next meeting to elect a replacement Vice-President. Processes of impeachment for other officers include: 1) a list of charges must be submitted to the President and be signed by three-fourths of the officers and/or the active membership, 2) the President will then hold impeachment holdings, allowing the accused officer to defend himself or herself, followed by a vote by the active membership, 3) a three-fourths vote results in the impeachment of the officer, 4) a special election is held the next meeting to elect a replacement officer.

**Article VIII - Committees**

An Executive Committee shall consist of the elected officers and the faculty advisor(s). All other committees, including marketing, activities, and fundraising committees, shall be appointed by the President as needed.

**Article IX - Meetings**

Section 1. General body meetings will be open to all interested students, those that pay the annual $30 dues will have priority during event registration, research opportunities, and t-shirt orders.

Section 2. General body meetings shall be conducted every other week during the academic year. These meetings will be open to members of Under the SEA and the Ohio State student body.

Section 3. Business meetings shall be held once a month to discuss Under the SEA’s activities, upcoming events, fundraising, and any other issues raised by the members of the student organization. All officers and advisors will attend each business meeting.

**Article X - Quorum**

Section 1. One half of the paid members of Under the SEA shall constitute the quorum necessary for voting procedures for general elections. A majority vote shall constitute a decision. The President shall cast the decisive ballot in the event of a tie.

Section 2. The executive board shall constitute the quorum necessary for voting procedures on executive matters, including but not limited to this document and if a person can run for office. A majority vote shall constitute a decision. The President shall cast the decisive ballot in the event of a tie.

**Article XI - Amendment of Bylaws**

Section 1. This document may be amended by all current officers voting. A majority vote will constitute a decision.

Section 2. Any proposed amendment must be presented to Under the SEA at least one business meeting before being acted upon.

**Article XIII - Dissolution**

Section 1. Under the SEA may be dissolved by its members in accordance with the rules proposed for amending the Bylaws (Article XI) or by authorities of The Ohio State University.

Section 2. Upon dissolution, all just debts shall be paid out of the funds of Under the SEA. Any remaining funds and assets shall be transferred to a nonprofit environmental organization. All records shall be submitted to the school administration for filing or disposal.