**CONSTITUTION OF FAN STUDIES STUDENT ASSOCIATION**

**Drafted October 2015**

**Officers 2018-2019 Academic Year:**

President: Caroline Toy

Vice President: Ryann Patrus

Treasurer: Sarah Jasmine Stork

Advisor: Dr. Merrill Kaplan, Associate Professor, Department of English

1. **ARTICLE 1** – Name, Purpose, and Non-Discrimination Policy
   1. **Section 1 (group name):** Fan Studies Student Association
   2. **Section 2:** The Fan Studies Student Association is a student-organized group primarily intended for graduate and advanced undergraduate students who specialize in the academic field of Fan Studies or related areas of study (such as online communities, fan fiction studies, audience studies, gaming communities, etc). Fan Studies is an emerging academic field that is not supported by established resources at Ohio State. The Fan Studies Student Association will support activities such as a reading group, talks by outside scholars working in pertinent areas, and movie nights out followed by discussion.
   3. **Section 3:** Issues of diversity and equal access to participation are extremely important in most fan communities—and occasionally a point of contention. Diversity is currently a hot topic in the academic field of Fan Studies as well. *Fan Studies Student Association does not discriminate on the basis of race, color, age, sex, gender identity, sexual orientation, national origin, religion, marital or parental status, political affiliation, or veteran status.* Discrimination based on the above factors by members, officers, or advisors against any participant is unacceptable.
2. **ARTICLE 2** – Membership Qualifications and Categories
   1. Membership is open to all Ohio State students, and we welcome the participation of interested faculty and local independent researchers. While the organization (particularly its reading group) is geared toward graduate students and advanced undergraduates working in Fan Studies, all are welcome.
   2. Voting membership is limited to Ohio State students. All officers must be current Ohio State students enrolled in classes or exam/reading hours, or current PhD candidates in good standing with their departments.
   3. The Fan Studies Student Association does not require the payment of dues. Members may be asked to pay for certain activities or materials where participation is voluntary (for example, if the group goes to a movie and holds a discussion of that movie’s fandom afterwards, the organization will not pay for those movie tickets, or students may need to acquire their own copies of books for a reading group). Any new dues requirement will be instituted by amendment of the constitution only, following procedures in item IX.
3. **ARTICLE 3** – Organizational Leadership
   1. Officers, at a minimum, include the President, Vice-President, Treasurer, and Advisor. When appropriate, the President and Vice-President may be designated Co-Presidents with equal access to online resources. Additional officers (such as Events Coordinator) may be added in the event of growth.
   2. Officers will be reassessed every year by the general membership. Because the organization is currently quite small, officer positions will be filled by volunteers, taking pertinent experience into consideration. For example, we prefer to have a Treasurer who has experience creating and managing organization budgets. There are no term limits.   
        
      In the event that multiple people volunteer for the same position, officer roles will be negotiated (for example, if there are two self-nominees for president, President and Vice-President roles will be negotiated, or Co-Presidents will be appointed instead), or a general meeting of the group and special election may be held. In such a case, the position will go to the candidate receiving the majority of votes from members present. Should the organization grow over 15 active members, this policy may be changed to institute an electoral system. Any change will be by constitutional amendment.
   3. Duties:
      1. President: take a leadership role in making organizational goals and ensuring they are attainable and directly support the mission of the organization. Take suggestions from membership for events and reading group texts, and, with other officers, determine whether they are appropriate and realistic. Take the lead in organizing events, officially inviting speakers, and/or delegating organizational duties to other officers or members. Ensure that other officers are doing their jobs. Attend officer training annually.
      2. Vice President: Support the President in the duties listed above. The President may delegate some of these duties to the VP. Other duties may include managing the group’s Facebook page (Fan Studies Student Association) and publicity efforts.  
           
         In the event that the group is led by Co-Presidents, the Co-Presidents will divide the duties of both the above positions between themselves. Co-Presidents must both attend officer training annually.
      3. Treasurer: Make funding requests in advance of deadlines. With the President and Vice-President, create event budgets. Track and submit all receipts. Work with advisor to get EIN, open bank account, and other tasks that ensure the financial health of the organization. Monitor bank balances every month and work with the bank to resolve any problems. Attend treasurer training annually.
      4. Events Coordinator (if the position is added): Handle event logistics. Work with the group advisor or Ohio Union to reserve an event space. Make Coca-Cola requests. Organize publicity efforts for events. Work with event planners at Ohio Union as necessary. The Events Coordinator may recruit general members to assist with general tasks (copying, flyer distribution, room setup, etc), but the officer him/herself is responsible for working with the Union and ensuring that all officers are up-to-date on the process of event organizing.
4. **ARTICLE 4 –** The Fan Studies Student Association does not have an executive committee.
5. **ARTICLE 5** – Due to size, the Fan Studies Student Association does not have standing committees.
6. **ARTICLE 6** – Selecting and Removing Officers and Members
   1. Officers will be selected by the methods described in item III.a. In the event that an officer does not carry out the requirements of his or her position, the President or Co-President will (by email or informal conversation) alert the officer to the problem. If this is not effective, a meeting of officers will be held to determine whether the officer should be replaced. Our preference is to ensure that all officers can meet their obligations, making reasonable accommodations in the event of temporary work and academic conflicts. If such accommodations cannot mitigate the situation and the officer’s inability to manage his or her duties puts the effectiveness of the organization at risk, we prefer to “counsel out” that person, helping them realistically evaluate their participation and resign voluntarily. In the event that this is not effective, the remaining officers will seek assistance and mediation from the Student Organizations office.
   2. Should an officer be involved in an incident of unacceptable behavior, such as (but not limited to) harassment of any member or any incident of bias, an officer meeting will assess the situation, and if appropriate, the offending officer will be removed from his/her position of leadership. Procedures in item VI.c regarding unacceptable behavior by members will also apply.
   3. In the event of an incident of harassment or inappropriate behavior by members *that is directly related to the work of the organization* (e.g., occurs at our events or meetings or on our Facebook group), a meeting of the officers will assess the situation, taking into account tangible evidence (such as online posts), witness accounts, etc. If evidence indicates the harassment did occur, the officers reserve the right to eject any member from the organization, remove them from our Facebook group, and ban them from participating in our group activities. The Student Organizations office will be consulted as necessary. We recognize that we cannot ban ex-members from attending public lectures.  
        
      We are generally unable to intervene in conflicts between members outside of group activities and our own social media presence, with one exception. Unfortunately, online and in-person harassment have become common in certain corners of fandom and have been known to jeopardize individuals’ physical and emotional safety, as well as the professional work of academics, bloggers, and journalists who criticize harassment, exclusivity, and bias. These behaviors will not be considered healthy debate and will not be tolerated. This includes any incidents of doxxing (public disclosure of personally identifying information online), threats, and incitement of online hate groups (GamerGate, etc) to target members. If a perpetrator of any of these activities is found in our organization, they will be ejected immediately.   
        
      All incidents of bias are unacceptable and will be reported to BART. In incidents of online harassment stemming from group activities, moderators of the site in question (forums, social media, etc) or blog hosting companies will be contacted to get offending posts removed if possible, based on the website’s own Terms of Service. In the event of a personal harassment incident or a criminal act, the victim will be encouraged to report to the appropriate authorities, and helped to find appropriate resources to do so. Except when mandated by law or the University, the officers of Fan Studies Student Association will not report a criminal or harassment incident not witnessed by the group or its officers without the consent of the victim.
   4. Members will be removed for behavioral incidents only. Members are protected from removal based on the factors listed in the nondiscrimination policy (I.c). However, the Fan Studies Student Association reserves the right to privately counsel members not to engage in repeated and intrusive behaviors related to these factors that may threaten the safe space of the group (such as religious proselytizing or heated political speech). If such behavior becomes harassment, it will be handled as described in VI.c.
7. **ARTICLE 7** – Advisor Qualifications
   1. Our advisor will be a faculty or full-time staff member who has attended the appropriate advisor training. We prefer to work with an advisor who has some interest in fan studies, online communities, film and television, digital folklore, or another related field.
   2. The Advisor is responsible for working with the Treasurer to establish the organization financially and ensure that our accounts are maintained. He or she will also meet with the officers at least once per semester to ensure the trajectory and goals of the group are appropriate. The officers may also consult the Advisor in the event of a conflict within the group.
8. **ARTICLE 8** – Meetings of the Organization
   1. Officers shall meet with the Advisor at least once a term (excluding summer) to confer about the general trajectory of the group.
   2. Officers will meet at the beginning of each semester to discuss events for the semester. Officers will also meet at least two weeks prior to funding deadlines to discuss events and associated budgets for the coming funding cycle. Officers, and anyone else assisting with a large event (i.e., a speaker) will meet at least a week prior to the event to ensure that adequate preparation is being conducted, and may meet multiple times as needed for a complex event that requires extensive planning.
   3. Fan Studies Student Association does not require regularly scheduled general meetings of all members.
9. **ARTICLE 9** – Amending the Constitution
   1. Any significant amendments to the constitution will first be written cooperatively by the officers, and then publicized to the group for feedback and voting. New/amended text will be publicized to members by email and/or our Facebook group for comment, and a meeting will be held for further discussion and voting by all members. The meeting will be scheduled via Doodle or another tool to ensure that the greatest possible number of voting members may attend. In the event that a quorum (50% of voting members +1) does not attend the meeting, a second meeting will be held for additional voting.
   2. Some items related to the constitution may not be amended in writing—for instance, the officers in a particular term may have to rearrange specific duties for that term only. Such situational changes will not be treated as constitutional amendments, but will be agreed upon in writing by the officer team.
   3. Specific minor language “tweaks” to the constitution will not be considered amendments. This would include spelling corrections, nomenclature that does not affect meaning, etc.
10. **ARTICLE 10** – Method of Dissolution
    1. If, in the opinion of the officers and Advisor, the organization faces a situation that may lead to dissolution, a meeting of all members will be called to discuss possible solutions to the situation like fundraisers, institution of dues, election of one or more new officers, etc.
    2. In the unfortunate event that the Fan Studies Student Association must be officially dissolved, a meeting of all members will be held to present the impending dissolution and other appropriate information to the members.
    3. Remaining funding will be used first and foremost to pay any organizational debts. If debts exist that exceed available funds, any existing assets may be sold to help pay those debts. Further advice will be sought from the Advisor and the Student Organizations office.