

Constitution

Article I – Name, Purpose, and Non-Discrimination Policy of the Organization

Section 1 – Name: NACE® International Student Section at The Ohio State University

- This organization is affiliated with NACE® International.

Section 2 – Purpose: The NACE® International Student Section at The Ohio State University aims to utilize connections with NACE® International and the local NACE section (Southwest Ohio Section) to develop relationships with industrial partners and promote corrosion science related activities for students at The Ohio State University. This organization will provide students with an awareness of corrosion related issues in industry and also an understanding of how they can apply their academic knowledge to real engineering applications. As ambassadors of this student organization, members will attempt to engage the university community in corrosion related issues and education. The organization aspires to be a facilitator of interactions between students and prospective employers in corrosion-related fields.

Section 3 – Non-Discrimination Policy: Our organization is committed to non-discrimination and follows the official policy of The Ohio State University:

“Ohio State does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.”— Affirmative Action, Equal Employment Opportunity & Non-Discrimination/Harassment 1.10 <https://hr.osu.edu/public/documents/policy/policy110.pdf>

Article II – Membership: Qualifications and categories of membership

Regular Membership with voting privileges is limited to currently enrolled students at The Ohio State University who have an active membership in NACE® International. Faculty, alumni, and professionals affiliated with Ohio State University who are active members of NACE® International are considered honorary members.

Article III – Methods for Removing Members and Executive Officers

III.a. If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the The Ohio State University Student Code of Conduct, they can be removed through a majority vote of the either the voting membership or unanimous vote of the officers, with consultation of the advisor.

III.b. Any elected officer of the chapter may be removed for sufficient cause. Sufficient cause for removal includes, but is not limited to: violation of the constitution or by-laws or any conduct deemed prejudicial to the best interests of the chapter. Prior to a vote on the matter of removal of an elected officer, the chapter Executive Committee shall hold a formal hearing. The officer shall have the opportunity to personally appear at the formal hearing or to be represented by counsel. The officer may present any defense to the charges before any action is taken. The chapter Executive Committee shall adopt rules to ensure due process of the officer. The Executive Committee may act towards removal upon a two thirds affirmative vote of the executive board.

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

Organization leaders represent general membership and are elected from the voting membership of NACE® International Student Section at The Ohio State University on April every year. Section officers are elected for a one-year term beginning July 1 and ending June 30. Only regular members with a GPA of 3.0 or above can run for an officer position. Students planning to graduate within the year of service cannot run for Chairman or Treasurer.

IV.a. This organization has four officer positions as specified below and all are elected by voting membership.

IV.b. Chairman – is the leader of the organization, assuming all responsibilities not otherwise delegated. The responsibilities include:

- Preside over section meetings.
- Communicate regularly with other officers; section members; sponsoring section; faculty advisor regarding section plans, needs, or challenges.
- Attend sponsoring section meetings.
- Ensure the annual report and annual financial reports are submitted to headquarters at NACE® International by July 15th.
- Ensure your section complies with all NACE® International policies.
- Conduct election of section officers and ensure that NACE® International is notified of the results.
- Renew the registration of this organization with Office of Student Life - Student Activities at the Ohio State University during the Autumn Semester Window as defined by the student activities website.
- Attend the required trainings by the Office of Student Life - Student Activities at the Ohio State University.
- Transfer the bank account by the end of their election term to the new elected chairman.

IV.c. Vice Chairman – assists in accomplishing all organizational duties and typically serves as chairman the following year. The responsibilities include:

- Chair the program committee and other committees as necessary.
- Act on behalf of the chairman on all section business during an absence of the chairman.
- Work with the chairman to ensure the chapter maintains required membership levels and submits the annual report by July 15th.

IV.d. Secretary – is accountable to the section governing board. The responsibilities include:

- Maintain and distribute minutes of officer meetings.
- Provide administrative support to the chairman.
- Publicize section meetings and activities.

IV.e. Treasurer – provides financial control for the section. The responsibilities include:

- Complete and submit the annual financial statement with the annual report to headquarters by July 15th. We recommend that if you don't have any section activities after May, you can submit your report early to headquarters by May 15th.
- Obtain and submit to headquarters the bank statements and/or school account reports for the current fiscal year (July-June) by July 15th or as requested. The statement(s) showing the balance

of accounts as of June 30 must be submitted by July 15 regardless of when the annual financial report is submitted to headquarters.

- Provide financial reports and make recommendations concerning the management of section's finances.
- Attend the required trainings by the Office of Student Life - Student Activities at the Ohio State University.
- Transfer the bank account by the end of their election term to the newly elected treasurer.
- Apply for operating funds at the appropriated window and sent the audit by the required date as defined by the Office of Student Life - Student Activities at the Ohio State University.
- Apply for program funding as needed (must follow the procedures defined by the Office of Student Life - Student Activities at the Ohio State University).

IV.f. In order to carry out the activities of the Section, Activity Chairs may be appointed by the Section Chair or elected by voting membership. Activity Chairs shall be appointed or elected for a term of one year. The term may be renewable, however no Chair may be appointed and serve more than three consecutive terms in any one position.

IV.f.1 Membership Chair

- Provide, verify, and maintain the roster of current organization members
- Facilitate the recruitment of new members to the organization
- Coordination with other section officers in the organization of events or functions

Article V – Advisor: Qualification Criteria.

The advisor of this organization must be full-time faculty at The Ohio State University and an active member of NACE® International. The advisor is chosen and invited by the Executive Officers.

V.a. The advisor provides a critical link between the student section, university, and sponsoring NACE section. The responsibilities include:

- Ensure that at least one meeting per year is held between section officers and advisor.
- Guide the formation and implementation of goals, objectives and programs.
- Remind the section to remain aligned with the NACE vision.
- Attend officer meetings.
- Promote interaction and cooperation with other university groups.
- Attend the sponsoring section board meetings, when possible.
- Ensure section officers are being aware of and accomplishing their responsibilities.
- Attend the required trainings by the Office of Student Life - Student Activities at the Ohio State University every two years.

Article VI – Meetings of the Organizations: Required meetings and their frequency.

One general meeting of the member body is required each academic term except for summer.

Article VII – Method of Amending Constitution: Proposals, notice, and voting requirements. Proposed amendments should be in writing, should not be acted upon but only read in the general meeting in which they are proposed, should be read in the general meeting in which the votes will be taken, and should require a two-third majority of voting members.

Article VIII – Method of Dissolution of Organization

If for any reason, this organization will be terminated, the organization assets should be forwarded to charity and this organization is not allowed to operate under debts. The organization must be terminated at both The Ohio State University and NACE® International by referencing the NACE International – Section Operating Manual.