*Article 1: NAME*

African Youth League, hereafter referred to as AYL.

*Article 2: AIMS & OBJECTIVES*

Purpose Statement: To Unite African students; to promote and maintain African cultures, and to promote African awareness in this community.

*Article 3: MEMBERSHIP*

Membership shall be open to all Ohio State students, especially individuals who share in the aspirations and objectives of the AYL.

Members of the executive board reserve the right to deny or discontinue membership if members undermine the objectives of the AYL. Denying membership will be in accordance with our non-discriminatory policy.

*Article 4: OFFICERS & COMMITTEES*

4.1. *Executive Committee:* The executive committee shall be responsible for the administration of the AYL. It shall consist of the following members:

* President
* Vice President
* Secretary
* Treasurer
* Social Chair
* Public Relations Chair
* Academic Chair
* Philanthropy Chair
* Historian
* Webmaster

4.2. *Co-opted Members:* The executive committee shall have the powers to co-opt any member of the AYL to the executive. Any such co-opted member shall be considered a full member of the Executive Committee for the duration of the incumbent administration.

4.2.1. Executive Members can be removed for: 1) missing numerous executive meetings without a valid excuse, 2) participating in activities that are not in the AYL’s best interest.

*Article 5: ELECTIONS*

5.1. *General Elections:* The election of the Executive Committee hereafter called the General Elections, shall take place at the Annual General Meeting (AGM) to be held in the month of April of each year.

5.2. *By-Elections:* If any Executive Office falls vacant, a by-election shall be held to fill the vacant post in accordance with the relevant by-laws.

5.3 More information on the election process, rules, and guidelines can be found below.

**Election Rules & Guidelines**

**African Youth League Election Rules and Guidelines**

**Who is eligible to run for an executive board position?**

* Members of African Youth League who have paid dues for the academic year are eligible to run for a position on the executive board.
* Candidates for an executive board position must be a full-time student at The Ohio State University Main Campus.
* Candidates must attend an interview with African Youth League’s President and Advisor and receive approval for candidacy.
* Candidates must be actively involved in African Youth League to be eligible to run for an executive board position, which will be evaluated during the candidate’s interview by African Youth League’s President and Advisor through involvement in the organization both fall and spring semester through attendance at general body meetings, service events, signature events, etc.
* Candidates must demonstrate strong leadership experience to be eligible to run for an executive board position, which will be evaluated during the candidate’s interview by African Youth League’s President and Advisor.
* Candidates interested in the President and Vice President positions must have served on the African Youth League executive board the academic year prior to their term.
* Candidates running for President and Treasurer positions must attend the mandatory President and Treasurer training as mandated by The Ohio State University.
* To run for an executive board position, candidates must be of at least sophomore standing during their term on the executive board.
* Candidates must be willing to commit approximately 15 hours per week to the executive board, which includes attendance at executive board meetings, general body meetings, signature events, and other miscellaneous events and meetings.
* Candidates must commit to serving one full term/ academic year on the executive board.
* All candidates must be willing to commit time to train with the outgoing executive board.

**Campaigns**

* Candidates are prohibited from distributing flyers or marketing prior to the day of elections.
* Use of social media to promote the election or candidate is prohibited prior to the day of the elections.
* No material may be distributed (i.e., candy, food, items, apparel, etc).
* No campaign material may slander any other candidate.
* Candidates may not hold any event concerning their candidacy prior to, during, or after the election.
* Candidates may not solicit votes prior to, during, or after elections.
* The only material that candidates may share prior to the day of elections is a visual flyer that lists their goals and initiatives. This flyer may only be distributed digitally till the day of elections.

**Elections**

* Presidential candidates must make their objectives and goals for their term publicly available at least a week before executive board candidate interviews.
* Candidates must make their objectives, goals, and initiatives for their term publicly available at least a week before the election.
* The elections for all executive board positions must be on the same day.
* Candidates must give a presentation on candidacy on the day of the elections.
	+ Presentations must focus on specific attributes and goals that the candidate has for African Youth League.
	+ Presentations must include basic background info and exhibit why you are qualified to be a part of the e-board, what you can bring to the organization, what goals you have for AYL, and how you will use your position on the board to achieve those goals.
	+ A supporting PowerPoint/visual presentation is required.
	+ Candidates will be allotted 2-3 minutes to present their presentation. Subsequently, candidates will answer questions from the outgoing executive board and general body members for 3-5 minutes.
	+ Candidate must wear business professional attire.
* Candidates may not log on to the voting website for voters, or navigate a voter to the voting website and show them how to vote.
* iPads, tablets, laptops, phones, or other portable devices may not be used to solicit votes.
* Winners will be announced at African Youth League’s African Distinction Gala. The candidates will be notified of their status prior to the event.
* The dates for executive board information sessions, interviews with President and Advisor, Election Day, University President Training, University Treasurer Training must be available 4 weeks prior to the last available date for President and Treasurer training as mandated by The Ohio State University.
* The informational session must take place 4 weeks prior to the last available date for President and Treasurer training as mandated by The Ohio State University. Two informational sessions must be offered each election and led by African Youth League’s President.

*It is impossible to foresee all possible incidents. Therefore, African Youth League’s President and Advisor reserve the right to make any additional decisions. Also, any infractions can result in disqualification. Be aware that any slander of any other candidate will be treated with the utmost seriousness and will result in disqualification.*

*Article 6: MEETINGS*

6.1. Ordinary General Meeting

6.2. Emergency General Meeting

6.3. Ordinary Executive Meeting

6.4. Emergency Executive Meeting

6.5. Annual General Meeting (AGM)

*Article 7: FINANCES*

7.1. *Sources of Finances*: The AYL shall receive funds from the following sources:

 7.1.1. Membership Fee

 7.1.2. Appropriate funds from The Ohio State University

 7.1.3. Donations with no conditions attached

* + 1. Legal fund raising functions

7.2. The Treasurer shall be the finance Officer of the AYL.

7.3. Audited Annual accounts shall be approved by the AGM.

7.4. *Financial Status/ Obligations:* The AYL is a non-profit organization and shall accordingly benefit from such status.

7.5. *The Signatures* of the AYL shall be the Treasurer and the President. In the absence of the President, either the Vice President or the Secretary shall join the Treasurer as signatures.

*Article 8: BY-LAW*

The By-Laws of the AYL are an integral part of this Constitution.

*Article 9:AFFILIATIONS*

The AYL shall not affiliate with any other organization or associations, but may be authorized by members of cooperate with other organization or association.

*Article 10: ADVISORS*

10.1. Categories of Advisors:

 10.1.1. *Faculty/ Staff*: A member of staff or faculty may be appointed by the AGM on

the recommendation of the Executive Committee as advisor to the AYL.

10.1.2. *Graduate Students*, who are also members of the AYL and whose experience and wisdom are considered useful to the AYL, shall be appointed as advisors to the AYL, using the same procedures as in paragraph 10.1.1. above.

*Article 11: AMENDMENTS*

11.1. Amendments to the Constitution and by-laws shall be made at the discretion of the executive board in the best interests of the student organization.

*Article 12: RATIFICATION*

12.1. This Constitution shall come into effect (ratified) \_\_\_\_\_\_\_\_\_\_\_\_. Thereafter, it shall be changed only by amendment in accordance with Article 11.

*BY-LAWS OF THE AYL*

These by-laws are integral part of the Constitution of the AYL stipulated in Article 8.

***1.0. Duties of the Officers of the AYL***

*1.1. The President*

The President shall:

* + 1. Be the official representative of the AYL.
		2. Preside over all general Meetings, including the Annual General Meeting (AGM); where the incumbent president is seeking an election during an AGM, the said incumbent shall excuse himself from chairmanship at the appropriate moment of the election which will then be conducted by the Returning Officer.
		3. Chair meetings of the Executive Committee.
		4. Shall be a signatory to the AYL account(s). Produce and present a documented account of the presidency at the AGM. This will be called the President’s Annual Report.

*1.2. The Vice President*

The Vice President shall deputize for the President.

*1.3. The Secretary*

The Secretary shall be responsible for:

* + 1. Keeping a register of members.
		2. Recording minutes of the Executive, General, and Annual General Meetings.
		3. Shall keep up to date records of all activities.
		4. Assisting the President in the preparation of the President’s Annual Report. (In absence of the Secretary, the President shall appoint one of the members of the Executive Committee to perform the duties of the Secretary. Because of the demanding record keeping functions of the Secretary, candidates aspiring for this position are advised to evaluate their record keeping skills, i.e typing, computer skills, etc.)

*1.4. The Treasurer*

The Treasurer shall:

* + 1. Be the accounting officer of the AYL.
		2. Collect membership fee and receive donations, and provide receipts where necessary.
		3. Keep and maintain credible records, including: book(s) of account(s).
		4. Maintain a constant awareness of fundraising opportunities.
		5. Keep Executive Committee informed on fundraising activities.

*1.5. The Social Chairperson*

The Social Chairperson shall:

* + 1. Propose social events for the AYL.
		2. Unify the AYL with other OSU student organizations.

*1.6. The Public Relations Chairperson*

The Public Relations Chairperson shall:

* + 1. Create an awareness of the AYL throughout the community.
		2. Collaborate with international organizations to further the image of the AYL.
		3. Notify academic departments (i.e. African and African-American Studies) to establish a network connection.

*1.7. The Academic Chair*

The Academic Chair shall:

1.7.1 Coordinate weekly AYL study tables.

1.7.2 Provide academic and scholarship opportunities to AYL members.

1.7.3 Reach out to academic units across campus to ensure the success of AYL members academically and professionally.

1.7.4. Promote education abroad opportunities to AYL members.

*1.8. The Philanthropy Chair*

The Philanthropy Chair shall:

* + 1. Head all AYL efforts regarding philanthropy and community service
		2. Prove service opportunities to allow AYL to give back to the campus and local community
		3. Ensure at least three projects/programs/initiatives for AYL in an academic year

*1.9. The Webmaster*

The Webmaster shall:

* + 1. Distribute information to all AYL members.
		2. Design and maintain AYL website.
		3. Issue notice of general meetings to members.
	1. *The Historian*

The Historian shall:

* + 1. Archive documents including but not limited to meeting notes, budgets, flyers, promotional materials and event/program pictures.
		2. Ensure university archives have files/resources on AYL that will be useful.
		3. Connect with AYL alumni to help build the university archives.
		4. Work with the Webmaster to keep the AYL website updated.

*1.11. The Executive Committee*

The Executive Committee shall:

* + 1. Support one another in order to meet the Aims & Objectives stated in Article 2 of this Constitution.
		2. Create and serve as a reliable and functional system within the Executive Committee.
		3. Determine the membership fee.
		4. Approve the annual budget

*2.0 Non-Discrimination Statement*

The African Youth League prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, familial status, religion, sexual orientation and/or political beliefs.

*3.0 Process For Dismissal of Executive Board Member*

Impeachment for executive positions, president and vice-president, requires 6 out of 10 executive board members vote and 2/3rds of the vote in a general body meeting.

Impeachment for all other executive positions, excluding president and vice-president, requires a 6 out of 10 executive board member vote for the dismissal of any member, after an accumulation of 10 or more demerit points.

Last revised: March 17th, 2019