**Article I.**

The official name of the organization:
A. Student Community of Progressive Empowerment (Hereby known as S.C.O.P.E)

**Article II.**

A detailed declaration of purpose of the proposed organization:
A. The purpose of S.C.O.P.E is to support and serve undocumented students. To create a safe space that protects students who are undocumented or of DACAmented (Deferred Action for Childhood Arrivals) status. To advocate for prospective and current students such that an education is accessible to all. To work together to create a community that will guide and empower members through a successful college experience while providing them with the necessary life skills to prepare them for a post college transition.

**Article III.**

A statement of affiliation with an external organization, national, regional and/or local (if appropriate):
A. S.C.O.P.E seeks and welcomes affiliations with any internal or external organization that assists undocumented/DACAmented students.

**Article IV.**

The criteria for selecting membership:
A. S.C.O.P.E. is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by university policy for gender specific organizations.

B. Interested persons who are The Ohio State University students can express verbal interest and send an email to the group. They will receive a an interest form and they will submit it.

C. Upon joining the organization, all members agree not to undermine the purpose or mission of S.C.O.P.E.

**Article V.**

The criteria for voting membership
A. Three-fourths of the voting membership must be students who have attended at least 3 out of the last 4 meetings, and participated in one event during the academic year.

**Article VI.**

The duties and privileges of membership:
A. Attend general meetings.
B. Participate in group dialogue.
C. Coordinate and facilitate group events and programs.
D. Contribute to the inclusiveness, unity and safe space for undocumented students.
Article VII. The establishment of officers, their duties, and authority:

A. Historian
   i. Organizes meetings, agendas, and topic discussions
   ii. Sets up room reservations
   iii. Sends out weekly emails in regards to our organization’s meetings
   iv. Keep record of attendance and is responsible for the sign in sheet
   v. Drafts, maintains and updates the story of founding S.C.O.P.E
   vi. Documents all events by collecting and organizing media/newspaper articles related to S.C.O.P.E
   vii. Sends regular/weekly email reminders to members regarding organization, information and services

B. Outreach Coordinator
   i. Seeks collaborations from The Ohio State University
   ii. internal and external organizations that support membership
   iii. Establishes relationships with other student organizations
   iv. Coordinates collaborative activities with other campus organizations
   v. Establish and maintain relationships with fellow student organizations with nearby community organization
   vi. Acts as a liaison between community group
   vii. Recruits new members

C. Public Relations/Communications
   i. Creates, seeks approval, prints/posts and promotes marketing/advertising material
   ii. Coordinates promotions on and off campus
   iii. Maintains online and social media sites to share information, resources and services for DREAMers/undocumented/DACA
   iv. Works with appropriate offices for reservations and equipment/technology rentals
   v. Speak on behalf of SCOPE members

D. Treasurer:
   i. Balances and reports accounts and funds
   ii. Creates monthly reports and provides account balance
   iii. Allocates funds for programming
   iv. Seeks and applies for funding for events, programs and meetings
   v. Drafts sponsorship letters/packages and completes solicitation approval forms
vi. Seeks volunteers for fundraisers

Article VIII. The procedures for selection and removal of officers:
Selection | Elections:
A. All officers must be current, regularly enrolled students in good standing at The Ohio State University
B. All officers/chairs will be elected for one year annually in the Spring Semester by eligible, voting members of S.C.O.P.E.
C. Notification of elections must be announced one month in advance
D. The time and place will be clearly stated in the notification
E. The position of President and Vice President can only be filled by a current member of the executive board who has completed a one-year term
F. A shadowing position can be obtained if executive board member agrees and other board members support the decision

Removal | Impeachment of officers/chairs:
A. At any time a voting of impeachment or removal may be called for by any eligible member, and if that vote is greater than two-thirds (2/3) of the voting body of the organization, a committee shall be set up to review the removal of said officer/chair.
B. After a review of the removal, the committee will present voting to the Board of Executive Members
C. The removal or impeachment must be two-thirds (2/3) of the voting membership of the Executive board. If a two-third (2/3) vote for impeachment or removal is not achieved, the impeachment/removal fails and the said officer/chair remains in said position.
D. Probations will be stated depending on the severity of the penalty for a period of time, if board member breaks his probation, he or she will be removed from position.

Article IX. The frequency of meetings:
A. S.C.O.P.E will hold bi-weekly meetings, and two (2) to three (3) events per semester.

Article X. Dues of the organization:
A. Dues will not be required for SCOPE members, however members can donate to a collective fund as desired.

Article XI. The procedures for decision-making in the name of the organization:
A. Three-fourths of eligible voting members must be present for decision-making in the name of the organization
B. Quorum Requirements:
   - To conduct business there must be a majority of the
Executive Board members

Article XII. Establishment of committees:
As needed for major event planning – voting, board members will be eligible to participate in all of the committees; leaders of each committee will be held accountable for the group’s work and will work with all of the committees in order to rate progress:
A. Event Committee
B. Fund-Raising Committee
C. Recruitment Committee

Article XIII. Provision for the selection and replacement of faculty/staff advisor:
Selection of Faculty/Staff Advisor:
A. All advisors must be in good standing at The Ohio State University
B. Open to all Faculty and Staff members of The Ohio State University

Removal of Faculty/Staff Advisor:
A. At any time a voting of impeachment or removal may be called for by any eligible Executive Board member, and if that vote is greater than two-thirds (2/3) of the voting body of the Executive Board, a committee shall be set up to review the removal of said advisor.
B. After a review of the removal, the committee will inform the membership of the organization regarding the matter.
C. The removal or impeachment must be two-thirds (2/3) of the voting Executive Board membership of the organization. If a two-thirds (2/3) vote for impeachment or removal is not achieved, the impeachment/removal fails and the said advisor remains in said position.

Article XIV. Provision of disbursal of organization assets:
A. Should the organization become defunct, money can only go to a non-profit organization or charity board members or advisors choosing.

Article XV. A process to consider and approve amendments to the constitution and/or to add By-Laws and additional rules:
A. The Constitution may be amended by four-fifths (4/5) of eligible members of the student organization. Any eligible member may propose an amendment, which will then be voted on at the following Executive Board meeting, which an accepted amendment will be submitted to the general body for approval and adoption. The amendment shall not go into effect until Board Members see fit.
   • In the event of a tie, SCOPE will seek the advice of the
organization’s advisor.

Article XVI. Statement of Ratification for this document (i.e. by a 2/3 vote of the membership on date)
   A. Ratification of this document must have the approval of two-thirds (2/3) of the eligible voting body

Article XVII. Non-discrimination Policy
   A. This organization 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.

This Constitution was unanimously approved by the Founding Members:
   L.M.S.
   I.P.M.
   H.U.M.
   D.M.S
   L.K.G.B.

EXA - JRJC