

## **Constitution of Polyglot Club at Ohio State**

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

**Section 1: Name:** The name of this organization is *Polyglot Club at Ohio State*.

**Section 2: Purpose:** The purpose of Polyglot Club at Ohio State is to encourage awareness of the diversity of human language and to promote the learning, teaching, and value of all languages at Ohio State and within the Columbus community.

**Section 3: Non-Discrimination Policy:** This organization and its members do 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, language, or any other bases under the law, in its activities, programs, admission, and employment.

### **Article II - Membership: Qualifications and Categories of Membership**

**Section 1:** Any student currently enrolled at The Ohio State University is eligible for club membership. Student members can vote and run for office. Students can become members by participating in two club meetings. The student will then be a club member for the remainder of the current semester; if that student does not participate in any additional club activities, they will no longer be a club member. In order to vote, the club member must have been to their first club meeting before the election was announced.

**Section 2:** Non-students are eligible to become members after having attended two club meetings and then having their membership approved on by the Executive Board.

**Section 3:** Member responsibility may include volunteering to help manage and run events.

**Section 4:** There shall be no required dues for this organization.

### **Article III - Methods for Removing Members and Executive Officers**

**Section 1:** If any member conducts themselves in a manner deemed detrimental to the purpose of this organization or is in violation of The Ohio State University Student Code of Conduct, they can be removed from the club through a majority vote of the Executive Board. The person in question must be allowed to be present during the vote.

**Section 2:** Any officer, committee member, or person in a leadership role can be removed from their position with sufficient cause. This includes, but is not limited to, violation of the constitution or by-laws or any conduct deemed prejudicial to the best interests of the club, or failure to fulfill assigned duties. Prior to the vote on this matter a review session must be held by the Executive Board and the person in question must be held by the Executive Board and the person in question must be allowed to be present. A majority vote by the Executive Board will remove the person at question from their roll.

#### **Article IV - Organizational Leadership**

**Section 1:** The organization will be led by an Executive Board. The Executive Board will consist of the President/Primary Leader, the Treasurer, and the Vice President/Secondary Leader. The Executive Board can also create new committee chairs and select people for the roles they see fit.

**Section 2:** Actions of the Executive Board must be approved by a majority vote between Executive Board members.

**Section 3:** The Executive Board must meet at least once a month to plan and organize the activities for at least until the next organizational meeting. It is recommended that tasks for each club meeting get delegated amongst the Executive Board members.

**Section 4:** The roles of the President include managing club meetings and activities, assisting fellow Executive Board members, and accomplishing the roles described by The Keith B. Key Center for Student Leadership and Service. The Treasurer shall manage the monetary aspect of the club and accomplish the roles described by The Keith B. Key Center for Student Leadership and Service. The Vice President's roles include assisting the club President and manage the fundraising of the club. Each of the Executive Board members can also have other duties assigned as necessary and they will also be expected to help plan club activities.

**Section 5:** Each Executive Board member will be elected by winning the highest number of votes for that position. To be eligible for election, one must have the necessary requirements and skills. To run for office a person must be an active club member, meet the requirements set forth by Ohio State, and have additional qualifications deemed necessary.

**Section 6:** Officers will serve for one year. There is no term limit for officers as long as the student remains at The Ohio State University.

**Section 7:** In accordance with the rules of the Office of Student Affairs, all officers must be enrolled for at least three quarters or semester equivalent within the current academic year, meet minimum GPA requirements as determined by the Office of Student Affairs, and not be on academic of disciplinary probation or suspension.

**Section 8:** If a person in a leadership position needs or wants to step down, the Executive Board can replace that person either by selecting a member in another leadership position or by holding a special election, as deemed necessary.

### **Article V - Standing Committees**

**Section 1:** A standing committee must be requested or approved by the Executive Board and the standing committee must serve a viable purpose. A club member can request that a certain standing committee be formed as long as two other club members support their request

**Section 2:** A standing committee must stay within its purpose established by the Executive Board. A standing committee is allowed to schedule its own meeting and activities. But, these activities cannot interfere with the events organized by the Executive Board and must be approved by the President and the Treasurer.

**Section 3:** A standing committee must include at least three committee leaders and must be run like the Executive Board, with a majority vote by the leaders required to make a decision.

**Section 4:** A standing committee leader has a term length of one year. The election of standing committee leaders will be determined by the same process as that of the Executive Board. There is no term for standing committee leaders as long as the student remains enrolled at The Ohio State University.

**Section 5:** A standing committee may be required to show up at certain Executive Board meetings, when requested by the Executive Board.

**Section 6:** A standing committee can be disbanded by majority vote by the Executive Board. The standing committee leaders are allowed to be present when this decision is being made.

**Section 7:** The nomination committee, a special committee, shall ensure that those running for all leadership positions are qualified. Any club member that wishes to be on this committee must be allowed to take part. An approval from at least two thirds of the committee will allow that person to run for their chosen position. This committee can only be disbanded by constitutional change.

#### **Article VI - Advisor(s)**

**Section 1:** There shall be at least one faculty advisor for the organization at all times. An advisor must be a full-time member of The Ohio State University faculty. A co-advisor may be appointed if deemed necessary or desirable by the Executive Board. The appointment of a co-advisor must be approved by the existing club advisor.

**Section 2:** The advisor shall be nominated and appointed by the Executive Board.

**Section 3:** The advisor of the organization is required to meet with the Executive Board at least once a year.

**Section 4:** The advisor is welcome to come to as many club activities and meetings as they wish. They are also welcomed to assist with anything the Executive Board deems necessary. This level of participation is not required to be maintained.

**Section 5:** An advisor can be replaced if deemed necessary by the Executive Board.

#### **Article VII - Meetings**

**Section 1:** General meetings include the club leaders and the general population. Meetings will be held at the discretion of the Executive Board at various times and places. The agenda for the meeting will be determined by the Executive Board.

**Section 2:** The Executive Board must hold a planning meeting for the meeting. This planning meeting can occur either in-person or online.

**Section 3:** A standing-committee-organized meeting must follow the same rules and processes as general meetings.

#### **Article XI - Method of Amending Constitution**

**Section 1:** The constitution may be amended by a vote of 2/3 majority of the members present at any meeting.

**Section 2:** Provision of advance notice of amendment must be posted in notification by email, and announced at the meeting previous to the meeting in which the vote occurs.

### **Article XII - Method of Dissolution of Organization**

**Section 1:** In the event that *Polyglot Club at Ohio State* ceases to be an active student organization, all remaining operating and programming funds from The Ohio State University shall be returned to the university. All money raised by the student organization shall be used to support The Ohio State University or donated another organization in the Columbus community that may be decided upon by the most recent club president or the previous club advisor.