

The Ohio State University's Council of Graduate Women in Computer Science

Article I: Name

1. This organization shall be called the GWCS, the Council of Graduate Women in Computer Science.

Article II: Purpose

1. The Council is organized and will be operated exclusively for educational and scientific purposes to promote the following:
 - Awareness around importance of diversity and inclusion in graduate program of computer science
 - Soft skills important for individuals interested in pursuing a research career in computing sciences
 - Awareness and knowledge around students' mental health and social support in graduate school of computer science
 - A means of communication and collaboration between undergraduate and graduate students in computer science
 - Knowledge of various research areas in computing sciences among undergraduate students in relevant fields
2. The Council will serve students at the Ohio State University main campus.

Article III: Membership

1. Membership in the GWCS organization is open to members and nonmembers.
2. All active members of GWCS are eligible to vote for selecting the board members annually
3. Membership shall not be restricted according to race, creed, age, gender, disability, nationality, sexual orientation, economic status, veteran status, or parenthood.

Article IV: Officers

1. The officers of this council shall be: President, Treasurer, and Secondary Leader. These individuals must be a member of GWCS. In addition, a Faculty Sponsor with an GWCS Professional Membership is required. These officers constitute the Council. Other officers may also be established as the organization grows.
2. All required officers must be active members of GWCS.
3. The officers shall be elected by a plurality of the votes cast by the previous executive board. They shall take office on **Feb 15th** and serve for one year.

4. Appointment or nomination of an individual to an officer positions shall be limited to two full consecutive terms in the same position. This recommendation is intended to encourage the continuing infusion of new volunteers into the organization and to encourage office holders to give thought to planning for their successor.

Article V: Duties of Officers

1. The Presidents are the principal officers and are responsible for leading the council and managing its activities in accordance with the vision and goals of the council. Other duties include:
 - a. Setting goals for the organization every semester
 - b. Preparing the annual report of the organization
 - c. Setting the annual goals of the organization
 - d. Promoting good student-faculty relationship
 - e. Representing the council's interests to the faculty and administration
2. The Treasurer shall keep the minutes of all council meetings and maintain the council's financial records. They will also help with holding the activities and events. Other duties include:
 - a. Applying for funds
 - b. Conducting fundraising activities
 - c. Collecting dues, pay all bill, and maintain records for the council

Article VI: Meetings

1. The council shall hold meetings only in places that are open and accessible to all members of the organization
2. The annual election meeting should be held at the beginning of February of each year. At this meeting, the President and the Treasurer each shall present the required reports. Also, the election of new officers shall be held. Written notices of all meetings shall be distributed through an online or offline platform to all members at least one week prior to any meeting.

Article VII: Disbursements and Dues

1. Disbursements from the Treasury for council expenditures shall be made by the Treasurer and shall be included in the minutes of its meetings.
2. Dues shall be fixed annually by the treasurer.

Article X: Amendment and Voting Procedures

1. No official business of the council shall be conducted unless a quorum is present. A quorum of the council shall be defined as a majority of the voting membership of the council
2. A simple majority of the voting members present shall be required to carry a motion.

3. Officers will be elected by a plurality of votes cast.

Article XI: Code of Conduct

1. Harassment is unwelcome or hostile behavior, including speech that intimidates, creates discomfort, or interferes with a person's participation or opportunity for participation, in a conference, event or program. Harassment in any form, including but not limited to harassment based on alienage or citizenship, age, color, creed, disability, marital status, military status, national origin, pregnancy, childbirth- and pregnancy-related medical conditions, race, religion, sex, gender, veteran status, sexual orientation or any other status protected by laws in which the council meeting or event is being held, will not be tolerated. Harassment includes the use of abusive or degrading language, intimidation, stalking, harassing photography or recording, inappropriate physical contact, sexual imagery and unwelcome sexual attention. A response that the participant was "just joking," or "teasing," or being "playful," will not be accepted.
2. Anyone witnessing or subject to unacceptable behavior should notify a council officer
3. Individuals violating these standards may be sanctioned or excluded from further participation at the discretion of the council officers or responsible committee members.

Article XII: Dissolution of the Council

1. Dissolution of this organization by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a meeting which has been publicized in advance to all members of the council for the purpose of taking this vote.

Article XIII:

The Ohio State University Amendments

Section A. Membership

1. Nondiscrimination policy: This council should follow the University's nondiscrimination statement - "this organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status."
2. Students who attend **5** council meetings a semester will be deemed an active member of the Ohio State University's GWCS. Active members will be able to vote in the case of decisions that require the entire student organization, apply to the executive board positions, and redeem other benefits the executive board deems fit
3. A member may be asked to leave a meeting or event only if they are dangerous, or if they are interfering with other members' professional or social experience with GWCS. A

member may not be asked to leave for any other reason, and all members are protected by the non-discrimination policy in item one.

4. A member may be permanently removed from the organization by a unanimous vote of the executive committee.

Section B. Officer Positions and Duties

1. The council may fill other positions as needed. These include, but are not limited to: Fundraising Chair, Social Coordinator, Company Relations Chair, Marketing Chair and Webmaster.
2. Roles and responsibilities of all officers will be determined by the president with the agreement of the executive committee
3. Roles and responsibilities of all officers will be approved and documented for the entire executive board before the start of the school term

Section C. Officer Selection and Removal Process

1. The application process to an officer position will be determined by the president and voted by the entire board. A majority vote in favor is required before the process is approved
2. Officers are expected to uphold the rules, values, and integrity of GWCS and the University at all times, and they are expected to complete the responsibilities listed in the descriptions in Article V and agree upon responsibilities determined by the president
3. If there comes a time when an officer is not maintaining these commitments, then he or she may be impeached
4. A motion for removal may be proposed by any member in the organization (referred to as the prosecutor). The motion must include an explanation on why the officer is not adequately fulfilling his or her obligations. The prosecutor must present their case to the entire Executive Council in a private hearing and the officer may give a statement of defense. When both parties have thoroughly stated their claims, the Executive Council will vote for or against the officer's removal. If a unanimous vote is achieved, then that decision will be implemented. If not, a hearing will be held in the presence of the entire organization.