

Constitution: The Ohio State University Science Olympiad

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

Section I: The name of this organization will be “The Ohio State University Science Olympiad”

Section II: The objectives of this club shall be to:

1. Create Science Olympiad competitions for Division C teams to compete in
2. Promote the importance and interest of STEM through future outreach.

Section III- Non-Discrimination Policy:

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.

As a student organization, The Ohio State University Science Olympiad expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: <https://hr.osu.edu/public/documents/policy/policy115.pdf>.

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Article II- Membership: Qualifications and categories of membership

Section I: Membership is open to anyone interested in becoming a member, regardless of race, gender, sexual orientation, or religion. There is no application process for becoming a member, but members are expected to uphold The Ohio State University’s Code of Student Conduct. Members who do not uphold this standard may be temporarily suspended through a majority vote of the executive board.

Section II: As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and the Executive Committee are able to make decisions regarding the membership of the community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

Article III – Methods for Removing Members and Executive Officers

Section I: If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state, or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor.

Section II: Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor.

Section III: In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

Article IV – Organization Leadership

Organization leaders represent the Executive Committee and general membership and are elected or appointed from the ranks of the organization's voting membership.

Section I: The Executive Committee includes the President, Vice President internal affairs, Vice President of external affairs, Treasurer, Outreach manager, Fundraising manager, Human Resources manager, and Social media manager.

Section II: In the event of the resignation or impeachment of an executive officer, an application and election process will be held to fill the opening position. This process will be carried out by the executive committee.

Section III:

Executive Board:

President: The President of The Ohio State University Science Olympiad will be responsible for the organizing, scheduling, and planning of general body meetings. The President will represent the organization when pursuing projects and meeting with clients. In starting a project for the club to work on, the President will develop a reasonable timeline for general body members to work on the project. The President will delegate tasks to project members and offer assistance when needed. They will make sure all project members are on schedule to complete the project. The President is responsible for working with the Executive committee and Advisor to ensure the club is running smoothly and must complete their responsibilities (including yearly training) in a timely manner. The president is responsible for outreach to high schools to introduce and supplement interests in Science Olympiad and STEM in general.

Vice President: The Vice President will aid wherever deemed necessary. The vice president will have the flexibility to choose tasks to help with. For example, if the outreach manager and fundraising manager both need assistance, then the Vice President can choose who to help. The Vice President will also aid the president with setting up meetings and the responsibilities involved in doing so.

Treasurer: The Treasurer of The Ohio State Science Olympiad will be in charge of keeping track of funding within the organization. This includes, but is not limited to, the organization, recording, and keeping of club funds. The Treasurer may also be involved in fundraising for the club and must follow the protocols listed by The Ohio State University concerning payments, refunds, dues, and other financial responsibilities for the Treasurer. The Treasurer may be involved in sponsorship outreach and will assist the President coordinate events. If a potential client is interested in funding the organization, the Treasurer will be responsible for setting up a meeting between involved members of the Executive Committee and the client. The Treasurer must complete their responsibilities (including yearly training) in a timely manner.

Executive Officers:

Outreach Manager: There shall be an outreach manager position when deemed necessary by the board. The manager shall be responsible for aiding the fundraising team in earning funds, for aiding student teams through communication and coordination in order to ensure that teams have the proper educational tools and resources to succeed in the competition. In addition, outreach managers will aid the President in maintaining relationships with high school science olympiad teams. Outreach managers will aid the president in reaching out to high schools that don't have students interested in science olympiad and aid in sparking interest in the STEM fields.

Fundraising Manager: The fundraising manager of The Ohio State University Science Olympiad is responsible for earning funds in a non-sponsored manner. They may not ask for sponsorships from anyone, but they may ask for donations. Methods of this include creating a go fund me page, classy, etc.. as well as creating special fundraising

events that set a good image for the organization, as well as earns money. All fundraising ideas have to go through the treasurer before they are approved.

Human Resources Manager: The Human Resources Manager will be in charge of making sure that the invitational itself is run properly and that every team is satisfied with their participation in the competition. Tasks include creating maps for the students, finding volunteers for the invitational, finding event supervisors, creating T-Shirts for the students to keep, etc. The human resources manager will work closely with the executive officers who are required to make a decision. For example, if the Human Resources manager decides to make T-shirts, then they must check with the budget and budget flexibility with the treasurer. All decisions will be finalized by the Vice President of External Affairs and the President.

Social Media Manager: Social media manager is responsible for maintaining our social media (Youtube, Instagram, Snapchat, Twitter, Facebook, and WordPress website). Social media managers must be creative and organized and be able to upload quality posts publicizing the organization and the invitational event.

Article V – Election/Selection of Organization Leadership

Section I: Upon the initial activation of the club, the Executive Committee will retain their roles for however long they desire, or until they graduate from The Ohio State University to ensure the stability of the club. If there is an opening for an Executive position an application and election cycle for the Executive Officer positions will be held each year during the spring semester. The current executive board will oversee the application and election process, and officers will be selected by the executive committee for an interview, in which the executive board will come to a decision for the future officer. The President and Vice President positions may only be held by members who have served on the Executive Committee for at least one year.

Section II: Outreach managers, Fundraising managers, HR Managers will be elected by the executive board in an interview process.

Section III: In the event of a resignation or impeachment within the first two years of the organization's initial activation, an application/interview process will be conducted to fill the opening position. In the event of a resignation or impeachment after the first two years, an emergency application/election process will take place. Current Executive Officers are eligible to fill the opening if they have expressed interest in the role, but they are responsible for holding an application/election process for the open position. In the event more than one current Executive Officer is interested in the opening position, executive officers not running for the position will vote. The person with the majority vote will take the position.

Section IV: Members must be an active member in order to hold an Executive Position. An active member includes, but is not limited to, a member who has attended meetings regularly and has demonstrated a clear interest in preserving the integrity and purpose of The Ohio State Science Olympiad.

Article VI – Executive Board

The Executive Committee includes the President, Vice President, and Treasurer.

Article VII – Executive Managers

The executive managers include the Outreach manager, Fundraising manager, Human Resources manager, and Social media manager.

Article VIII – Standing Committee

Officers will have the option to create additional standing committees under a specified position or area. The standing committee will not be considered executive and will function under the guidance of an executive officer. Committee members will be selected based on criteria for the desired position. The lead committee executive officer will have the option to select committee members based on qualifications.

Article IX– Advisor: Qualification Criteria

The Advisor of The Ohio State University Science Olympiad will be decided upon by the executive officers of the organization. The Advisor must be a member of the University faculty or staff. Responsibilities of the Advisor are to complete the advisor training every two years, submit online approval of the organization registration every year, submit online approval of the organization goals every year, and be listed as the signatory on the organization's bank account. Responsibilities of the Advisor may be extended further should the advisor desire more involvement within the organization. A Co-Advisor may be recruited if the Executive Officers deem necessary.

Article X – Meetings and events of the Organization

General Body meetings must take place at least two times per semester. Additional project meetings may be held outside of the general body meetings, and these will be scheduled with the help of the Vice Presidents. Contents of the project meetings must be discussed with the Executive Officers. To remain an active member of the club, students must attend two general meetings per semester.

Article XI – Attendees of Events of the Organization

The organization reserves the right to address member or event attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution, the Code of Student Conduct, university policy, federal, state, or local law.

Article XII – Method of Amending Constitution

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should require a majority vote of the general body or a majority vote of the executive officers. The constitution should not be amended easily or frequently.

Article XIII – Method of Dissolution of Organization

The organization will only be dissolved if active membership falls to five members. Assets will be transferred over to the current advisor's department. Debts will be paid in full before the organization can be dissolved; the executive board is responsible for overseeing this process.

Article XIV– Purchases

Funds will be finalized by the president. Other officers may suggest what to purchase, but the authority to purchase is only in the hands of the president, vice president, and treasurer. The president must communicate to the vice president and treasurer of the purchase being made. The vice president and treasurer must also approve to make that transaction.

Article XV – Legal

The Ohio State University Science Olympiad is not responsible for any injuries, harassment, or any other misdemeanor of any kind. If problems arise, they will be resolved by the Executive Board, however, we will not take immediate direct legal action.