

# Constitution

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

### **Section 1- Name**

Advocates for Women of the World (AWOW)

### **Section 2- Purpose**

Our mission is to advocate for global gender equality by spreading awareness of and taking action against issues faced by people marginalized on the basis of sex and gender. In order to tackle a diverse array of problems that affect these individuals internationally, we have assembled four committees devoted to: Gender-Based Violence Awareness, Equitable Education, Environmental & Economic Empowerment, and Health. Through our committees and the projects they create, we are able to empower these people abroad, all while building advocates within our organization.

### **Section 3- Non-Discrimination Policy**

**§3.a.** Advocates for Women of the World is committed to building and maintaining a diverse and inclusive membership. This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, health status, military status, national origin, residency status, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and membership.

**§3.b.** As a student organization at The Ohio State University, Advocates for Women of the World, 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.

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](mailto:titleIX@osu.edu).

## *Article II- Executive Board: Size & Composition*

**II.a.** The hierarchy of the executive board of this organization consists of the President and Vice President, whom conduct meetings and perform administrative and supporting functions, the specialized Vice Presidents, whom complete organizational duties under their specified jurisdiction and aid projects accordingly, and Committee Directors, whom work directly with members to plan and execute projects that are consistent with our mission and relevant to their committee.

**II.a.** Currently there are ten executive board members as outlined in *Article III, Section 2*. Executive positions may be added or dissolved with a three-fifths majority. President, Vice President, and Vice President of Finance are necessary for the organization to remain active and discussion of dissolution must include an immediate replacement.

### ***Article III- Organization Leadership***

#### **Section 1- General Executive Leadership Responsibilities & Conduct**

**§1.a.** All executive board members must conduct themselves both publicly & privately in a way that is consistent with the organization's values and mission. Additionally, members must be in compliance with the Ohio State Student Code of Conduct and be in good academic standing. Failure to do so will result in removal as outlined in *Article VII.b*.

**§1.b.** Executive members are required to attend all weekly executive board and general body meetings as well as the majority if not all external organization events and engagements.

**§1.c.** Executive members are responsible for notifying the President and making arrangements for any and all meeting absences in a timely manner.

**§1.d.** Executive members are required to actively participate in weekly executive board meetings by taking part in decision-making processes, being aware of all current affairs of the organization, preparing talking points, and updating the executive board on organizational business pertaining to their designated position.

**§1.e.** Executive members are obligated to complete tasks assigned to them by the President, Vice President or other executive leadership prior to the deadline set forth.

**§1.f.** Executive members are responsible for maintaining their executive folder, updating records, and organizing other materials on the organization's Google Drive appropriately.

**§1.g.** Executive members are required to submit all project forms, plans and other necessary materials within the established timelines.

**§1.h.** Executive members must consult the President prior to making any decisions on the behalf of or pertaining to the organization outside their typical duties and functions as outlined in *Article III, Section 2*.

**§1.i.** Executive members may be required to participate in the planning and execution of independent projects and opportunities outside of the committee's events and plans.

#### **Section 2- Required Leadership Positions & Responsibilities**

**§2.a.** Delineated here are the jurisdictions and duties of all the executive board members. These responsibilities are to be fulfilled in a way that is timely, accurate, consistent, and honoring to our mission.

**§2.b.** President (Primary Leader): The President is primarily responsible for overseeing all executive board actions as well as managing administrative duties. This includes: creating the agenda for and conducting executive board meetings, delegating responsibility to and supporting executive board members, co-leading general body meetings, directing projects when appropriate, managing the organization's Google Drive and communications, reserving meeting spaces, and ensuring that the organization maintains its active status.

**§2.c.** Vice President (Secondary Leader): The Vice President's primary responsibility is to aid and assist the President in both permanently delegated responsibilities as well as times of necessity. This includes: taking notes during executive board meetings, making the general body meeting presentations, organizing Tedtalks, directing projects when appropriate, co-leading the general body meeting, managing the Google Drive & communications, recording attendance at executive board meetings, and performing any executive or administrative tasks as requested and deputized by the President.

**§2.d.** Vice President of Finance: The Vice President of Finance is responsible for managing any and all financial transactions of the organization. This includes: creating the organization's annual budget, collecting dues, organizing fund-raising opportunities, disbursing project funds, working with committee project leads, managing payments and donations (both incoming and outgoing), assisting in applications for external funds, and completing audits.

**§2.e.** Vice President of Membership: The Vice President of Membership is responsible for member recruitment, retention, accountability, and experience. This includes: organizing recruitment opportunities, taking member attendance at general body meetings, responding to membership inquiries, composing and sending the weekly newsletter, planning socials, selecting the "Member of the Month", and coordinating relevant events and opportunities for members outside of the organization.

**§2.f.** Vice President of Marketing: The Vice President of Marketing is responsible for creating and maintaining the organization's presence both on-campus and online in addition to advertising all the organization's events and projects. This includes: making graphics and fliers, managing social media accounts, maintaining the organization's official website, producing promotional items, working with committee project leads, coordinating advertising, and creating marketing plans.

**§2.g.** Community Liaison: The Community Liaison is responsible for building and maintaining relationships with other organizations both on-campus and in the Columbus

community. This includes: establishing long-term partnerships, assisting in coordinating collaborations, organizing volunteer opportunities, and managing correspondences with local organizations and individuals.

**§2.h.** Gender-Based Violence Awareness Committee Director: The Gender-Based Violence Awareness Committee Director is responsible for planning two committee projects pertaining to gender-based violence awareness and directing members in their execution. This includes: organizing events and projects with members, researching global gender equality issues within the scope of the committee, leading committee sessions during general body meetings, delegating project tasks, and creating and assigning project leads.

**§2.i.** Health Committee Director: The Health Committee Director is responsible for planning two committee projects pertaining to health and directing members in their execution. This includes: organizing events and projects with members, researching global gender equality issues within the scope of the committee, leading committee sessions during general body meetings, delegating project tasks, and creating and assigning project leads.

**§2.j.** Economic & Environmental Empowerment Committee Director: The Economic & Environmental Empowerment Committee Director is responsible for planning two committee projects pertaining to economic independence or environmental sustainability and directing members in their execution. This includes: organizing events and projects with members, researching global gender equality issues within the scope of the committee, leading committee sessions during general body meetings, delegating project tasks, and creating and assigning project leads.

**§2.k.** Equitable Education Committee Director: The Equitable Education Committee Director is responsible for planning two committee projects pertaining to education and directing members in their execution. This includes: organizing events and projects with members, researching global gender equality issues within the scope of the committee, leading committee sessions during general body meetings, delegating project tasks, and creating and assigning project leads.

#### ***Article IV- Standing Committees: Names, Purposes & Composition***

##### **Section 1- Names**

**§1.a.** Gender-Based Violence Awareness Committee

**§1.b.** Health Committee

**§1.c.** Economic and Environmental Empowerment Committee

**§1.d.** Equitable Education Committee

## **Section 2- Purpose**

**§2.a.** The purpose of the committee structure is to enable our members to work directly on projects and effect change on a global gender equality issue that they have a special interest in or are passionate about, within the scope of these committees which are outlined below.

**§2.b.** Gender-Based Violence Awareness Committee: The purpose of this committee is to combat gender-based violence and promote body autonomy both locally and abroad through action and awareness. This is done by planning events and projects that raise funds for preventative programs and other resources for survivors of gender-based violence, spreading awareness of the prevalence and persistence of this issue, as well as advocating on the behalf and giving a platform to those who have experienced such violence.

**§2.c.** Health Committee: The purpose of this committee is to promote the mental, physical, and reproductive health of all persons marginalized on the basis of sex and gender. This is achieved by planning events and projects that educate people on the health issues and crises that these individuals encounter around the world as well as donate funds and other resources that contribute to the betterment of their health in adverse situations.

**§2.d.** Economic and Environmental Empowerment Committee: The purpose of this committee is to promote economic and environmental sustainability for those marginalized on the basis of sex & gender abroad. Such efforts include but are not limited to investing in a variety of operations that foster economic independence among these individuals, such as the promotion of fair-trade and labor practices, job training and micro-financing programs, and supporting them in business and agriculture. Additionally, this committee attempts to bring attention to how climate change disproportionately affects these individuals, environmental injustice, and how to mitigate some of its impacts by planning events that propagate environmental consciousness and introduce sustainable practices to those that attend.

**§2.e.** Equitable Education Committee: This committee is dedicated to the advancement of education for those marginalized on the basis of sex & gender. This includes both tackling the underlying issues that contribute to the hindrance of their studies as well contributing to education funds and providing crucial resources to enable those who have the opportunity to seek education to have the means to do so. This is done by a variety of fundraising and awareness events.

## **Section 3- Composition**

**§3.a.** All committees consist of one elected director and any number of committee members. At the discretion of the director, willing general body members may be

assigned a role as a lead for a project and may have the opportunity to work closely with other executive members and take on more responsibility in the planning and execution process of events.

**§3.b.** Committee members may change committees whenever they so choose, however, if a committee member has been assigned a specific role or task in a project, they must fulfill their duties before departing from their current committee. Additionally, executive board members can participate in committees to whatever extent they'd like as long as they prioritize their responsibilities accordingly.

#### ***Article V- Membership: Qualifications & Categories of Membership***

**V.a.** Advocates for Women of the World's voting membership is limited to currently enrolled Ohio State students. Other non-student members, such as faculty, alumni, etc., are permissible, but only as non-voting associate or honorary members. Additionally, as required by the Guideline for Student Organizations, 90% of membership must include current students.

**V.b.** To become a member, \$10 for the semester or \$15 for the academic year, must be paid to the Vice President of Finance upon or prior to attending four general body meetings.

**V.c.** In the event that meetings and events must take place virtually throughout one or more semesters, the membership dues may be removed as a requirement.

**V.d.** Members must attend three general body meetings a semester to maintain membership. Additionally, attendance of external events is strongly encouraged but not required.

#### ***Article VI- Election/ Selection of Organization Leadership***

**VI.a.** Executive board members are selected by the election of members who have voting eligibility by both paying their membership dues as well as having attended two meetings prior to elections. Those who do not meet those requirements will not have their ballot counted.

**VI.b.** Elections are to be organized by executive members who are not running for re-election and are to be conducted in mid-February. For members to be eligible for election and put on the ballot, they need to have met the formal membership requirements as well as fill out a form declaring their intent to run by the designated deadline. No exceptions will be made for those who failed to complete the form in a timely manner.

**VI.c.** In the event that an executive position is vacant due to lack of interest or removal, the executive board may appoint and confirm a member by a three-fifths affirmative vote.

**VI.d.** After elections, the executive board will enter a transitional period that lasts from the time the results are announced until the new leadership term officially begins after returning from Spring Break. During this time, officer elects are required to attend two executive board meetings, meet with their predecessor, and shadow their pending position until the previous officer's term expires and their term takes effect.

***Article VII- Methods for Removing Members & Executive Officers***

**VII.a.** If a member engages in behavior that is detrimental to advancing the purpose of this organization, contrarian to this organization's mission or values, violates the organization's constitution, the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a three-fifths vote of the executive board members.

**VII.b.** 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, excessive absences, failure to perform duties as outlined in *Article II, Sections 1 & 2*, or any behavior that is detrimental to advancing the purpose of this organization or contrarian to its mission and values, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. Upon being addressed for three or more infractions by the President and/or the Vice President, the Executive Board may initiate removal proceedings and upon a three-fifths affirmative vote the officer will be vacated from their position.

**VII.c.** 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 may vote to temporarily suspend a member or executive officer.

***Article VIII- Meetings & Events of the Organization: Required Meetings & their Frequency***

**VII.a.** Executive Board Meetings: All executive members are required to attend an executive board meeting together once a week. These meetings are closed to non-executive members. Excessive absence from these meetings will result in an infraction and potential disciplinary action.

**VII.b.** General Body Meetings: These meetings occur every other Wednesday for an hour. General Body Meetings focus on educating and raising awareness about a global gender equality issue. To facilitate this educational time, executive and general body members as well as members from other campus organizations volunteer to give "Tedtalks", which are short presentations on a topic that the speaker is interested in or passionate about. See *Article V.c.* for meeting attendance requirements for membership.

**VII.c.** Committee Meetings: These meetings occur every other Wednesday (in the “off” weeks of General Body Meetings) for a half hour to an hour. Each Wednesday, each of the four committees host separate meetings at the designated time. These meetings are dedicated to planning events, brainstorming ideas, and bonding as a committee team.

***Article IX- Attendees of Events of the Organization: Required Events and their Frequency***

**IX.a.** Committees are required to plan and host at least two events each per semester. These events must align with our mission and pertain to a global gender equality issue within the scope of the committee. It is preferred that both of these events have a global focus or component, but it is permissible to do one event with a domestic emphasis per semester. It must be noted that deviation from the two-event-per-semester requirement is tolerated if the primary event requires a large amount of time and planning; this judgement is at the discretion of the President. Lastly, only one event per academic year may be a film screening.

**IX.b.** Members are only required to attend external events if they have a role in its execution or committed to volunteering their time. However, it is strongly encouraging that all members, but especially those who belong to the hosting committee, attend external events. Additionally, it is expected that executive members be in attendance at the majority of these external events when their schedule is permitting.

**IX.c.** Events are open to the public unless specifically stated otherwise.

**IX.d.** 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, mission, or values.

***Article X- Advisor: Qualification Criteria***

**X.a.** The organization’s advisor need not be an active member as long as they can fulfill their duties as set forth by the University and give the organization appropriate approval and adequate support when necessary or requested.

**X.b.** Advisor must be a full-time member of the University faculty or Administrative and Professional staff.

**X.c.** Advisors must exhibit our values and be aligned with our mission.

**X.d.** Advisors must be able to be contacted easily and respond consistently.

**X.e.** Advisors must complete all administrative tasks required of them in a timely manner.

**X.f.** Advisors are encouraged but are not required to attend any meetings or events

***Article XI- Method of Amending the Constitution: Proposals, Notice & Voting Requirements***

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Amendments can include but are not limited to: executive position and committee creation and dissolution, procedural implementations, project guidelines and standards, and changes in executive and general body membership requirements and responsibilities. Upon initial introduction, the proposed amendments should be read in the executive board meeting by the author or sponsor of said amendments. If the individual presenting the amendments can get someone to affirm the motion of the proposal it may be taken to a vote. If three-fifths majority in the affirmative is secured the motion has passed and the amendments will be installed within the week. The constitution should not be amended easily or frequently.

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

**XII.a.** Dissolution of this organization may only occur if there is no successive primary executive leadership or if ordered to do so by the University.

**XII.b.** In the event that dissolution is inevitable, the President will inform the Student activities staff and the VP of Finance will close all financial accounts, repay debts if necessary, and allocate any remaining assets to an organization of the executive board's choice whose values, and mission align with our own.