**Agricultural Systems Management**

Adopted: December 1st, 2010

Revised: April 22nd, 2020

**PREAMBLE**

We, the members of the Agricultural Systems Management (ASM) Club, in order to promote agriculture and maintain continuity within our major, do ordain and establish this Constitution.

**ARTICLE I. PURPOSE**

The purpose of this organization shall be to:

* Allow students to develop leadership skills.
* Create a sense of community for students in the ASM major.
* Provide members with opportunities for personal and professional growth through networking with other students and members of industry for the purpose of education and career placement.

**ARTICLE II. MEMBERSHIP**

Section 1. Membership in ASM shall be comprised of students in the ASM major, students in the College of Food, Agricultural, and Environmental Sciences at the Ohio State University, in addition to students outside of the college with a strong desire to promote agriculture. The officers will keep a current roster of membership.

Section 2. Further membership in ASM shall be determined as provided for in the By-Laws.

Section 3*.* Membership in ASM shall not be denied to anyone on the basis of race, creed, religion, sexual orientation, national origin, sex, or other discriminatory status.

Section 4. If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, with the consultation of the advisor.

**ARTICLE III. FINANCIAL**

Section 1.Dues shall be required of members as set by a vote of the membership at the first club

 meeting of the academic year. Dues will be a flat rate per year or half that rate per

 semester.

Section 2. The treasurer shall maintain the club account in cooperation with the advisor in accordance with rules set forth by The Ohio State University Student Organization Management.

**ARTICLE IV. MEETINGS**

Section 1. Regular meetings shall be held as scheduled by the executive committee bi-weekly, 1st, 3rd, and 5th (if applicable) Wednesday when classes are in session.

Section 2. Executive meetings shall be held on the off-meeting weeks or as needed when determined by executive committee members or advisor(s). Executive committee shall prepare the agenda and upcoming business for the next meeting.

Section 3. Committees shall meet on the off-meeting weeks or as needed when determined by the committee chair or advisor(s). Each committee chair shall prepare to present at the next meeting.

**ARTICLE V. OFFICERS**

Section 1. Officers shall consist of: President, Vice President, Reporter, Treasurer, Service Chair, Fundraising Chair, Recruitment Chair, Media Manager, and Brian Myers Young Leader Chair

Section 2. Applicants for all offices must be an enrolled student in good standing at The Ohio State University. Applicants shall either be nominated by a peer or self-nominated for each office. Any member can choose to cease nomination after a minimum of *TWO* candidates have been chosen for a given office. Nominees shall leave the room and members will discuss and vote by ballot for each office.

Section 3. The Officer election process shall take place during the month of November of fall term.

Section 4. *ALL* officers and committee chairs shall keep records in a three-ring binder and/or electronically (via BuckeyeBox) during the course of their term which shall be passed to future officers.

Section 4a. Outgoing officers shall transfer the binder to the new officer *NO MORE* than one

 week after elections and provide guidance to the new officer up to *FOUR MONTHS* following elections.

Section 5. Any Officer appointed or elected, who is not in good standing with the University (i.e. grades, graduating, etc.) or who is not fulfilling his or her duties as outlined in the Constitution shall be removed from office. The act of officer removal shall be approved by the executive committee with the approval of the advisor. If the decision is contested, it shall be brought before the general body of the Agricultural Systems Management Club and the officer removal shall require a 2/3 vote. The vacant office will be refilled by standard election procedures as outlined in the Constitution at the meeting following removal.

**ARTICLE VI. COMMITTEES**

Section 1. Executive Committee - This committee shall consist of the officers and advisor(s) of ASM Club and shall oversee all other committees.

Section 2. Service Committee - The Service Committee shall be responsible for directing the philanthropic efforts of the organization by identifying, coordinating, and implementing AT LEAST ONE service activity per semester. The activities should align with the mission of the organization.

Section 3. Fundraising Committee - The Fundraising Committee shall be responsible for overseeing the Lawn Mower Clinic, Quarter Horse Congress, and Farm Science Review fundraisers. The Fundraising Committee shall meet with the Construction System Management Lawn Mower Clinic committee as determined by the chair and/or advisor(s). The Fundraising Chair shall select 4-5 dues paying members that will serve as the Fundraising Committee; one shall lead Lawn Mower Clinic, one shall lead Quarter Horse Congress, and the rest shall lead the Farm Science Review. Each member selected by the Fundraising Chair must be voted in by at least ¾ vote by the Executive Team.

Section 4. Recruitment Committee - The Recruitment Committee will be made up of the Recruitment Chair, Brian Myers Young Leader Chair, and 2-3 other dues paying Club members. The committee shall be responsible for encouraging new membership (i.e. traveling to high schools, career shows, etc.) through outreach activities to ensure growth of the club (and major).

**ARTICLE VII. CLUB CONDUCT**

**Section 1.** This organization and its members shall not discriminate against any individual(s) for reasons of age, disability, gender identity or expression, national origin, race, religion, sexual orientation, or military veteran status.

**ARTICLE VIII. AMENDMENTS**

Section 1. A majority approving vote (2/3rds) of all voting members shall be required to pass an amendment to the Constitution and/or By-Laws.

Section 2. New amendments shall automatically invalidate conflicting provision(s).

Section 3. Amendments to this Constitution and/or By-Laws shall be handed to the Executive Committee in written form and be read to the membership at a regular meeting. No vote may be taken until the following meeting.

**BY-LAWS**

**ARTICLE I. MEMBERSHIP**

Section 1. Membership is open to all students of The Ohio State University interested in promoting agriculture.

Section 2. It is encouraged of members to attend all regular meetings of ASM.

Section 3. Any member who fails to pay dues, no longer demonstrates interest in the organization, or graduates will be removed from the active roster. Members will be contacted about their failure to pay dues, and if they do not respond or do not pay the dues after being contacted, will be removed from the roster and will no longer be able to attend exclusive Agricultural Systems Management Club activities. Members who have graduated and are no longer ‘enrolled students’ will be removed from the active roster. The removal process will include a majority vote amongst the executive committee and advisor.

Section 4. 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.

**ARTICLE II. MEETINGS**

Section 1. A majority of all members shall constitute a quorum. No business shall be conducted unless a quorum is present.

Section 2. “Robert’s Rules of Order. Revised” shall govern procedure at meetings.

Section 3. A simple majority is *50%* plus one of the voting quorum present.

**ARTICLE III. DUTIES OF OFFICERS**

Section 1. Duties of Officers

Paragraph 1: President –Shall preside over meetings, work with the advisor to establish an agenda for executive and committee meetings, oversee committees and serve as a resource for all members.

Paragraph 2: Vice President – Shall preside over meetings in the absence of the President, track the writing and sending of thank-you notes, and oversee committees. Responsible for attending College of Food, Agricultural and Biological Sciences (CFAES) Student Council meetings, representing the ASM Club in a positive image and reporting back to ASM Club members.

Paragraph 3: Reporter – Shall keep a record of meeting proceedings, handle all correspondence with committee and outside organizations, oversee communication with committees and reserve locations for meetings.

Paragraph 4: Treasurer – Shall work with the advisor to track ASM funds, oversee committees including Fundraising, develop a budget for the event, and oversee grant applications and submissions.

Paragraph 5: Service Chair – Shall establish a committee, approved by the executive committee, call meetings for the service committee as needed or determined by advisor(s) and shall abide by requirements set forth in Article VI. Committees.

Paragraph 6: Fundraising Chair – Shall call meetings for the fundraising committee as needed or determined by advisor(s) and shall abide by requirements set forth in Article VI. Committees.

Paragraph 7: Recruitment Chair – Shall call meetings for the recruitment committee as needed or determined by advisor(s) and shall abide by requirements set forth in Article VI. Committees.

Paragraph 8: Media Manager- Shall update club website on a regular basis, take pictures of club activities and events, as well as update club social media pages (Facebook, Instagram, etc.). Media Manager may appoint a club member, with member’s approval, for assistance with duties if needed.

Paragraph 9: Brian Myers Young Leader Chair- shall be a true freshman or first year transition student and responsible for leading a young member’s committee consisting of at least two additional members; one underclass student (freshman or sophomore) and one upper-class student (transition junior or senior). The young leader chair is to meet with the committee to determine ways for the club to better involve younger and new members, and report their ideas at least monthly to club members. The young leader chair will also report to the FABE academic program coordinator to help reach out to new young members to find new ways to peak their interest.

Section 2*.* All retiring officers shall be responsible for offering recommendations to the new officers after elections as well as transferring all related documents and materials to the new officers.

**ARTICLE V. COMMITTEES**

Section 1. Nominations for committee chairs shall be made in the same manner as election of other officers as determined by a vote of membership.

Section 2. Chairs for each committee shall establish a functioning committee…anything about ‘removal’ of committee members after 3 months with lack of participation and/or cooperation, the chair shall make a recommendation for that member(s) to be replaced. If approved by the executive committee, the individual will be notified via email that their services are no longer needed, and another member will be appointed by the chair.

Section 3. Chairs for each committee shall serve on the executive committee led by the ASM President.

**ARTICLE VI. CONSTITUTION REVIEW**

Section 1. Review and revision of the Constitution and By-Laws should take place on an as needed basis determined by the executive committee or advisor.

Section 2. Proposed revisions to the Constitution and By-Laws must be introduced at a regular meeting of ASM, and then be allowed to sit for period of at least two weeks or the next regularly scheduled club meeting (which ever of the fore mentioned comes first) before bringing to a vote.