**Constitution for ACLU of Ohio Campus Action Team at Ohio State**

***Article l - Name, Purpose, and Non-Discrimination Policy of the Organization.***

The name of this organization shall be the American Civil Liberties Union of Ohio Campus Action Team at Ohio State, or the ACLU of OH Campus Action Team at Ohio State, hereinafter referred to as the Campus Action Team at Ohio State.

The ACLU dares to create a more perfect union — beyond one person, party, or side. Our mission is to realize this promise of the United States Constitution for all and expand the reach of its guarantees.

I.a. **Purpose:** The ACLU of OH Campus Action Team at Ohio State exists to engage the student body in organizing, building power, and mobilizing for true social justice and reform through the engagement of the Columbus community. This organization is for anyone who wants to protect and expand civil rights and liberties through community organizing and development while utilizing the resources of the ACLU of Ohio.

**I.b. Non-Discrimination Policy:** All student organizations desiring to benefit from active, registered student organization status with Ohio State University must include in their constitution a non-discrimination policy statement that accords with and is at least as broad as the University’s Non-Discrimination policy statement. The University’s  non-discrimination statement outlined in the Affirmative Action, Equal Employment Opportunity & Non Discrimination/Harassment 1.10 (https://hr.osu.edu/public/documents/policy/policy110.pdf) is as follows:

II.a.The Campus Action Team at Ohio State 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.

II.b. As a student organization at The Ohio State University, the Campus Action Team 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.

III.c. 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.***

The Campus Action Team’s voting membership should be limited to currently enrolled Ohio State students. Others non student members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members.

II.a. 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 Executive Committee  are able to make decisions regarding the membership of 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.

II.b. Membership is open to any student enrolled by The Ohio State University.

II.c. Each member holds the right to vote, run for office and participate in all events.

II.d. The Campus Action Team at Ohio State shall convene at the start of autumn semester each academic year.

II.e. The annual dues for this organization shall be established annually.

***Article III – Methods for Removing Members and Executive Officers***

III.a. 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 Campus Action Team’s advisor.

III.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 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  Campus Action Team’s advisor.

III.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, in consultation with the Campus Action Teams advisor, may vote to temporarily suspend a  member or executive officer.

***Article IV - Organization Leadership***

The length of term for each organization leader will run approximately one academic year, beginning in the Fall term and running through the Spring Term. Elections will be held during the Spring Term, elected by student members.

Primary Leader (President): The President shall fill vacancies in office by appointment until approval of the general membership, and shall be in charge of communications between the general body and executive board members. The President is responsible for the delegation of various responsibilities and deadlines, and shall suggest and discuss future programs and events.

Secondary Leader: The Secondary Leader is responsible for taking over the President’s duties when the President is unable to do so. The Secondary Leader shall fulfill the roles of the president should the position become vacant or the president is not present. The Secondary Leader shall send weekly update and reminder emails to the general membership and be in charge of coordinating social events at general body meetings.

Treasurer: The Treasurer is responsible for budgeting and keeping a current record of all financial transactions. The treasurer will submit any Operating and Programming Fund requests in the Student Management System. The Treasurer shall develop semester reports containing a list of all receipts and disbursements and distribute them amongst members and is responsible for checking the accuracy of all bills.

Advisor: The advisor is responsible for providing feedback to the Campus Action Team in regard to operations and giving direction toward future operations. The advisor shall serve as a resource and share knowledge, experience, expertise and advice for the planning of group events. The Advisor is a nonvoting member of the organization.

***Article V- Election / Selection of Organization Leadership***

V.a. Nomination: Candidates for the Organization Leadership shall be announced two weeks prior to the election of the Leadership Team, with the exception of the election of the first Leadership Team.  Candidates may be nominated by themselves or by another person and must complete a candidate application form.

V.b. Eligibility: Eligible candidates must be active members of the Campus Action Team at Ohio State. Eligible voters must be active members of the Campus Action Team. As the ACLU is nonpartisan, members of the Leadership Team are not permitted to advertise political party views or endorse political organizations while at ACLU events or when representing the ACLU.

V.c. Ballots and Balloting Procedures: Voting will take place by secret ballot.  Candidates must receive a plurality of the votes to win the race.  In the case of a tie, there will be a run-off after each candidate in the tie answers a question to be determined by the presiding officer.

V.d. Appointment and Ratification Procedures: Elections will be held during Spring Semester. Newly elected officers of the Campus Action Team will take office immediately after elections have concluded.

V.e. Procedures for Special Circumstances:

Removal/Recall**:** If a Leadership Team member repeatedly and intentionally fails to comply with this Constitution and Leadership and member responsibilities, that person may be impeached upon unanimous vote of the executive board and approval by the advisor(s). Before invoking this procedure, the officer will be given prior warning and will have the opportunity to defend himself/herself/themself at the next available chapter meeting.  At that time, chapter members will vote on whether or not to remove the officer.  If the officer receives a majority of votes against him or her, he or she is then removed from office.

Resignation:Any officer who wishes to resign from the Leadership Team must inform the President at least two weeks in advance of their ensuing resignation.

Vacancy: The following provisions apply whenever, due to resignation, removal, or other circumstances, a position on the Leadership Team is vacated prior to scheduled annual elections.

(A) The Secondary Leader shall immediately become acting chapter President if the chapter directorship is vacated.

(B) If any other positions on the Leadership Team become vacant, the chapter shall hold a special election for those positions at the second general body meeting following the vacancy. Candidates for those officers shall inform the President at the first general meeting following the vacancy opening or at least one week in advance of the special election.  Special elections shall be decided by a plurality vote or chapter members present or voting in absentia at the second general body meeting following the vacancy opening.

***Article VI - Executive Committee: Size and composition of the Committee.***

The Executive Committee represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. The Executive Committee comprises the Advisor, President, Secondary Leader, and Treasurer.

***Article VII – Advisor(s) or Advisory Board: Qualification Criteria.***

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. The advisor is responsible for providing feedback to the Campus Action Team in regard to operations and giving direction toward future operations. The advisor shall serve as a resource and share knowledge, experience, expertise and advice for the planning of group events. The Advisor is a nonvoting member of the organization.

***Article IX – Meetings and Events of the Organization***

Two general meetings and attendance at all or 50% of events hosted may be required for membership each academic term except for summer.

***Article X – 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.

***Article XI – 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 either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

***Article XII – Method of Dissolution of Organization***

In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the American Civil Liberties Union of Ohio. Upon the official dissolution of the organization, Student Activities staff must be contacted by the former President to  remove organization information from the website. The American Civil Liberties Union of Ohio must be contacted and made aware of the Dissolution of Organization via written response.