**The Constitution of One Health Club at The Ohio State University**

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

**Section 1.** Name: The organization will be known as One Health Club, hereafter referred to as “the club.”

**Section 2.** Purpose: The purpose of the club is to increase awareness of the One Health approach, which is the interconnection of public health, veterinary science and environmental science. This is an underrepresented public health approach and is crucial towards disease prevention. The club allows students to become involved in collaboration across human and animal medicine and connects students within medical, veterinary, and public health fields. Club programs will include panels of experts in related fields, opportunities to connect with students in related fields, community service activities to serve the Columbus community in public health, advocacy events to raise awareness about public health issues, and other related events.

**Section 3**. *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.

*Sexual Misconduct Policy:* As a student organization at The Ohio State University, One Health Club 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 1.** University Guidelines for Membership: The organization’s voting membership will be limited to currently enrolled Ohio State students. Non-student members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members. This organization is student initiated, student led, and student run. 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.

**Section 2.** Types of Membership:

1. Undergraduate members: Undergraduate members may be full voting members of the club, are eligible to attend all events, and may hold office. Members must remain in good standing with the Ohio State University.
2. Graduate members: Graduate students in any program higher than a bachelor’s program eligible to participate in all events but may not hold office or vote.
3. Honorary members: Faculty, alumni, and professionals may become honorary members. They may participate in events but cannot vote and cannot hold office.

**Section 3.** Dues: Dues will be set annually by majority vote of the executive board shortly after election. Dues may be set at $0 and may not exceed $10 per semester. Opportunities to pay dues in a payment plan will be offered for students with financial concerns.

**Section 4.** Establishment and Revocation of Membership: Membership is established upon receipt of a completed interest form. Members must attend at least 2 events per semester to remain active. Members may choose to leave the club at any time by contacting the secretary. Membership will be revoked for any member who violates the Student Code of Conduct, non-discrimination policy, sexual misconduct policy, or otherwise acts in a manner that is detrimental to the organization and/or students. Revocation of membership will be decided with the consultation of the advisor in addition to a majority vote of the executive board.

***Article III – Organization Leadership***

**Section 1.** Executive Board Positions: The executive board will consist of two Co-Presidents, the Secretary, the Finance Chair, the Membership & Recruitment Chair, the Philanthropy Chair, and the Outreach Chair. The outgoing executive board will review the positions and adjust as they see fit with the ability to add, eliminate, or change a position by majority vote of the executive board and approval of the advisor. Positions may be expanded to include co-chairs for Membership & Recruitment, Philanthropy, and Outreach.

**Section 2.** Election of Leadership: Executive board members are elected in the autumn semester each year. In order to run for an office, members must be an undergraduate student who has attended at least 1 event in the past semester. Applicants must submit an application developed by the previous executive board with the advisor. Upon receipt of the application, an interview will be scheduled with a minimum of one previous executive board member, but up to as many executive board members as are available. The application and interview will be scored based on a rubric to be shared with applicants. The application and interview will each account for 25% of the applicant’s final score.

The remaining 50% will be based on a general body vote. Applicants may make a short speech to present to the voting members. Voting members will then rank their choices for each position, which will be converted to points in the calculations.

Based on scores, the applicant with the highest score will receive their highest rank of choice for office, then the applicant with the next highest score will get their highest choice if it is not already taken, otherwise they will receive their next ranked choice. The process will continue until all positions are filled. New executive board members will be notified of their positions by the day after voting concludes.

**Section 3.** Removal of Executive Board Members: Executive board members may choose to step down from their position at any time by giving notice to the organization and the advisor. Executive board members may also be removed for violations listed in Article II, Section 4, as well as failure to perform duties. The process requires the decision of the advisor once concern has been raised by another member, whether general body or executive board. The advisor may make sole decision on removal of an executive board member or may choose to put the issue to a vote, in which case the member is removed by a majority vote of active members.

**Section 4.** Duties of the Executive Board:

1. Co-Presidents — The Co-Presidents are responsible for developing club programming, organizing and presiding over meetings, and representing the club in an official capacity. They are the primary officers responsible for student organization registration during the fall registration window annually. One of the Co-Presidents will complete university-required training within the registration window.
2. Secretary — The secretary is responsible for all club-related communication with members. They record and maintain a record of all meeting minutes and attendance, prepare an agenda for the meetings, and send out official correspondence. The secretary will maintain the email list and send out newsletters upon approval by the Executive Board. They will also work to develop and update the website.
3. Finance Chair — The Finance Chair acts as club treasurer. The Finance Chair is required to complete the training required by the Ohio State University by the set deadline. The Finance Chair is responsible for receiving and distributing funds, keeping an accurate record of receipts and disbursements, and maintaining the club budget. At the request of the Co-Presidents or advisor, the Finance Chair may deliver a finance statement to the club. The Finance Chair will work to request funds as needed.
4. Membership & Recruitment Chair — The Membership and Recruitment Chair works closely with the secretary to maintain membership records. They are also responsible for handling new submissions of interest forms to ensure integration of new members into the club. They will also work with the Outreach Committee to develop recruitment materials and propose ideas for recruitment events, then work to organize and execute the events with the assistance of the Executive Board.
5. Philanthropy Chair — The Philanthropy Chair identifies public health-related needs in the campus and Columbus area to which the club should donate items and funds or support through volunteerism. The Philanthropy Chair proposes club-level solutions for the identified needs and works with the Outreach Committee to organize events and develop promotional materials dedicated to this.
6. Outreach Chair — The Outreach Chair presides over the outreach committee to develop fundraising, awareness and One Health Club social events. The Outreach Committee should work to develop apparel and products to raise funds as well. They should work closely with the Finance Chair to ensure fundraisers are within the club’s budget, and that all funds are properly deposited and used for club purposes only.

***Article IV - Standing Committees***

**Section 1.** Standing Committees serve the organization leadership and general membership. Standing committees are permanent and designed to carry out the basic functions of the organization. Chairpersons of these committees are appointed by the organization leadership.

**Section 2.** Outreach Committee:

1. Chair: Outreach
2. Purpose: The Outreach Committee assists in developing club fundraisers and social events as well as designing products and apparel to raise fund.
3. Composition: The Outreach Chair is an ex-officio member of the Outreach Committee, meaning they are required to take part by virtue of their positions. The Outreach Chair presides over the committee as a non-voting member and the Finance Chair presides in their absence. Any member may join the committee.

**Section 3.** Public Relations Committee:

1. Chairs: Co-Presidents
2. Purpose: The Public Relations Committee develops social media posts and printed promotional materials, including flyers. The committee also submits information to the College of Public Health, College of Food, Agricultural and Environmental Sciences, and the College of Arts & Sciences to promote the club to students.
3. Composition: The Co-Presidents will serve as chairs. Any member who so chooses may join the committee. General members or fellow executive board members who are part of the committee may submit social media posts or promotional media for review by the chairs, upon which it may be utilized by the club if approved. Members who are not members of the committee may also submit materials to be reviewed by the committee. Members of the committee may hold committee leadership positions if appropriate, which are the Director of Market Strategy and Director of Print Media. Director of Market Strategy is responsible for utilizing marketing tools and analytics to optimize use of social media. Director of Print Media is responsible for overseeing flyer development, printing of the flyers, and distribution to be posted across campus.

***Article V – Advisor***

**Section 1.** University Requirements: 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.

**Section 2.** Club Requirements: The advisor should possess an educational background and experience in a field related to One Health, including but not limited to: public health, medicine, veterinary medicine, animal science, zoology, environmental science, biology. The advisor must complete the University-required training. The advisor must assist in club registration, obtaining funds, and other duties which necessitate their intervention. They may be as involved as they choose beyond the requirements set above.

***Article VI – Meetings and events of the Organization: Required meetings and their frequency.***

Members are required to attend two meetings or events per semester. Exec members are required to attend all meetings per semester and at least one event outside of meeting time, unless approved by Co-Presidents in advance.

***Article VII – Attendees of Events of the Organization: Required events and their frequency.*** Attendees are expected to arrive on time, participate, and treat others with respect. One Health Club reserves the right to address attendees or remove them from the organization if they are being repeatedly disruptive or are found participating in behavior that does not align with the One Health Club constitution, the Code of Student Conduct, university policy, or federal, state or local law, they may be asked to leave the event and are subject to removal from the organization or legal action if appropriate.

***Article VIII – Method of Amending Constitution: Proposals, notice, and voting requirements.***

Any member is eligible and encouraged to propose an amendment or necessary adjustment to the constitution. The proposal should be brought to the executive board and if the executive board finds the proposal appropriate and reasonable, a general body vote will be held and majority rules.

***Article IX – Method of Dissolution of Organization***

The executive board reserves the right to determine if a dissolution is necessary and will hold an executive-board vote where majority rules. Upon the official dissolution of the organization, Student Activities staff will be contacted to remove organization information from the website. If the club is restored within one year of dissolution, funds will be returned to the organization. One year after dissolution without restoration, remaining funds will be distributed to the College of Public Health.