

## Constitution of *Disability Advocacy Coalition – Medicine (DAC-Med)*

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

Section 1: The name of this organization is *Disability Advocacy Coalition – Medicine (DAC-Med)*.

Section 2: The purpose of *Disability Advocacy Coalition – Medicine (DAC-Med)* is three-fold: 1) to increase inclusion in the field of medicine concerning disability, 2) to be a central hub for disability advocacy within the College of Medicine, and 3) to create space and a community that is support for students and providers that identify as having a disability.

Section 3: This organization and its members do not discriminate based on age, ancestry, disability, gender identity or expression, genetic information, health status, military status, national origin, race, religion, sex, sexual orientation, or any other bases under the law, in its activities, programs, and membership.

### *Article II - Membership: Qualifications and Categories of Membership*

Section 1: Any student currently enrolled at The Ohio State University College of Medicine is eligible for club membership. Student members may run for office through annual elections. Students become members by emailing a member of the organization or expressing interest at an organization associated event.

Section 2: Faculty and staff are eligible to become associative members if they express interest in advocating for inclusivity of disabilities in medicine. We welcome any and all faculty and staff who wish to support the mission of DAC-Med.

Section 3: Member responsibility may include volunteering to help manage and run events.

Section 4: There shall be no required dues for this organization. Any event that may require monetary involvement would be strictly optional for members.

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

Section 1: If any member conducts themselves in a manner deemed detrimental to the purpose of this organization or is in violation of the Ohio State University College of Medicine Student Code of

Conduct, they can be removed from the club through a majority vote of the Executive Board. The person in question must be allowed to be present during the vote.

Section 2: Any officer, committee member, or person in a leadership role can be removed from their position with sufficient cause. This includes but is not limited to violation of the constitution or by-laws or any conduct deemed prejudicial to the best interests of the club, or failure to fulfill assigned duties. Prior to the vote on this matter a review session must be held by the Executive Board and the person in question must be allowed to be present. A majority vote by the Executive Board will remove the person in question from their role. If the member at question is on the Executive Board a majority is still needed and the advisor must also take part in this process.

*Article IV - Organization Leadership: Titles, Terms of Office, Selection, and Duties of the Leaders*

Section 1: The organization will be led by an elected Executive Board. The Executive Board will consist of Co-Presidents, a Treasurer, Community Outreach Committee Co-Leaders, Advocacy Committee Co-Leaders, Education Committee Co-Leaders, and Events Committee Co-Leaders. The Executive Board is permitted to create new leadership positions and subcommittees and select people for these roles as they see fit. Shall the organization expand to fellow graduate and professional programs within the university, Liaison roles will be created for each respective college on the Executive Board.

Section 2: Actions of the Executive Board must be approved by a majority vote between the Executive Board members.

Section 3: The Executive Board must meet at least once a month, with the time organized by the President, to plan and organize the activities for at least until the next organizational meeting. It is recommended that tasks for each club meeting get delegated amongst the Executive Board members.

Section 4: The roles of the President include managing club meetings and activities, assisting fellow Executive Board members, and accomplishing the roles described by The Ohio State Center for

Student Leadership and Service. The Vice President shall be in charge of organization communication and assist fellow Executive Board members where needed. The Treasurer shall manage the monetary aspect of the club and accomplish the roles described by The Ohio State Center for Student Leadership and Service. The Community Outreach Committee Coordinator will be responsible for creating and maintaining community partnerships and organizing service opportunities for members. The Advocacy Committee Coordinator will focus on working with administration in the College of Medicine and Student Council to revise the medical curriculum to be more inclusive. The Education Committee Coordinator will work on the development and distribution of disability resources to students, providers, and patients. The Events Committee Coordinator will work to recruit speakers for panels, develop workshops, and other various events regarding disability and inclusion. Should Liaisons be elected, they will be responsible for connecting their professional or graduate programs to DAC-Med but are not limited in their role. Each of the Executive Board members can also have other duties assigned as necessary and they will also be expected to help each other plan club activities.

Section 5: Executive Board members will be selected by application annually. To be eligible for selection, one must have the necessary time and compassion to advocate for disability inclusion in medicine. To run for office a person should: be an active club member and meet satisfactory academic requirements set forth by the College of Medicine.

Section 6: Officers will serve for one year. There is no term limit for officers as long as the student remains enrolled at The Ohio State University College of Medicine or their respective programs for Liaisons.

Section 7: In accordance with the rules of the Office of Student Affairs, all officers must be enrolled for at least three quarters or semester equivalent within the current academic year, meet minimum GPA requirements as determined by the Office of Student Affairs, and not be on academic or disciplinary probation or suspension.

Section 8: In the event that an Executive Board member steps down, the remaining Executive Board can replace that person either by selecting a member in another leadership position (e.g. a member on one of the subcommittees) or by holding a special election, as deemed necessary.

*Article V- Standing Committees: Names, Purposes, and Composition.*

Section 1: A new committee may be requested by any member of the organization. Requests for new committees will be approved by the Executive Board so long as a viable need is identified.

Section 2: A subcommittee must stay within its purpose established by the Executive Board. A standing subcommittee is allowed to schedule its own meeting and activities. These activities should not interfere with meetings or events organized by the Executive Board or fellow subcommittees.

Section 3: A subcommittee must include at least one Executive Board Committee Leader and shall be run like the Executive Board, with a majority vote by subcommittee members required to make a decision.

Section 4: A subcommittee members have a term length of one year but may elect to remain on said subcommittees in subsequent years. Committee leaders are part of the Executive Board and shall be elected once yearly.

Section 5: A subcommittee may be required to attend Executive Board meetings, when requested by the Executive Board.

Section 6: A subcommittee can be disbanded by majority vote from the Executive Committee. The Committee Leader is permitted to be present when this decision is being made.

*Article VI – Advisor(s)*

Section 1: There shall be at least one faculty or staff advisor for the organization. An advisor must be a full-time faculty or staff of the Ohio State University College of Medicine. A Co-Advisor may be appointed if deemed necessary by the Executive Board.

Section 2: Advisor selection shall take place during Spring Semester of each year. Advisors shall be nominated and selected by the Executive Board, in receptive correspondence with the said individual.

A co-advisor can be nominated by the Executive Board but this process must be communicated to the standing club advisor.

Section 3: The advisor of the organization is required to meet with the Executive Board at least once a year.

Section 4: The advisor is welcome to come to as many club activities and meetings as they wish. They are also welcomed to assist with anything the Executive Board deems necessary this could include finding speakers to talk to the club. However, these are not required actions.

Section 5: An advisor can be replaced if deemed necessary by the Executive Board.

#### *Article VII: Meetings*

Section 1: General meetings include the club leaders and the general population. Meetings will be held at the discretion of the Executive Board at various times and places. The agenda for the meeting will be determined by the Executive Board.

Section 2: The Executive Board shall hold executive planning meetings for all general body meetings. See Article IV, Section 3.

Section 3: A subcommittee organized meeting must follow the same rules and process as listed in Article VII Section 1 and Section 2.

#### *Article VIII: Method of Amending Constitution*

Section 1: This constitution may be amended by a vote of 2/3 majority of the members present at any meeting.

Section 2: Provision of advance notice of amendment must be posted in notification by email and announced at the meeting previous to the meeting in which the vote occurs.

#### *Article IX: Method of Dissolution of Organization*

Section 1: In the event that *Disability Advocacy Coalition - Medicine* ceases to be an active student organization, all remaining operating and programming funds from The Ohio State University shall be

returned to the university. All money raised by the student organization shall be used to support a community organization whose mission is focused on the topic of disability. This will be decided by the most recent Executive Board or the advisor.