

## Constitution

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

**Section 1: Name:** Media Literacy Club

**Section 2 - Purpose:** Our purpose is to come together from all majors and specializations to educate students about social media and advertising tactics and help them be more analytical of the content that they see online.

**Section 3 - Non-Discrimination Policy:** *The Ohio State University is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.*

*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.*

*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.*

*As a student organization at The Ohio State University, Media Literacy 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](mailto:titleIX@osu.edu).*

### ***Article II - Membership: Qualifications and categories of membership.***

The organization's voting membership is limited to students currently enrolled at the Ohio State University. Other non- student members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members.

Members from all majors are encouraged to join, as Media Literacy affects everyone.

*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.*

### ***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 organization'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 organization'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 organization's advisor, may vote to temporarily suspend a member or executive officer.*

### ***Article IV - Organization Leadership:***

All leadership roles have a year-long term of office and after the initial group is selected at founding time, they will be selected using an application system in which the President, Vice President, and Treasurer come together as a board to select the candidates from the applicant pool that best fit the role and vision of the club for the coming year.

**President-** The President is in charge of setting and monitoring the goals and actions of the club, delegating tasks as they see fit, presiding over club meetings, planning events, overseeing intra-club relations and retention, and communicating with the University.

**Vice President-** The Vice President will preside over meetings in the absence of the President, assist the President and/or other officers in completing tasks, and take attendance at club meetings and events.

**Treasurer-** The treasurer manages all monetary transactions for the club including but not limited to merchandise money, requesting funding, and handling any costs relating to the club.

**Advisor-** The faculty advisor serves as a liaison between the University and the student-run organization. They must sign off on registration documents and funding requests for the club.

**Social Media Chair-** The Social Media Chair runs all social media accounts for the Media Literacy Club and replies to direct messages regarding club events, membership, and other club-related inquiries.

Merch Chair- The Merch Chair designs and orders any merchandise for club members and works with the Treasurer to collect payment for these items.

Recruitment Chair- The recruitment chair is in charge of new member recruitment, member retention, and integrating new members with existing club members.

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

New organization leadership will be selected by an application and interview process and ultimately decided by the President, Vice President, and Treasurer. Together, they will decide which candidates are most qualified to take the positions and which will uphold the vision and direction of the organization. The application process for new leadership will occur in early April, and the transition period will be during the rest of April. In special circumstances such as resignation or impeachment, a miniature application process for the specific role will occur.

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

The Executive Committee (like a board of trustees or directors) 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. This Committee is comprised of the organization leaders.

***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 faculty advisor serves as a liaison between the University and the student-run organization. They must sign off on registration documents and funding requests for the club. From there, they can be involved in as much as they would like to from an observer standpoint within what the student organization leadership sees fit to still be autonomous and student-run.

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

Organization meetings will take place once a month on dates and times determined by the Executive Committee at the beginning of each semester. Meetings will consist of general club business, community outreach, and intra-club relations. Executive Committee members are required to be in attendance of all but one (1) meeting per semester. General members are required to be in attendance of at least one (1) meeting or event per semester. Club events will be planned and coordinated by the Executive Committee as they see fit.

***Article IX – Attendees of Events of the Organization: Required events and their frequency.***

Any organization member who behaves in ways that are disruptive, or in misalignment with the club Constitution, its by-laws, the Code of Student Conduct, university policy, or federal, state or local law

will be excused from the meeting/event, and their continued membership will be determined by the Executive Committee.

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

Any proposed amendment should be presented in writing to the Executive Committee over the course of general club business at any club meeting. Upon initial presentation, proposed amendments will be read aloud to general members by the President. Proposed amendments should again be read aloud at the following club meeting. Any general member who wishes to voice an opinion on the proposed amendment should be invited by the President to do so immediately following the second reading. The Executive Committee will then decide by majority vote in the presence of general members whether the Constitution is so amendment. The Constitution should not be amended frequently or easily.

***Article XI – Method of Dissolution of Organization***

For the organization to be dissolved, all debts or outstanding payments must be handled primarily by the Treasurer, and if issues arise, the rest of the Executive Board as well. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.

**By-Laws**

Provision for amendment of the by-laws should be somewhat easier than that of the constitution as rules of procedure should adapt to changing conditions of the student organization. When amending the by-laws, as with the constitution, previous notice of any changes are required to be given to the membership at the meeting when they are decided upon and will begin to be enforced at the following meeting. a

By-laws are more permanent, however, than passing a general motion, which may require only a simple majority vote of voters present at a general meeting of the membership (a quorum being present). By-laws cannot run contrary to the constitution.

***Article I – Parliamentary Authority***

We will use Robert’s Rule of Order to govern their organization’s decision making except when these rules are inconsistent with their constitution or by-laws of the organization. These rules are of Western cultural origin, and based on the premise that “though the minority shall be heard and absentees protected, the majority will decide.”

The rules contained in Robert’s Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

***Article II- Membership***

Membership will be determined by a Google Form that can be filled out at meetings. There are no application requirements other than the aforementioned requirements outlined in Article II of the Constitution. To be added to the roster as an official member, at least one meeting or event per semester must be attended. For the Executive Board, all meetings must be attended with the exception of one absence permitted per semester, unless they are missing for a University-related event occurring at the same time.

### *Article III - Meeting Requirements*

Organization meetings will take place once a month on dates and times determined by the Executive Committee at the beginning of each semester. Group members will be informed of meeting dates, times, and locations via the Instagram account and the club email. Meetings will consist of general club business, community outreach, and intra-club relations. Executive Committee members are required to be in attendance of all but one (1) meeting per semester. General members are required to be in attendance of at least one (1) meeting or event per semester. Club events will be planned and coordinated by the Executive Committee as they see fit. During the April meeting of each year, the application process for the new Executive Board will be announced and take place throughout the month so that leadership turnover can occur smoothly.

### *Article IV - Method of Amending By-Laws*

Any proposed By-Law amendment should be presented in writing to the Executive Committee over the course of general club business at any club meeting. Upon initial presentation, proposed amendments will be read aloud to general members by the President. Any general member who wishes to voice an opinion on the proposed amendment should be invited by the President to do so immediately following the second reading. The Executive Committee will then decide by majority vote in the presence of general members whether the By-Laws are so amended.

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