**Ladies of Leadership (LOL) Constitution**

***Article 1 - Name, Purpose, and Non-Discrimination Policy of the Organization***

**Section 1- Name:**

The name of the organization is Ladies of Leadership (LOL).

**Section 2 - Purpose:**

Ladies of Leadership aims to promote the personal, academic, and professional growth of first-year women of color through mentorship facilitated by upperclassman students. Taking a strengths-based approach to leadership development, Ladies of Leadership works with small groups of first-year women of color to create a supportive environment that is conducive to success. Our ultimate aim is to challenge and change (mis)perceptions of women of color through thoughtful research and programming that centralizes the contributions of women of color to society. In partnership with others serving women of color on The Ohio State University campus, we will accomplish this aim while upholding our core values of scholarship, service, wellness, empowerment, and leadership.

**Section 3 – Non-Discrimination Policy**:

Ladies of Leadership 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, Ladies of Leadership 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***

Active mentee membership is given to selected individuals that are first-year students here at The Ohio University. Active mentor membership is given to upperclassman students that have gone through an application process and have been chosen by the executive board.

***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), {00312468-1} the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

***Article IV - Organization Leadership***

The executive board of Ladies of Leadership consists of the Co-Presidents (2), Treasurer, Secretary, Directors of Programming (2), Service Chair, Photography Chair, and Public Relations Chair.

Co-President duties: Creating agendas, emailing updates and important information to mentees and mentors, serving as the main contact person of the organization, and making major decisions.

Treasurer duties: Handling money and all responsibilities regarding finances.

Secretary duties: Managing the organization email account, taking attendance and minutes at meetings.

Director of Programming duties: Plan and organize major events.

Service Chair duties: Organize group service outings and oversee service sight leaders.

Photography Chair duties: Take and edit professional pictures and videos of the organization’s meetings and events.

Public Relations Chair duties: Maintain the organization’s social media accounts and outreach with other student organizations.

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

Elections take place annually in the spring semester. The executive board of the following year must be elected by early April. The Co-President position is only open to students with previous experience in Ladies of Leadership, and who have preferably served on the executive board for at least one year. The Director of Programming position is open to all students, but previous experience in Ladies of Leadership as a general body member is preferred. All other positions (Treasurer, Secretary, Service Chair, Photography Chair, and Public Relations Chair) are open to all students regardless of their experience with the organization.

Interested candidates must submit online applications to express interest in joining the executive board. Candidates may apply for multiple positions. It is up to the discretion of the incumbent executive board to proceed with a virtual or in-person election.

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

The executive board of Ladies of Leadership includes two co-presidents, a treasurer, and a secretary. These board members will create agendas, email updates and valuable information for the general body, serving as the main contact people for the organization, and making all organizational and executive decisions. Additionally, they will be responsible for handling money and finances, attendance, and managing the organization’s email account.

***Article VII - Standing Committees (if needed): Names, purposes, and composition.***

The standing committees of Ladies of Leadership include two directors of programming, a service chair, and public relations chair. These board members will plan and organize events, organize group service outings and oversee service sight leadership, take and edit organization photos, and maintain the organization’s social media accounts.

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

Our advisor is Mrs. Tyiesha Radford Shorts from the Department of Arts Administration, Education, and Policy.

***Article IX – Meetings and events of the Organization: Required meetings and their frequency.*** The expectation for Ladies of Leadership is to attend all bi-weekly meetings with the general body and attempt to attend service and social outings. Attendance is not required to remain a member; however, it is encouraged.

***Article X – Attendees of Events of the Organization: Required events and their frequency.*** Explain the process that will be implemented if any member, student or non-student, behave in ways that is disruptive (i.e., behavior that interferes with students, faculty, or staff and their access to an appropriate educational or work environment) or do not align with your organizations constitution, the Code of Student Conduct, university policy, or federal, state or local law. Additional information and resources on assisting disruptive or distressed individuals can be found at: oaa.osu.edu/assets/files/documents/911handout.pdf. For example:

X. 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: Proposals, notice, and voting* *requirements***

Include the method for amending the constitution here. Define the process for proposing an amendment, providing notice to the organization or executive board, and the exact voting procedure for approving the amendment.

XI. 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***

Requirements and procedures for dissolution of the student organization should be stated. Should any organization assets and debts exist, appropriate means for disposing of these assets and debts should be specified clearly and unequivocally. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from website.