*The Constitution for The Study Abroad Voyagers*

*Article I-* *name, purpose, and non-discrimination policy of the organization*

The Study Abroad Voyagers at the College of Food, Agricultural, and Environmental Science (CFAES)

The Study Abroad Voyagers’ purpose is to promote study abroad within CFAES, with the intent to inform students of the benefits study abroad programs bring to their college careers. Voyagers should work to make common knowledge the study abroad programs offered within CFAES. The Study Abroad Voyagers will also ensure that its members continue to learn and discover new cultural ideas in and around Columbus, and around the world.

The Study Abroad Voyagers, nor its members, will not discriminate against any individual(s) 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 basis in accordance with [Student Organization Registration and Funding Guidelines](https://activities.osu.edu/posts/documents/student-organization-registration-guidelines-updated-may-2021.pdf).

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

Criteria for becoming a voting member of The Study Abroad Voyagers include being a currently enrolled student at The Ohio State University, remaining in good academic standing with the university, and having participated in, or been accepted into a study abroad program during their undergraduate career at The Ohio State University. Membership into this organization is selective and students must submit applications during the spring semester, participating in an interview process, and if selected, participating in a summer training session.

Any member who negatively affects the reputation, infrastructure, current member, or potential member, will be removed from The Study Abroad Voyagers, and any further inappropriate behavior will not be associated with The Study Abroad Voyagers. Decisions of removal must be provided due process and be approved by the advisor.

*Article III- Organization Leadership*

Organization leaders of the Study Abroad Voyagers are appointed from the ranks of general voting member status, and are elected by majority vote of the general membership. Leaders make up the executive committee. Leadership positions and lengths of terms are specified as follows:

* President: The president’s responsibility is to conduct meetings, bring attention to new club business, and help facilitate club events/programs. The president will serve as a resource for general club members as well as outside nonmembers, to answer any questions about the organization. The length of term for the president will be one semester.
* Vice President: The vice president will share in the responsibilities listed under the president position. The vice president will facilitate and lead all committees in day-to-day processes. If the president is not able to serve for any reason, the vice president will step in and serve in his/her place. The length of term for the vice president will also be one semester.
* Secretary: the secretary’s responsibility includes taking attendance at general and executive board meetings, taking minutes on the business conducted during said meetings, and emailing club members on the upcoming events, and meeting times. The length of term for the secretary will be one semester.
* Treasurer: The treasurer will be responsible for keeping financial records of the club. This includes, but is not limited to, collecting money for any events or fundraising ideas put on by the club. The treasurer will serve a term of one semester.

If any officer fails to accomplish the responsibility laid down in the guidelines of the constitution, and have been given fair warning and opportunities to correct their behavior, they will be asked to step down from said office. If said officer refuses to relinquish their role, then the officer can be removed by a majority vote from the voting members in the club.

*Article IV- Executive Committee*

The Executive Committee will conduct its business between the general membership meetings and report their business back to the general assembly. This committee is composed of the organization’s leaders including the president, vice president, secretary, and treasurer. The committee is responsible for ensuring that The Study Abroad Voyager’s remain organized and assist with carrying out basic functions of the club.

*Article V- Standing Committees: Names, purpose, and composition*

The committees listed below are permanent in the infrastructure of The Study Abroad Voyagers and are composed of both members of the Executive Committees and the general assembly. The committees and their functions are listed below:

* Community Service: The community service committee will keep members engaged in both the club and the surrounding community with projects related to helping. This can include both small infrequent projects and also large scale projects.
* Marketing/PR: The marketing committee will be responsible for posting flyers, working and setting up tables for events, presenting to other clubs at their meetings, and designing flyers.  The marketing committee will also be responsible for thinking up new ways to get information about study abroad programs to students.  This committee is responsible for maintaining the clubs Facebook page and other forms of social media propaganda. They will also be required to maintain a monthly newsletter distributed throughout the college, about the study abroad opportunities available, as well as other exciting news about students taking advantage of study abroad.
* Scholarship/Fundraising: The scholarship committee will be in charge of researching information and sources of scholarships for study abroad and also possibly working on developing scholarships and carrying out stewardship with alumni or outside donors.
* Social: The voyager committee would create events and activities that the Voyagers can enjoy. These events could include a day trip and activities that help members discover new and exciting cultural ideas.

*Article VI- Method of Selecting and Removing Members and Officers*

*Members*

As stated in article II the selection process for members of The Study Abroad Voyagers is selective. Students who wish to become members of this organization must fill out an application during the spring semester. Applicants will have to submit to an interview process along with their application. If chosen for membership, members must participate in a summer training session. Also, members must commit to displaying high standards of conduct while representing the club. Members are also required to attend meetings unless otherwise excused by an executive committee member or advisor. Absences from meetings must be excused before the meetings begin. Each member is allowed one un-excused absence per semester. If a member misses more than one meeting without being excused the member will be put on probation and if the attendance policy is violated again, the executive board members and advisor will evaluate the member’s status in the organization.

Members who do not uphold the standards of the club or participate in activities that embarrass the members these members will be subject to scrutiny by the executive board members and advisor(s). Such actions may include, but are not limited to, tarnishing the reputation, disrupting the infrastructure, or harming a current member, or potential member. If a majority vote of the executive members’ vote to remove the member from the club, then that member will be removed from The Study Abroad Voyagers and future behavior will not be associated with the club.

*Officers*

The officers described in article III will be elected at the last meeting of spring and autumn semester by a simple majority vote by the Club’s members attending the special election meeting. Officers will be elected from a slate of candidates provided through open nominations. The term of each officer is stated in article III. A member may serve in the same office for consecutive terms, as long as he or she receives a majority vote. In the event that an office is not filled during election, the remaining members of the Club’s Executive Committee may appoint a person to fill the office without a majority vote of the Club’s members.

In the event that one or more members of the Executive Committee fail to meet the expectations of the position, the remaining officers may vote, and by simple majority, remove said officer from his/her position. The remaining executive members will appoint a new member to fill in the position.

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

The advisor shall be the CFAES study abroad specialist.

*Article VIII- Meetings of the Organization: Required meetings and their frequency*

Meetings will be held for general members once every other week during each academic semester, excluding summer semester. All members will be notified of the time and place of each meeting and expected to attend. The executive committee will meet as deemed necessary, on the off weeks of general membership meetings.

*Article IX- Method of Amending Constitution: Proposals, notice and voting requirements*

Proposed amendments to the constitution should be submitted in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again at a specified number of subsequent general meetings, and the general meeting in which the votes will be taken. Approval should require a majority vote of members present at the voting meeting. The constitution should not be amended easily or frequently.

*Article X- Method of Dissolution of Orgnaization*

In the event of failure to maintain and achieve its purposes, the Club will be dissolved. Any unencumbered assets will be returned to donors.