

Undergraduate Geography Club at The Ohio State University Draft Constitution

Article I- Name, Purpose, Non-Discrimination Policy of the University, and Sexual Misconduct Policy of the University

Section 1- Name of Organization: Geography Club at The Ohio State University

Section 2- Purpose: To enrich the undergraduate experience in the Geography department by increasing disciplinary and professional awareness and involvement and strengthening relations between undergraduate students, graduate students, and faculty.

Section 3- Non-Discrimination Policy: Consistent with Ohio State University policies, this organization and its members shall not discriminate against any individual(s) for reasons 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](#).

Section 4- Sexual Misconduct Policy: As a student organization at The Ohio State University, Geography Club at The Ohio State University 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- Voting Membership: Voting membership is limited to all enrolled Ohio State undergraduate students with an interest in geography and GIS. The organization is student initiated, student lead and student run, given the main purpose and objectives of the group are to provide an open forum for undergraduate student discussion about geography.

Section 2- Membership Academic Standing: Voting membership will be limited to all full time undergraduate students who have attended at least 50% of the meetings.

Article III - Organization Leadership: Titles, duties, terms of office

Section 1- Officers and Duties:

A. President: Serve as the main contact for the organization with the department and other university officials. This position is responsible for scheduling meetings, leading meetings and providing leadership for the day-to-day operations of the group. Serve as the head of club relations with the undergraduate student body.

B. Vice President: Compiles critical information discussed at each meeting and imperative instructions for participation in group events and then transfers this to the general membership via email communication. In charge of coordinating outreach efforts both on and off campus.

C. Treasurer: Serves as the chief financial officer of the organization. The position is responsible for handling all monies for the group, including the group's financial account as allowed by university guidelines. The position is responsible for filing all university funding paperwork

D. Secretary: Serves as the main contact between club members and club leadership. This position maintains effective records, email, and administration. Compiles meeting notes and ensures effective organization of meetings.

Section 2- Elections and terms of office:

A. Officers will be elected for a term of 1 academic year (spring to fall semester). Elections will be held by the 14th week of the fall semester. Officers will begin serving their terms the first day of the following fall quarter.

B. Officers will be elected by a simple majority based on the total voting membership during the quarter of election. Voting will be done in conjunction with the group advisor and will occur by written ballot.

C. Special elections will be held when there is a vacant position. The rules of Article II - Section 2 apply.

Section 3- Special Committees: Will be established by the executive board as necessary.

Article IV – Advisor and Advisor Responsibilities

Section 1- Advisor: The group advisor will be a full-time faculty/staff member within the department of geography. The advisor will serve a 2 academic year term

- A. The advisor will be required to sign all necessary university paperwork related to the organization.
- B. The advisor will be updated regularly on issues of general interest brought up by the organization.
- C. The advisor will be required to collect ballots, count these votes, and report results to the voting membership.

Article V – Meetings of the Organization

Section 1- General Meetings: General meetings, open to all members of the organization and prospective members, will be held every other week (except summer term).

Section 2- Committee Meetings: Specific committee meetings may be held at any time throughout the quarter as deemed necessary.

Article VI – Method of Amending Constitution: Proposals, notice, and voting requirements

Section 1- Proposed Amendments: All proposals shall be made in writing and made available in electronic format to the voting membership. The first reading of a proposed amendment will occur at a general meeting. The proposed amendment will also be read at a second meeting.

Section 2- Proposed Amendment Voting: Voting on the proposed amendment will occur electronically through the adviser after two readings of the proposed amendment. In the electronic vote, at least 2/3 of the voting membership will be required for a valid vote on a proposed amendment. A simple majority will be required to accept an amendment.

Article VII- Member Dismissal

Section 1-Removal of members:

If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the other voting membership or a majority vote of the officers.

Section 2-Removal of officers:

If an officer conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization, is delinquent in performing their officer duties, or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the voting membership.

Article VIII – Method of Dissolution of Organization

Section 1- Dissolution Vote: In the event that the organization should be dissolved, 3/4 of the voting membership must vote in favor of dissolution of the group. Voting on a motion of dissolution will occur electronically through the adviser. Such a vote would follow the guidelines set forth in Article II - Section 2.

Section 2- Assets or Debts upon Dissolution: Should any organization assets remain upon dissolution, a vote about how to utilize such funds will occur. A simple majority of the voting membership will be required to allocate such assets. In the event that debts exist for upon dissolution, the treasurer, president, and other officers will work in consultation with the adviser to figure out ways to eliminate any debts.