Constitution of Mycology Club

at

Ohio State University

**Article 1:** Name, Purpose, and Non-Discrimination Policy

**Section 1:** This organization will be known as Mycology Club at Ohio State University, in this document referred to as Mycology Club or the Club.

**Section 2:** The purpose of this organization is to explore relevant aspects of the growing world of Mycology. This includes mushroom cultivation, foraging and

**Section 3:** This organization do 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.

**Article 2:** Membership

**Section 1:** The Club is open to part time and full time undergraduate, graduate and professional students who are currently enrolled at The Ohio State University. Membership is free for these students. Only student members will have voting rights during elections.

**Section 2:** The Club is also open to non-students for a fee of $20 per year. Those who wish to join the club as a non-student must go through an application process and must be approved by a 50 percent vote from student leadership.

**Section 3:** Current Students must make up 90 percent of the total members of the Club.

**Section:**  Members acknowledge and agree to follow all health and safety guidelines set forth by the City of Columbus, State of Ohio and/or the Ohio State University.

**Article 3:** Methods for Removing Members

**Section 1:** All membership statuses will be under the authority of the Executive Committee.

**Section 2:** Members can be subject to dismissal at any point in the year. Members are asked to make an active commitment to the organization by engaging in conversations, voting, etc. Acting unbecoming of a Club member may warrant a review by the Executive Committee with possible grounds for dismissal. These actions might include but are not limited to: engaging in drug use, talking about the cultivation of illegal mushrooms for non-academic purposes, harassment, or engaging in dangerous activities.

**Section 3:** All paying Club members must have their dues paid within the academic year to be considered an active member. Those who have not paid their dues will be removed from the Club.

**Section 5:** Retaliation of any sort against a complainant will not be tolerated and will warrant an immediate review by the Executive Committee and Advisor.

**Section 6:** Members who are being reviewed for dismissal will be notified by acting Advisor, and they will have an opportunity to defend their actions in a hearing with the Executive Committee and the Advisor. After this, Student Leadership will discuss among themselves, and a secret ballot will be conducted.

**Article 4:** Removing Executive Officers

**Section 1:** Any Club member may file an anonymous dismissal proposal to the Advisor and Executive Committee concerning any fellow member. If the proposal is against a member of the Executive Committee, this can be sent directly to the Advisor.

**Section 2:** Retaliation of any sort against a complainant will not be tolerated and will warrant an immediate review by the appropriate member of the Executive Committee and/or Advisor. Those accused will not be able to review their own case.

**Section 3:** Officers who are being reviewed for dismissal will be notified by acting Advisor, and they will have an opportunity to defend their actions in a hearing with the Executive Committee and the Advisor. After this, Student Leadership (excluding the accused) will discuss among themselves, and a secret ballot will be conducted.

**Article 5:** Leadership Titles

**Section 1:** This club will have a President, Vice President, Treasurer, Secretary of Club, and an Advisor.

**Section 2:** Each leadership role, with the exception of the Advisor, will be elected annually by majority votes of current members. Those who cannot attend the meeting of elections will be emailed a ballot. The ballot will be counted by the current President with at least two club members as witnesses.

**Section 3:** The responsibilities of the President will be defined as follows:

* To complete The Ohio State University’s President Training
* To assign dates and conduct meetings
* To communicate with the Advisor and the Executive Committee on Club-related business dealings, forays, and educational events
* To register the Club with The Ohio State University and direct the Club’s response to any approval setbacks
* To represent the wants and needs of Club members

**Section 4:** The responsibilities of the Vice President will be defined as follows:

* To take on the responsibilities outlined in the above section if the President is absent or unable to conduct their responsibilities
* To take on the responsibility of other members of the Executive Committee in the event of their absence or inability to conduct their responsibilities
* To communicate often with all the Executive Committee
* To assist in the planning of Club activities

**Section 5:** The responsibilities of the Treasurer will be defined as follows:

* To complete The Ohio State University’s Treasurer Training
* To keep track of the Club’s finances and make a report to the Executive Committee before or after each meeting
* To develop a budget for the Club
* To keep track of membership dues from non-student members and send receipts
* To work with the Executive Committee on funding acquisition endeavors
* To assist in the planning of Club activities and to report expected costs to the Executive Committee

**Section 6:** The responsibilities of the Secretary will be defined as follows:

* To record minutes of each meeting of the Executive Committee
* To send an email to all members recapping what was discussed during each meeting
* To work with the Executive Committee on social media posts and presence
* To keep track of attendance for each meeting
* To announce election outcomes in the form of an email to all members after the results are finalized
* To assist in the planning of Club activities

**Section 7:** The responsibilities of the Advisor will be defined as follows:

* To complete The Ohio State University’s Advisor Training every other year
* To work with the Executive Committee and support the organization
* To work as a liaison between the Club and the University
* To assist with planning of new programs and events
* To evaluate the program and student conduct when deemed necessary (i.e. **Section 8:** The above members will be defined as the Executive Committee. )

**Article 6:** Election, Voting and Nominations

**Section 1:** Any current member can nominate any student member for a leadership role. These nominations can be given to the President or the Advisor.

**Section 2:** Any nominated member will be given a time interval during the meeting before the election to explain to the Club why they would be a good fit for the leadership role. They may also send one email to each Club member explaining their interest and their intent to run for said leadership position. All emails for this purpose must Cc the Executive Committee and must be respectful and constructive.

**Section 3:** An election meeting will be created each Autumn Semester.

**Section 4:** All members will be required to cast a vote. Paper ballots will be created and distributed at the election meeting. If a member is unable to attend, an electronic ballet will be sent via email by the President. Members must have all votes cast 14 days after the election meeting.

**Section 5:** The President will not take part in traditional voting and will only have voting rights in the case of a tie.

**Section 6:** Leadership positions may be switched or traded among consenting parties and with approval from the President. All necessary training must be conducted prior to the exchange.

**Section 7:** Emergency leadership positions may be filled by current members who are nominated by a current member of the Executive Committee with a 2/3 vote from the Executive Committee until the next club election. Training must begin as soon as possible if needed.

**Article 7:** Amending the Constitution or By-Laws

**Section 1:** All proposed changes to the Constitution or By-Laws will be submitted in writing to the President and Advisor.

**Section 2:** Proposed changes to the Constitution and/or By-Laws will be read aloud during a Club meeting and cannot be voted on until the next meeting. The Executive Committee will need to review and discuss said changes.

**Section 3:** All proposed changes to the Constitution and/or By-Laws will be sent as an email or provided as literature to each member of the Club after the meeting in which it was discussed.

**Section 4:** All student members will get a chance to vote on the proposed change through physical ballots or emailed ballots.

**Section 5:** A 2/3 vote from the Club must be obtained for the proposed change to become a Statute or Law.

**Article 8:** Club Meetings

**Section 1:** The Club will adhere to conducting at least two meetings per year.

**Section 2:** Current Club members will be required to be present for at least one meeting per year.

**Section 3:** The Club 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 Constitution; additional information and resources on assisting disruptive or distressed individuals can be found at:

oaa.osu.edu/assets/files/documents/911handout.pdf

**Article 9:** Club Events

**Section 1:** Members are not required to be in attendance at Club events, but it is strongly encouraged. (Note: this does not include the mandatory club meeting attendance)

**Section 2:** All attending members are to remain respectful and undisruptive at all Club events.

**Section 3:** An event Chairperson will need to be assigned to each Club event in order for the event to take place. A current member may volunteer as the Chairperson to the event. This person is responsible for creating and organizing the event. If the member is not part of the Executive Committee, then they must gain approval from the Club President. If needed, the event will be voted on during a Club meeting.

**Article 10:** Club Dissolution

**Section 1**: Cause for Dissolution: The Mycology Club at Ohio State will be dissolved under any one of the following circumstances:

(A): Three quarters majority, or seventy-five percent plus one, of the general assembly vote to dissolve the Club.

 (B): The Club fails to have a club President who is willing to accept the roles and responsibilities listed in this constitution.

 (C): The membership of the Club becomes too small to sustain the normal functions of a student activity organization.

**Section 2**: Dissolution process: Any member of the Club may motion to dissolve the Club. An emergency meeting will then be called to vote on the dissolution. Dissolution of the club as an organization is then reported to the Ohio State University