

Counselors for Social Justice - The Ohio State University Constitution

ARTICLE I. Official Name of the Organization:

Counselors for Social Justice at The Ohio State University

ARTICLE II. Mission Statement:

Fostering an inclusive community through awareness, support, and activism.

ARTICLE III. Statement of Affiliation:

Counselors for Social Justice at The Ohio State University is a chapter affiliate of the national, parent association Counselors for Social Justice; a division of the American Counseling Association.

ARTICLE IV. Criteria for selecting membership:

All members are required to join the Counselors for Social Justice national association.

- A. Student Members - A student engaged in study in The Ohio State University's Counselor Education Program may be admitted as an active student member upon application and full payment of dues. Student members must remain in good academic standing with The Ohio State University.
- B. Faculty Members - Faculty of The Ohio State University's Counselor Education Program may be admitted as an active faculty member upon application and endorsement by this organization's faculty advisor.
- C. Alumni Members- An alumnus of The Ohio State University's Counselor Education Program who was an active member of CSJ for at least one semester, may be admitted as an alumni member upon graduation from the University. Alumni members may hold status as active members only if they meet requirements and duties of active membership.
- D. Termination of Members- A member may be dropped from membership for any conduct that tends to injure CSJ or to adversely affect its reputation, or that violates principles stated in the ACA's code of ethics, CSJ-OSU's constitution or university policy.
- E. Non-Discriminatory Statement: 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.

ARTICLE V. Criteria for voting membership:

Only active members of CSJ at The Ohio State University qualify as voting members.

ARTICLE VI. Duties and privileges of membership:

- A. Duties: To maintain membership, members must attend at least one chapter meeting per semester and one chapter sponsored event per semester. Announced chapter meetings shall have at least one week's notice. Members must also participate in active correspondence via email, and always represent our chapter positively.

- B. Privileges: All members in good standing shall be eligible to vote and to hold office in CSJ-OSU. They also shall have access to all national member privileges.
- C. Title IX Information: As a student organization at The Ohio State University, CSJOSU 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.
- D. Anti-Hazing Statement: This Chapter considers hazing to be a most destructive and degrading activity, which is inconsistent with the standards of this student organization. Hazing, defined as: Any planned/executed action or activity, by or against an active member, associate member, pledge or potential member or new member of an organization or group that inflicts physical or mental harm, distress, anxiety, or which may demean, degrade, embarrass or disgrace any person, regardless of location, consent or intention is prohibited. Examples of hazing include but are not limited to forced consumption of food, alcohol, drugs or any other substance, forced physical activity, deprivation of food or sleep, and physical acts such as branding or paddling. Students may not imply that a person would be shunned, removed, or not initiated for failing to participate in any form of hazing. Any action or situation that intentionally or unintentionally endangers a student, who is attempting admission into or has affiliation with any student organization, is prohibited. This Chapter recognizes the dignity of every individual and opposes all forms of hazing.

ARTICLE VII. Establishment of officers, duties, and authority:

The officers of CSJ-OSU shall be President, Vice President, Treasurer, Communications and Membership Directors. Elections for President, Vice President, and Treasurer will be held each Spring. Elections for Communications and Membership Directors will be held each Autumn. All officer elections will be treated a crucial matters, and shall be voted upon as outlined in this constitution.

A. President

The President Shall:

- 1) Exert leadership in the achievement of the mission of CSJ-OSU;
- 2) Preside over all chapter meetings and officer meetings;
- 3) Appoint chairpersons of all CSJ-OSU committees, unless otherwise specified in these bylaws or in the motion of establishing the committee;
- 4) Organize events, including educational and advocacy opportunities, and
- 5) Absorb responsibilities of all other officer positions, should they become vacant.

B. Vice President

The Vice President shall:

- 1) Perform the duties of the President in the absence or incapacity of the President;

- 2) Employ strategies for establishing and maintaining community partnerships and correspondence;
- 3) Maintain contact with alumni members;
- 4) Draft and present any official documents of CSJ-OSU;
- 5) Carry out such other duties and responsibilities as may be assigned by the President and the Officers of CSJ-OSU.

C. Treasurer

The Treasurer shall:

- 1) Create and maintain a list of members who have paid their national CSJ dues;
- 2) Keep track of all monetary transactions for CSJ-OSU;
- 3) Implement fundraising strategies and apply for grants and funding;
- 4) Carry out such other duties and responsibilities as may be assigned by the President and the Officers of CSJ-OSU.

D. Communications Director

The Communications Director shall:

- 1) Maintain and update all social media accounts - Instagram, Facebook, Twitter, Official Website;
- 2) Maintain and update the Google calendar of events and meetings;
- 3) Carry out such other duties and responsibilities as may be assigned by the President and the Officers of CSJ-OSU.
- 4) Collaborate with program leaders to disperse marketing materials in a timely fashion

E. Secretary

The Secretary shall:

- 1) Keep record of all active members and their attendance at events as outlined in this constitution;
- 2) Develop and employ strategies for recruiting new members and maintain record;
- 3) Maintain online communication between CSJ-OSU officers and members via email;
- 4) Survey voting members, keep record, and report general intentions in non-crucial matters.
- 5) Keep record of the attendance and proceedings of all chapter meetings and officer meetings;
- 6) Manage organization projects including tracking action items for next meeting

F. Action Team Co-Chairs/Chair

The Action Team Chair shall:

1. Assist in coordinating and facilitating programming, social justice advocacy, and initiatives
2. Ensure CSJ-OSU remains informed on current events in social justice issues
3. Lead the team of volunteers for CSJ-OSU events and engagement opportunities
4. Connect the organization to community resources and organizations
5. Collaborate with president, vice president, and other E-Board members on activity planning
6. Document and keep record of all CSJ-OSU programming, service hours, and initiatives

ARTICLE VIII. Procedures for selection and removal of officers:

A. Selection:

All officers must be current, regularly enrolled students in good standing at The Ohio State University. Elections for office positions will be held annually, and will require a majority vote for appointment to an office.

B. Removal:

Officers shall be removed from office upon violation of active membership requirements, or failure to perform required duties as outlined in this constitution. Duties will be reviewed by executive board and majority vote will be made to remove officer.

ARTICLE IX. Frequency of meetings and programming:

A. Executive board chapter meetings will be held at least 3 times during summer of the upcoming academic year. Additional meetings may be arranged upon organizational need.

B. Executive board will hold at least one meeting per event held.

C. Action Team will meet at least once per event scheduled with CSJ-OSU President or lead coordinator of a program.

D. Active members are invited to attend all officer meetings.

E. General body meetings will be held at least twice a semester.

F. CSJ-OSU shall host at least one social justice event per semester

ARTICLE X. Dues of Organization:

All members of the Counselors for Social Justice at The Ohio State University will join the Counselors for Social Justice national organization with portion of those dues being allocated to the student chapter. Dues will be collected by the Treasurer upon approval of application.

ARTICLE XI. Procedures for decision making:

Any member may present a proposal at any time. Officers of CSJ-OSU shall review this proposal and differentiate resolution between a crucial or non-crucial matter.

A. Crucial Matters - A minimum of 40% of active member votes must be cast in any crucial matter voting procedure during an announced chapter meeting. A crucial matter shall be ruled in favor of the simple majority.

B. Non-Crucial Matters - Non-crucial proposals will be communicated with all voting members one week prior to vote. During this week, the Secretary shall provide the capability for each member to express their voting intention. The final vote will be taken in an officer meeting. For proposal approval, all officer votes must be cast, as well as an additional vote representing the majority intention of the voting chapter members.

Upon matter resolution, the verdict will be communicated with voting members immediately.

Voting members shall be given 48 hours to contest said verdict.

a. In the event of a contention, the matter will be deemed a crucial matter, and will be voted upon at the next announced chapter meeting.

- b. In the event of a tie at the aforementioned officer meeting, the matter will be deemed a crucial matter, and will be voted upon at the next announced chapter meeting.

ARTICLE XII. Establishment of committees:

- A. Committees will form based on the needs of CSJ-OSU;
- B. Membership will be determined by volunteer or presidential appointment.

ARTICLE XIII. Provision for selection and replacement of faculty/staff advisor:

Shall follow the aforementioned decision-making process for crucial matters.

ARTICLE XIV. Provision for dispersal for organization assets, should the organization become defunct:

All moneys and assets shall be returned to the parent national association, Counselors for Social Justice.

ARTICLE XV. Process to consider/ approve amendments to constitution and/or add bylaws and additional rules:

An amendment may be proposed at any officer meeting or may be proposed in writing to the officers of the organization. Allocation of meetings time for discussion shall be provided and the proposal will be voted upon by present members to either ratify or reject the proposal.

ARTICLE XVI. Statement of ratification for this document:

This document has been ratified by 2/3rd of the membership of Counselors for Social Justice at The Ohio State University on August 9th, 2022.