

Constitution

Article I. Name, Purpose, and Non-Discrimination Policy of the Organization.

Section 1: Happy Hearts Club at The Ohio State University

Section 2 - Our purpose is to match Ohio State Students with children with special healthcare needs, primarily autism, developmental disabilities, and downs syndrome. We aim to grow friendships between children and students and allow for more social opportunities for children with special healthcare needs..

Section 3 - The Ohio State University is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law. Ohio State 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, Happy Hearts Club 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.

Non-discrimination 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 II - Membership: Qualifications and categories of membership.

- a. The organization's voting membership should be limited to currently enrolled Ohio State students. Others nonstudent members, such as faculty, alumni, professionals, etc., may become members, but only as nonvoting associate or honorary members.
- b. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

Article III – Methods for Removing Members and Executive Officers

- 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.
- 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.
- 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), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.

Article IV - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders. Primary

Leader (President): One full year term elected by all members of the club. Duties include organizing meetings, facilitating training, overseeing and matching college students with their younger peers, etc.

Secondary Leader (Vice President): One full year terms elected by all members of the club. Duties including recruiting college students and children/families in the Columbus area, helping to facilitate training, etc.

Treasurer: One full year terms elected by all members of the club. Duties include keeping track of membership dues, outside payments of materials, applying for grants, etc.

Secretary: One full year terms elected by all members of the club. Duties include running club email and social media accounts, communicating with members and advisors.

Advisor: Tenured term. Duties include overseeing all members of the club.

Article V - Election / Selection of Organization Leadership

Club officers will be elected in a blind democratic voting format. Officers must be in good standing with the club, as well as the university. Applications can be submitted to current president at the end of the spring semester if members choose to participate as candidates.

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

The Executive Committee (like a board of trustees or directors) represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. Officer positions and club advisor will be on a conduct committee, if needed.

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

These committees serve the organization leadership, the Executive Committee, and general membership. Standing committees are permanent and designed to carry out the basic functions of the organization. Chairpersons of these committees are appointed by the organization leadership.

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

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. Responsibilities and expectations of advisors are clearly and adequately described.

Article IX – Meetings and events of the Organization: Required meetings and their frequency. Three general meetings and attendance at all or 50% of events hosted are required for membership each academic term except for summer.

Article X – Attendees of Events of the Organization: Required events and their frequency.

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. 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

Upon the official dissolution of the organization, Student Activities staff will be contacted to remove organization information from website. Any debts or assets will result in the charge of all active members prior to the dissolution.

By-Laws

Article I – Parliamentary Authority

The rules contained in parliamentary practice shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

Article II- Membership

Membership is open to the undergraduate population of The Ohio State University. No fees are required. Students interested in the organization must contact the current president or secretary of the club.

Article III- Election / Appointment of Government Leadership

Elections will be held at the beginning of May annually. Members wishing to become elected for officer positions can express their interest to the current president by the end of April. Voting will occur on a specified date of that year.

Article IV- Executive Committee Executive committee will oversee the club and perform its previously outlined duties.

Article V - Advisor/Advisory Board Responsibilities

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. Responsibilities and expectations of advisors are clearly and adequately described. Tenured term. Duties include overseeing all members of the club.

Article VI - Meeting Requirements

Active members must attend meetings in specified format and areas for each specific meeting. Typical meeting spaces include Zoom, The Ohio Union, Thompson Library, and 18th Avenue Library.

Article VII - Method of Amending By-Laws

By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at the next general meeting with a 2/3 majority vote of the membership present (a quorum being present).

