**Graduate Society of Nutritional Sciences’ Constitution**

**Article I – Organization Name and Purpose**

***Section I.1***: The Graduate Society of Nutritional Sciences

***Section I.2***: The purposes of our organization are to (1) promote professionalism, philanthropy and unity among graduate students in the department of nutrition, (2) provide graduate students with the opportunity to present original research in scheduled research forums, (3) foster nutrition and health awareness by sponsoring and participating in events that increase the group’s visibility, and (4) provide support and development for current and future graduate teaching associates.

***Section I.3***: This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, HIV/AID status, veteran/military status or any other bases under the law, in its activities, programs, or admission.

***Section I.4:*** This constitution will be sent to all prospective and active GSNS members upon commencement of the new academic year.

**Article II - Voting**

Voting members are limited to currently enrolled Ohio State graduate students. This organization is student initiated, student run and student led.

**Article III- Membership**

Both (1) and (2) must be satisfied for active membership status in GSNS:

1. Graduate student in good standing as defined by that student’s advisor or the graduate school, AND
2. Participation in:
   1. 75% of GSNS general meetings OR
   2. 75% of GSNS events (professional, community service, and social) OR
   3. 50% of GSNS general meetings AND events (professional, community service, and social)

**Article IV – Elections and Executive Committee Officers**

***Section IV.1:*** ***Elections and Eligibility***

A person is eligible to hold any GSNS position, elected or appointed, if and only if that person meets the qualifications for graduate student status in good standing as defined by either that person’s advisor or the graduate school *and* is an active GSNS member (see Article III). Executive committee elections (for the upcoming school year) will be held at the conclusion of every spring semester following nominations by active GSNS members. If an Executive Committee Officer position goes unfilled during spring elections, that position will then be available for voting during fall elections, with requirements for Executive Committee Officer remaining the same as stated above . Only nominated members will be considered for Executive Committee Officer positions. No limit will be placed on the number of terms served at the executive level. Any active member can be nominated/elected for an Executive Committee Officer position, however past involvement and leadership experience in GSNS is highly encouraged of all wishing to run for an Executive Committee Officer position, including having held a Standing Committee (Co-)Chairpersonship in order to gain the necessary experience to best serve the GSNS community.

***Section IV.2: President***

*IV.2.A.* The President will preside over all GSNS meetings and will be responsible for implementing all decisions of GSNS.

*IV.2.B.* The President selects the time and place of all regular and special meetings of GSNS. The President will inform members in writing of the time, date, and location chosen for each regular meeting.

*IV.2.C.* The President has the primary responsibility for ensuring compliance with GSNS, University, and personnel policies.

*IV.2.D.* The President shall fulfill other duties as directed by GSNS and the Executive Committee.

***Section IV.3: Vice President***

*IV.3.A*. In absence of the President, the Vice President will serve in the President’s place, presiding over monthly GSNS meetings.

*IV.3.B.* The Vice President is responsible for ensuring that GSNS committee and member records are properly maintained.

*IV.3.C.* The Vice President will be responsible for ensuring that all Executive Committee positions for the subsequent year are filled no later than one month prior to the end of the current year.

*IV.3.D.* The Vice President shall fulfill other duties as directed by GSNS, the Executive Committee, and the President.

***Section IV.4: Secretary***

*IVI.4.A.* The Secretary is responsible for keeping the minutes of the meetings of GSNS and the meetings of the Executive Committee, for maintaining records, and for conducting correspondence.

*IV.4.B.* The Secretary is responsible for maintaining attendance and service/community participation records.

*IV.4.C.* In absence of the President and Vice President, the Secretary will preside over the GSNS meetings.

*IV.4.D.* The Secretary shall fulfill other duties as directed by GSNS and the Executive Committee.

***Section IV.5: Treasurer***

*IV.5.A.* The Treasurer handles all the finances of GSNS and keeps accurate records of its financial status at all times.

*IV.5.B.* In the absence of the President, Vice President, and Secretary, the Treasurer presides over the meetings of GSNS.

*IV.5.C*. The Treasurer shall fulfill other duties as directed by GSNS and the Executive Committee.

**Article V - Standing Committees**

***SectionV.1: Election Procedures and Eligibility for Standing Committees***

In addition to the Executive Positions, Standing Committees will be formed yearly to maintain the vital functions of the organization, and promote the GSNS mission. Elections for Standing Committees will happen during the spring semester, in parallel with Executive Committee Officer positions, for the following academic school year. As with Executive Committee Officers, a person is eligible to run for a Standing Committee chair/co-chair during spring semester if and only if that person meets the qualifications for graduate student status in good standing as defined by either that person’s advisor or the graduate school *and* is an active GSNS member (see Article III). In the event that spring elections do not fill all available Standing Committee chair/co-chair positions, any remaining chair/co-chair position will then be voted upon in the fall at the beginning of the new academic year. During fall elections, a person does not need to have been an active GSNS member - as defined in Article III - the previous academic year to run for a Standing Committee chair/co-chair. Note: GSNS membership and graduate student standing requirements still apply to Executive Committee Officer Positions open during fall elections (see: Article IV).

***Section V.2: GSNS Standing Committees***

The following committees require at least a chairperson and are not limited from having a co-chair position:

* Russell Klein Committee
* Professional Development
* Service/Community Outreach
* Fundraising
* Social Events (Previously Journal Club, Social, and National Nutrition Month)
* Communications

***Section V.3*: The Russell Klein Symposium Committee:** Requires a chair and four co-chairs. The chairperson will serve a one-year term with the expectation that one of the co-chairs will step into the chair role the following year. The chairs responsibilities include leading the planning efforts, budgeting for the Symposium, establishing deadlines, and making all final decisions. The chair is responsible for dividing tasks and communicating these tasks to the co-chairs in a timely and professional manner.

*V.3.A*.The co-chairs are divided as follows: Event Planning Co-chair, Fundraising Co-chair, Communications Co-chair, and Academic Co-chair.

* Event Planning: Includes but not limited to – venue, pre-symposium dinner, catering, supplies, and coordinating speakers/hosts
* Fundraising: Includes but not limited to – grant applications for funding, internal and external sponsorship requests, acquiring and paying all invoices,
* Communications: Includes but not limited to – promotional materials, registration, guest list and sign-in, and attendee feedback.
* Academic: Includes but not limited to – student oral presentation competition, abstract/poster submission and booklet, and RKS awards.

The individuals accepting the co-chair positions recognize that they will become chair of the Russell Klein Symposium the subsequent year and will be trained by the chair of the current year.

*V.3.B.* The role of the Russell Klein Committee is to carry on the legacy of the late Russell Klein. This is achieved through a year long standing committee that shall be composed of a chair, co-chair and additional members. Roles of the Russell Klein Committee include, but are not limited to, recruiting key note speakers, recruiting sponsors, fundraising, organizing poster sessions, designing and organizing abstract booklets, and securing venue, food and drink.

***Section V.4***. A standing subcommittee within the Russell Klein Committee is the Russell Klein Award Committee, which will serve to choose a Master’s and PhD student that best exemplifies the qualities and characteristics of the late Russell Klein.

*V.4.A.* The committee will be comprised of at least four members: (1) a member of the Klein family (2) professional staff who worked with Russ and who works within the nutrition department that can provide impartial, scholarly input (3) faculty representatives who do not have students competing for the award (4) at least two or three student representatives:

* Student representative #1: a term of two years, to impart consistency to the applicant selection process. This student will be responsible for recruiting the chair-elect to serve as the committee chair the following year, professional staff, faculty members, and additional student representatives (when necessary). Other responsibilities will include planning committee meetings, collecting student applications.
* Student representative #2: MS and/or PhD student(s) who won the award the previous year.
* Additional Student representative: Student representative(s) from GSNS as needed depending on the number of applications received. Try to maintain a ratio of 1:4, committee member to application number. Additional students can be those who know in advance that they will not be applying for the award.

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

***Section VI.1***: GSNS has the authority to remove an Executive Officer only through the following procedure.

*VI.1.A.* Any member may propose the removal of an officer with at least 25% support from current and active GSNS members. These members will present the issue to at least one officer or the advisor. The officer or adviser should make clear to the said officer what they are doing wrong. If after this confrontation, the officer continues to fail to meet expectations, the proposal will be presented at the next meeting and a ballot vote will be taken. Two-thirds of the total group of voting members must agree on the removal for the impeachment of any officer.

VI.1.B. 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.

IVI.1.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), {00312468-1} the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

**Article VII - Advisor**

***Section VII.1***: Our current advisor, Dr. Ouliana Ziouzenkova , is in charge of overseeing our organization’s events and assisting us in contacting faculty and staff in the Human Nutrition department.

**Article VIII - Meetings of GSNS**

General meetings will be held once per month and all members are **expected** to attend. If extenuating circumstances exist that prevent a member from attending a monthly meeting, all efforts must be made by said member to inform the Executive Committee of their absence in a timely manner. It is expected that advance warning will be given for all absences unless it is an emergency. We recognize all members are extremely busy with graduate studies, research endeavors, extracurricular activities, etc., yet involvement and privileges thereof being in this student organization are contingent upon active membership in order to maintain the integrity of the goals of GSNS.

In the event that a scheduling conflict exists whereby a member is unable to regularly attend GSNS meetings due to required class attendance, said member will meet with the Executive Committee in person to decide on how best to handle the situation. In this event, provided the member gives advance notice of expected absences, concessions can be made at the discretion of the Executive Committee to grant a waiver of absence, with necessary stipulations, which will be counted as attendance in the official record books.

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

Amendments to the constitution will be written up and read aloud at the following general meeting. Amendments to the constitution, after having been read aloud once, will be voted on once presented at a second meeting. A three-fourths majority vote (of the members present) will be required for amendments to be carried out.

**Article X - Method of Dissolution of GSNS**

Should any organization assets and debt exist upon dissolution of the organization the following steps will be taken:

1. We will ask the department for funding, as they have been generous in this regard in the past.
2. We will have fundraisers (as we have done in the past) such as clothes collections for used clothing stores, bake sales, car washes, etc.
3. We will ask for donations from other health and wellness-related groups.