

Age-Friendly Service Association Constitution and Bylaws

Article I – Name, Purpose, and Non-Discrimination and Sexual Misconduct Policies of the Organization.

Section 1 – Name:

Age-Friendly Service Association (AFSA)

Section 2 – Purpose:

Creating an intergenerational bridge between college students and the older population in Columbus to reform stigma around aging. We work towards making the community a more friendly place for all ages through education, volunteering, and fundraising.

Section 3 – Non-Discrimination Policy:

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.

Section 4 – Sexual Misconduct Policy:

As a student organization at The Ohio State University, ASFA 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.

Voting members of this student organization is limited to current Ohio State students. Community and other non-student members will not be able to vote. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee. All members, either Ohio State students, community or other non-student members are able to contribute to discussions around planning towards the future progression of the organization to ensure everyone's voice is heard.

Article III – Organization Leadership: Titles, Terms of Office, Type of Selection, and Duties of the Leaders.

Section 1 – Terms of Office:

Organizational leaders represent the Executive Committee and general membership. They are elected or appointed from the ranks of the organization's voting membership. The

leadership positions that are appointed at the end of Spring semester of each academic year are entitled to one full year or leadership responsibility unless outside intervention is needed.

Section 2 – Titles and Duties of Leaders:

President: This position is responsible for the oversight of the entire student organization, executive board, and collaborations. The President initiates and maintains the organization of the general body meetings and other events held throughout the year. Finally, this role serves as the organization's spokesperson while regularly checking and responding to the general AFSA email address.

Vice President: This position is responsible for overseeing the tasks and deadlines for the executive board members and for collaborating with other relevant student organizations. They also create and organize meetings along with the President.

Treasurer: This position is in charge of all financial aspects of ASFA including but not limited to: donations to the organization, event expenses, general assembly expenses, fundraisers, and marketing expenses. The Treasurer will be the main point of contact for financial questions and membership dues.

Advisor: This person must be a member of the University faculty or Administrative & Professional staff. Responsibilities of the advisor is to be "on call" as needed for the student organization as needed, as well as in attendance to the organization's main events. Other expectations of the student organization's advisor are as follows:

- Available for meeting with the Executive Board on an "as needed" basis
- Completes all appropriate approvals or paperwork for the student organization
- Able to commit to the student organization's major events, as well as student organization's general meetings as needed.

Article IV – Method of Selecting Officers.

Potential officer candidates will annually declare interest in obtaining a leadership position in the Autumn semester by first attending an executive board seminar to learn about what each position entails. Then candidates will complete a presentation during a general body meeting. Then all eligible voting members will vote for who they think will fit the role best. The person with the most votes will gain that position. If there is a tie, then a revote will be held. If there is a second tie, the two students will share the position and duties. Eligibility criteria is based off the Ohio State Student Organization standards that at least a 2.50 GPA must be held, and each officer must be enrolled as a full-time student at The Ohio State University.

Article V – Methods for Removing Members and Executive Officers.

Section 1 – Removal of General Body Member:

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 will first talk with the executive officers and advisor. If there continues to be behavior that is unreasonable of AFSA, the student will be removed from the organization.

Section 2 – Removal of Executive Officers:

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 (ex: not attending meetings or missing deadlines), 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 officer will then have a meeting with the executive board and advisor to discuss remediation. If there is a second instance of misbehavior, they will be stripped of their leadership position. If the act is deemed severe enough by the advisor and executive board, the officer will be removed from the organization all together. In the event that unruly behavior continues, the member will be removed from the organization entirely.

Article VI – 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 but reviewed annually.

Article XII – Method of Dissolution of Organization

Requirements and procedures for dissolution of the student organization should be stated. Should any organization's assets and debts exist, appropriate means for disposing of these assets and debts should be specified clearly and unequivocally. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.