

Constitution of The Welding Engineering Distance Student Network Collaboration

Article 1 – Name, Purpose and Non-Discrimination Policy of the Organization:

Section 1- Name:

Welding Engineering Distance Student Network Collaboration

Section 2 – Purpose:

The Welding Engineering ‘Distance Student Network’ Collaboration Organization aims to connect the hundreds of online distance students currently pursuing their Welding Engineering degrees at The Ohio State University. This organization encourages increased collaboration and communication amongst the Welding Engineering distance students through mentorship opportunities, professional development and engagement with on-campus Ohio State University Welding Engineering students. The Welding Engineering ‘Distance Student Network’ Collaboration Organization supports the further development of the Welding Engineering profession by encouraging student participation and engagement within the industry, while providing a network in which online distance students can connect, share experiences and support all members of The Ohio State University Welding Engineering community. Through the completion of scheduled virtual and in-person volunteer activities, the Welding Engineering distance students can connect with other students in the organization and further promote community engagement through multiple geographical areas. By scheduling geographical and regional meetings, with virtual ‘call-in opportunities’, the Welding Engineering distance students at The Ohio State University can connect, share network connections and experiences and mentor other students in their regions through community outreach and support. Furthermore, this organization will provide a collaborative organization in which current Ohio State University students interested in the Welding Engineering program can speak with current students, ask questions and gain insight into the program. Through completion of regional outreach programs and incentives, specific to Welding Engineering, current Ohio State University Welding Engineering students can share their passion and positive prospective of the program.

Section 3 – 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:

‘Voting members’ shall be defined as the officers of the organization. Voting membership is limited to currently enrolled Ohio State University students only. Non-voting members are defined as ‘general members’ and shall encompass the remaining membership categories of faculty, advisers, professionals, Ohio State University affiliates and non-Ohio State University students. This organization will be organized and run by Ohio State University students, lead and initiated by Ohio State University students.

Article III – Methods For Removing Members and Executive Officers:

III.a. If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the Ohio State University Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, with the consultation of the advisor.

III.b. Any elected officer of the chapter may be removed for sufficient cause. Sufficient cause for removal includes, but is not limited to: violation of the constitution or by-laws or any conduct deemed prejudicial to the best interests of the chapter. Prior to a vote on the matter of removal of an elected officer, the chapter Executive Committee shall hold a formal hearing. The officer shall have the opportunity to personally appear at the formal hearing or to be represented by counsel. The officer may present any defense to the charges before any action is taken. The chapter Executive Committee shall adopt rules to ensure due process to the officer. The Executive Committee may act for removal upon a two thirds affirmative vote of the executive board.

Article IV - Organization Leadership: Titles, Terms of Office, Type of Selection, and Duties of the Leaders:

Organizational leaders represent the general membership body and are appointed by the organization adviser, per recommendation. The organization leadership body shall consist of the following positions, each serving for (1) calendar year. Individuals currently serving in one of the identified positions can seek reappointment for the same, or other, position as appropriate. Appointment requests shall be reviewed by the academic adviser in December, with results of the appointments announced in January of the proceeding year.

Officer positions shall include:

President:

- Supervise and promote the wellbeing and organizational affairs of the organization general membership
- Preside and organize all organization / student chapter meetings
- Organize officer meetings and general membership activities, as required
- Notify all organization members of upcoming events no less that (2) weeks before the scheduled activity
- Maintain records, communications and documentation of his / her office and ensure transition is completed to the successor
- Appoint and delegate duties as required
- Complete yearly student organization training, as required by The Ohio State University
- Serve as the primary contact for Engineers' Council correspondence and Ohio State University leadership liaison
- Ensure information provided by Ohio State University leadership and the Engineers' Council, is presented to the organization board and general membership

Vice President:

- Assume the duties of the President during his / her absence

- Maintain records, communications and documentation of his / her office and ensure transition is completed to the successor
- Ensure attendance and required documentation is completed during general membership meetings
- At the direction of the President, assume responsibility for organization and leadership of chapter activities
- Serve as the secondary contact for the Engineers' Council correspondence and Ohio State University leadership liaison
- Ensure information provided by Ohio State University leadership and the Engineers' Council, is presented to the organization board and general membership

Treasurer:

- Responsible for collecting, dispersing and maintaining student chapter funds
- Monitor and maintain all student chapter financial records and ensure proper transfer of documentation to future successor
- Present current financial status and records during student chapter officer meetings
- Submit all deposits in a timely manner
- Complete yearly student organization training, as required by The Ohio State University
- Assume the role of a student chapter representative during Engineers' Council meetings during President and Vice Present absence
- Ensure information provided by Ohio State University leadership and the Engineers' Council, is presented to the organization board and general membership

Event Leads:

- Event leads shall assume individual responsibility for organizing various general membership events throughout the academic year
- Reports, attendance and status updates shall be provided to student chapter organization leadership

Additional Student Chapter Officer Positions can be created at any time, with discretion and approval obtained from the current President, Vice President, Treasurer and student organization adviser.

Article V - Adviser(s) - Qualification Criteria:

Advisers of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an adviser who is not a member of the above classifications, a co-adviser must be chosen who is a member of these University classifications. The organization adviser shall be responsible for:

- Appointing officers for the previously documented leadership positions
- Providing expert knowledge and support for organization activity event organization and goal setting
- Assist with organization recruitment and support the organization student body throughout the recruitment process

- Attend regularly scheduled meetings, availability depending
- Review and approval organizational goals and affirm organization officers
- Complete bi-yearly student organization training, as required by The Ohio State University

Article VI – Meetings of the Organization: Required Meetings and Frequency:

Meetings shall be held a minimum of once per calendar quarter for a total of (3) yearly meetings. Additional meetings and events shall be scheduled at the recommendation of the organization adviser and student chapter leadership. A minimum attendance at (1) yearly event is required to maintain membership status throughout the calendar year.

Article VII – Method of Amending Constitution: Proposals, Notice, and Voting Requirements:

Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be 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

Proposed amendments to the student chapter organization constitution shall be submitted in writing. The proposed amendments shall be read in (3) subsequent and sequential general membership meetings, with discussion notices electronically distributed to all general members. The student chapter officers shall consider all feedback from the general membership meeting. The student chapter officers shall vote on the proposed constitutional amendment, with a minimum of (2/3) student chapter officer agreement, along with concurrence from the student organization adviser, required for implementation. All officers must be present during the voting process.

Article VIII – Method of Dissolution of Organization:

Should the student organization dissolve, student chapter assets and property shall become property of the Welding Engineering Program, within the Department of Materials Science and Engineering. The Welding Engineering program shall inherit all remaining funds left in the treasury and assume any student chapter organization debt.