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**Club Yu-Gi-Ohio**

**Constitution**

**Article 1:**

1. Official Club Name:
	1. Club Yu-Gi-Ohio;
2. Purpose:
	1. The purpose of Club Yu-Gi-Ohio is to provide a community for students who are interested in playing Yu-Gi-Oh trading card game on either a casual or competitive level. We are aiming to encourage competitive, casual, or new players to join the club in order to share expressed interest in a mutual hobby. We also want to provide an environment in which members of the club can meet new people and build new friendships,
	2. The plan will be to meet in a designated space at least once a week to facilitate casual play, trading, competitive practice, or just a place to convene with friends and new people. Regional tournaments are often hosted at the Greater Columbus Convention Center, so we will encourage members to participate in these tournaments,
	3. Our budget will be primarily allocated towards paying member entry fees to the aforementioned tournaments, as well as to host events for our members,
	4. We represent The Ohio State University in the Yu-Gi-Oh! Intercollegiate Tournament League;
3. Policies:
	1. 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.
	2. Sexual Misconduct Policy: As a student organization at The Ohio State University, Yu-Gi-Ohio 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. We will at all times abide by and promote Ohio State’s policy of encouraging diversity in order for students to better understand and become accustomed with others who represent other cultures, races, age, sexual orientation, gender, religions, citizens with veteran status, and any other status previously mentioned;

**Article 2:**

1. Membership:
	1. Qualifications and categories of membership state that only currently enrolled members at The Ohio State University, who are active members of Yu-Gi-Ohio, may participate in the election process. Other members who are non-students such as, faculty, alumni, professionals are allowed to be members, but they cannot vote in elections and are considered to be *honorary members.*
	2. Students are considered to be members if they sign up to join the organization, participate in at least one extracurricular club event and must attend at least one club meeting to be considered an active member.
	3. Students will be given the opportunity to participate in social events and interact with other people who share a common interest. Members will also be given the opportunity to attend events through sponsorship of the club.
	4. Honorary members may attend meetings, but the organization will not fund the honorary members in social events and the honorary members will have to provide for themselves. 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 3:**

1. 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.
2. Any elected officer of the chapter may be removed from their position for cause.
3. Cause for removal includes, but is not limited to:
	1. violation of the constitution or bylaws,
	2. failure to perform duties,
	3. or any behavior that is detrimental to advancing the purpose of this organization, including:
		1. violations of the Student Code of Conduct,
		2. university policy,
		3. or federal, state, or local laws.
4. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor. The committee will be required to deliberate for at least one week before announcing a decision.
5. 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 4:**

1. The Executive Committee will be comprised of the organization's leaders:
	1. President,
	2. Vice President,
	3. Treasurer,
	4. Secretary,
	5. Apparel/Marketing Coordinator,
	6. and the club advisor.
2. Executive Positions:
	1. President: Appointed leadership status. One-semester term, unlimited terms. Duties involve:
		1. promotion of club,
		2. creating ideas,
		3. networking,
		4. organizing events,
		5. and deciding meeting times.
	2. Vice President: Appointed leadership status. One-semester term, unlimited terms. Duties involve:
		1. collaborating on ideas,
		2. assisting President,
		3. and assisting new incoming club members.
	3. Treasurer: Appointed status. One-semester term, unlimited terms. Duties involve:
		1. Overseeing budget of organization,
		2. financing club,
		3. and handling any and all money used for events and purchasing of materials.
	4. Secretary: Appointed status. One-semester term, unlimited terms. Duties involve:
		1. Managing tournaments,
		2. keeping records,
		3. recording scores in point systems,
		4. filing paperwork,
		5. and recording club ideas/proposals.
	5. Advisor: Appointed status. Length of term is decided by the committee and leaders. Duties involve:
		1. supervision over club events and meetings.
	6. Apparel/Marketing Coordinator: Appointed status. One-semester term, unlimited terms. Duties involve:
		1. designing logos,
		2. designing playmats,
		3. ordering apparel,
		4. and managing advertisement of the club, namely at student activities fairs.

**Article 5:**

1. The advisor must be a full-time member of the University faculty or Administrative & Professional staff.
2. If the advisor doesn’t meet these qualifications, a co-advisor must be recruited who meets these specifications. The duty of the advisor will primarily consist of overseeing decisions made by the members and leaders of the organization. The advisor should also oversee budget and financial plans.
3. Lastly, the advisor should be notified of any sort of accredited affiliation made with any other student or outside organization.

**Article 6:**

1. Meetings and events of the Organization:
	1. Meetings will be held once a week, at a location that will be predetermined. The location and time of which will be decided by the Executive Committee and they will inform the general body about the meeting.
	2. Members will be encouraged to attend at least one weekly meeting and one extracurricular social event sponsored by the organization.

**Article 7:**

1. Required events and their frequency:
	1. 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 8:**

1. Method of Amending Constitution:
	1. Proposals,
	2. Notices,
	3. and voting requirements.
2. 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 the next general meeting in which the votes will be taken, and should either require a two-third majority of voting members or two-thirds of the entire voting membership of the organization, present or not.

**Article 9:**

1. The requirements for dissolution of the student organization will consist of every leader

and chairperson retiring positions under the authorization of the advisor and President. Any

assets and debts that are remaining will be settled by the Executives of the organization. Debts

will be paid and assets will be distributed evenly among the committee. Upon the dissolution of

the organization, Student Activities staff will be contacted to remove organization information

from the website.

**By-Laws:**

**Article 1:**

 Parliamentary Authority

1. The rules contained in Robert’s Rule of Order shall be used in governing decisions concerning cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

**Article 2:**

Membership

1. A qualifying person, someone who is currently attending Ohio State and is in good academic standing, may become a member by formally signing up to join and attending one general meeting and one social event put on by the organization.
2. Members will be required to pay dues and may have their membership rescinded if they fail to adhere to the organization’s constitution or do not meet the membership requirements.

**Article 3:**

Appointment of Leadership

1. Current leaders will complete their term or submit their resignation. Members must be involved in the organization for as little as one semester to be eligible for being elected to a leadership position. Also, members should have a good reputation among peers and leaders. Current leaders will announce the time and location of the election at least three weeks before the election takes place.
2. If a leader decides to resign early, that leader will recommend a successor to their position and an emergency election would take place. If an impeachment of a leader is to be made, the members and other leaders will create a petition which must be signed by at least 75% of the active membership body and a majority vote of the executive board.

**Article 4:**

Executive Committee

1. Advisor:
	1. The advisor will oversee executive decisions made by the organization, the organization’s budget, and any sort of affiliation made with another organization or outside party.
2. President:
	1. The president will be responsible for promoting the club around the university.
	2. The President should also encourage members to join the club.
	3. In addition, the President should innovate new ideas for the club and be primarily responsible for contacting other organizations and affiliations in order to attend larger events, such as a regional tournament.
	4. Finally, the president should oversee the other leaders in their decisions and ensure that the organization upholds a reputation of good conduct.
3. Vice President:
	1. The Vice President should assist the President and share the same duties. The Vice President will also hold the President’s position in his absence or leave.
4. Secretary:
	1. The member appointed as Secretary will be responsible for scheduling meeting dates and times,
	2. as well as being in charge of notifying members of meeting time changes due to extenuating circumstances or holidays.
	3. The secretary will also be responsible for taking care of logistical matters during events, such as:
		1. signing members up for tournaments,
		2. printing out deck lists,
		3. etc.
5. Treasurer:
	1. Duties will include keeping records of all the organization’s finances.
	2. The treasurer will also be held responsible for maintaining a budget and keeping track of balances owed to appropriate affiliates.
6. Apparel/Marketing Coordinator:
	1. Duties include:
		1. designing club logos,
		2. playmats,
		3. general apparel.
	2. Also, this executive member will be responsible for managing advertisement of the club, namely at student organization fairs.

**Article 5:**

Standing Committees

1. There are no current standing committees and will only be formed if necessary.

**Article 6:**

Advisor Responsibilities

1. The advisor will be required to maintain good contact with the Executive Committee and help the committee with any decisions that would require input from outside of the general body of the organization. The advisor should oversee executive decisions, the organization’s budget and be informed of any new affiliations with the organization.

**Article 7:**

Meeting Requirements

1. Meetings may only take place in an area that offers privacy in the case of the need to vote on anything regarding the organization. Meetings will also be required to take place in rooms that are able to hold all active members.

**Article 8:**

Method of Amending By-Laws

1. Any proposed amendment6s should be presented to the organization in writing and should not be acted upon when initially introduced.
2. Upon initial introduction, the proposed amendments should be proposed in writing and read in the general meeting, then read again at the next general meeting in which the votes will be taken, and should either require a two-third majority of voting members or two-thirds of the entire voting membership of the organization, present or not.

**Article 9:**

Amendments

1. Date of Amendments:
	1. November. 30th, 2018, Main Document, Article 4:
		1. The executive board expanded by adding two positions: Secretary and Apparel/Marketing Coordinator.
	2. Main Document, Article 5:
		1. Midterm elections may be conducted based on the jurisdiction of the executive board under the condition that the duty load is too much for the current executive board based on the size of the club. All members of the current executive board must agree on this decision to conduct such an election.
	3. Main Document, Article 2:
		1. In order to qualify as a full member to access all of the club benefits and events, a due fee of five U.S. dollars will be required in order to support club operation in such events. Members can join for free but will not be included in events that incur expenses.
	4. April. 7th, 2020, Main Document, Article 4:
		1. Length of terms amended to one-semester for all executives except for the Advisor
	5. Main Document:
		1. Articles removed for redundancy
		2. Articles edited for grammar and wording