**Constitution**

**of**

**MY Project USA at Ohio State**

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**Article I**

**Name, Purpose, & Non-Discrimination Policy**

**Section 1: Name**

The name of the nonprofit entity shall be MY Project USA at Ohio State.

We are affiliated with the Columbus-based nonprofit organization MY Project USA and shall act in best interests of the nonprofit.

**Section 2: Purpose**

MY Project USA at Ohio State intends to further the mission of the Columbus-based nonprofit MY Project USA. We wish to raise awareness of the violence, food insecurity, and neglect our neighbors in the Hilltop area face and raise funds in the name of MY Project USA’s diverse social services programs. We recruit student volunteers, leaders, and interns to serve our community while simultaneously teaching them crucial skills about nonprofit leadership and serving disadvantaged populations.

**Section 3: Non-Discrimination Policy**

MY Project USA at Ohio State is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The organization 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. MY Project USA at 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.

**Section 4: Sexual Misconduct Policy**

As a student organization at The Ohio State University, MY Project USA at Ohio State 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**

**Section 1: Voting & Leadership Eligibility** Any and all current undergraduate or graduate students enrolled in the Ohio State University are eligible for general membership, have voting rights, and may be elected to the executive committee. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Non-students are welcome to be general members but may not vote or serve on the executive committee. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

**Section 2: General Membership Requirements:** Membership is very open and encouraged. All one must do to become a regular member is contact leadership and indicate interest in joining the organization.

**Article III**

 **Methods for Removing Members and Executive Officers**

**Section 3.01:** 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.

**Section 3.02:** 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.

**Section 3.03:** 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 IV**

**Officers**

**Section 1: Officers**

The officers of the organization shall be a president, vice-president, and treasurer, but the president retains the right to create or remove any other officer positions as needed.

**Section 2: Term of Office**

Each officer shall hold their office until either (1) they chose to step down from their position, (2) they are removed, or (3) an existing officer graduates and is no longer a student at Ohio State. By accepting a position as an officer, a student hereby also accepts the responsibility of training the upcoming officer.

**Section 3: Officer Selection**

All incoming officers will be decided through a vote by the existing leadership board, and board turnover takes place at the beginning of the spring semester. The organization will open up an application at least thirty days in advance of February 1st for all open positions, and upon the closure of the application, the current officers will meet to vote on the new officers. If a new position is created at any point during the year, or if a sudden vacancy opens up in an existing board position, then the officers may open up an application at any time during the year to fill the position, regardless of the time of year.

**Section 4: Elected Officer Roles**

1. President. The president shall be the chief executive of the organization. The president shall preside over all officer meetings, and shall, in general, supervise and control all the business and affairs of the organization, and shall be responsible for maintaining a relationship with the 501(c)(3) nonprofit MY Project USA. The president shall be an ex-officio member of all committees created.
2. Vice-President. The vice-president shall, in the absence of the president, or in event of their inability or refusal to act, perform the duties of the president, and when so acting, shall have all the powers of and be subject to all the restrictions of the president. The vice-president shall perform such other duties from time to time as may be assigned to him/her by the president.
3. Treasurer: The treasurer shall be responsible for the creation and enforcement of the organization’s budgets upon the diligent analysis of the organization’s financial status. With the aid of the president, the treasurer shall be held responsible for overseeing, delegating, or preparing applications for programming funds and room rentals done on behalf of the organization. The treasurer shall oversee all bank account, credit card, and debit card transactions and account reports, and be responsible for ensuring that all receipts are properly documented for auditing purposes. The treasurer shall also ensure that all funds raised on behalf of the nonprofit organization MY Project USA are received by the nonprofit corporation.

**Section 5: Advisor**

The organization shall always have an OSU faculty member serving as its organization. The advisor shall be responsible for overseeing the organization and ensuring compliance with CSLS rules and regulations. A new advisor must be approved by a majority vote of the existing executive board.

**Article V**

**Amendments of the Constitution**

**Section 1: Amendments to the Constitution**

This constitution may be amended, altered, repealed, or restated by a vote of the majority of the voting body at any meeting of the general body provided, however, that no amendment shall be made to this constitution which would cause the organization to violate the rules and regulations provided to us by the CSLS.