

Student Chapter Constitution for Give Hope Africa
The Ohio State University

Article I - Name, Purpose, and Non-Discrimination Policy of the Organization

Name:

Give Hope Africa at The Ohio State University

Purpose:

Give Hope Africa is a globally recognized non-profit organization whose mission is to provide necessities to fully orphaned children and children of impoverished households in Africa. In addition, the organization supports women and those suffering from chronic illnesses overcome the limitations of poverty. As a student chapter, Give Hope Africa at The Ohio State University stands in support of the mission of Give Hope Africa and seeks to empower women and children of low-income families in Africa by raising money for projects related to development, education, and medicine. The chapter is considerate of the operational intentions of the larger organization but acts freely in managing its activities.

All activities within this chapter must align with the purpose of the larger organization.

Non-Discrimination Policy:

This organization does not discriminate based on 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.

As a student organization at The Ohio State University, Give Hope Africa 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 of Membership

Student Members: All undergraduates and graduates that are currently enrolled at The Ohio State University are welcome to join this organization. Members are required to pay a membership fee of \$10 per semester.

Non-student Members: Faculty, alumni, professionals, and others may join Give Hope Africa as non-voting associate or honorary members.

Article III - Methods for Removing Members and Executive Officers

Member Removal: If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution, 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.

Executive Officer Removal: 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.

Temporary Suspension: If 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), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.

Article IV - Organization Leadership

Executive Committee; Titles and Roles: The Executive Committee is composed of the Executive Board and chairpersons of standing committees as seen fit for the needs of the organization. The Leadership Committee includes, at minimum, a President and Treasurer. A Secondary Leader, serving as Co-President or Vice President, may be an additional member of the Executive Committee. Each position's term is limited to 1 year, from April to March of the next year. Officers are appointed and mentored by the previous Executive Board after an application process.

President: The President is primarily responsible for overseeing all executive board actions as well as managing administrative duties. This includes setting goals and guiding the vision of the organization; delegating responsibility to and supporting executive board members, directing projects when appropriate, reserving meeting spaces, representing the organization to the community, and ensuring that the organization maintains its active status. In addition, the President is the primary point of contact to larger organization.

Vice-President: Responsible for working with the Advisor and the Executive Committee on leadership activities for the organization and for performing any executive or administrative tasks as needed.

Treasurer: The treasurer is responsible for managing any financial transactions of the organization, which include creating the organization's annual budget, collecting dues, organizing fund-raising opportunities, disbursing project funds, working with committee project leads, managing payments and donations, assisting in applications for external funds, and completing audits.

Fundraising Coordinator: The fundraising coordinator organizes the chapter's fundraising efforts and keep track of chapter finances to reach the chapter's fundraising

goals. The Fundraising coordinator will delegate responsibilities to and oversee the fundraising committee.

Membership Coordinator: The Membership coordinator is responsible for member recruitment, retention, accountability, and experience. Tasks include organizing recruitment opportunities, taking member attendance at general body meetings, composing and sending weekly newsletters, planning socials, and coordinating relevant events and opportunities for members outside of the organization.

Volunteer Coordinator: The Volunteer Coordinator is responsible for organizing relevant volunteer opportunities in the local community in partnership with the community liaison. Tasks include organizing service projects, keeping members informed about volunteer opportunities, and keeping track of total volunteer hours.

Marketing Chair: The Marketing chair is responsible for creating and maintaining the organization's presence both on-campus and online. Tasks include advertising the organization's events and projects, managing social media accounts, maintaining the organization's official website, producing promotional items, coordinating advertising, and creating marketing plans.

Community Liaison: The Community Liaison is responsible for building and maintaining partnerships with other organizations both on-campus and in the Columbus community. Tasks include organizing volunteer opportunities and managing correspondence with local organizations and individuals.

Advisor: The organization will have at minimum one faculty or staff member serving as advisor. The role of the advisor is to guide the direction of the organization, and to act as a mentor to the Executive Committee and participating members.

Article V - Election/Selection of Organization Leadership

Executive Committee Appointment: New members to the Executive Committee will be selected by the current Executive Committee/Advisor, elected by the organization members, or a combination of the two, depending on the individual circumstances present at the time of new leadership appointment.

Executive Committee Positions: In order to maintain the necessary minimum requirements for an active organization, one President and one Treasurer must be appointed annually. In addition, there is a place for a secondary leader to be appointed, and this position should be used according to demand and membership growth. The secondary leader may serve as either Vice President or Co-President, and this distinction is to be made depending on the individual circumstances present at the time of new leadership appointment.

Article VI - Method of Amending Constitution

Any member of the organization may propose an amendment to the constitution and is required to provide evidence supporting how the alteration of the constitution will strengthen the mission

of the organization and its execution of the mission. Any proposed amendments should be presented to the Executive Committee in writing and should not be acted upon when initially introduced. Proposed amendments should be read in the meeting in which they are proposed and read again at the subsequent meeting, during which the Executive Committee will vote on the amendment. Amendments must be approved by the Advisor.

Article VII - Method of Dissolution of Organization

Dissolution of the student organization requires notification and approval by the Advisor. Any financial assets and debts are to be disposed of with notification and approval from the Advisor. Student Activities staff will be contacted to remove organization information from the website.