

BYLAWS OF THE OHIO STATE UNIVERSITY STUDENT CHAPTER OF THE FISH AND WILDLIFE SOCIETY

Article I – Name, Area, and Non-discrimination Statement

Section 1 – Name – The name of this organization shall be The Ohio State University Fish and Wildlife Society.

Section 2 – Area - This Chapter shall have as its area of organization the campus and environs of The Ohio State University in Columbus, Ohio.

Section 3 – Criteria for Affiliation – The Chapter shall conform to the Bylaws, Code of Ethics, policies, principles, and objectives of the Wildlife Society, Inc. and the American Fisheries Society, Inc. The Chapter shall also maintain appropriate affiliation with the administration and student government of The Ohio State University.

Section 4 – 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 – Objectives and Purposes

Section 1 – Objectives – The Chapter may establish objectives, purposes, activities, and principles not in conflict with those of the Wildlife Society or the American Fisheries Society.

Section 2 – It shall provide an opportunity for better liaison between the individual member, his/her regional representative, and the parent society.

Section 3 – It shall recognize and commend outstanding work in the profession.

Section 4 – It shall serve to focus the aims and objectives of the parent societies upon professional wildlife and fisheries needs, problems, and events at The Ohio State University.

Article III – Chapter Year

Section 1 – The Chapter operating and fiscal year shall begin the first meeting of Autumn Semester.

Article IV – Membership

Section 1 – Full Membership – Full membership in the Chapter shall be available to any student member of the Wildlife Society or student member of the American Fisheries Society in good standing.

Section 2 – Affiliate Membership – Affiliate membership is available in the Chapter to those persons not members of the Wildlife Society or the American Fisheries Society in good standing. Affiliate members shall be entitled to all the rights and privileges of a full member except he/she cannot hold office in either the Chapter or the Parent society.

Section 3 – Dues – No dues required.

Section 4 – Resignation – Members of any class may resign at any time by giving notice to the Chapter Secretary.

Section 5 – Removal of Members – If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this Chapter, in violation of the Student Code of Conduct set forth by The Ohio State University or the Code of Ethics set forth by the Parent Societies, he/she shall be placed on probationary membership status until his/her case is heard by the Executive Board in a special meeting following all conditions given in Art. VI, Sec. 2. The member in question can be removed through a unanimous vote of the Executive Board, with the consultation of the advisor.

Section 6 – Removal of Officers - If an officer conducts themselves in such a manner deemed detrimental to advancing the purpose of this Chapter, is delinquent in performing his/her officer duties, or is in violation of the Student Code of Conduct set forth by The Ohio State University or the Code of Ethics set forth by the Parent Societies, he/she can be removed through a majority vote of the voting membership or unanimous vote of the other officers, with the consultation of the advisor.

Section 7 – Reinstatement – Persons dropped from the rolls may be reinstated into membership in this Chapter upon reapplication.

Section 8 – Charter Members – Members in good standing on the Chapter membership rolls as of January 31, 1967 shall be considered Charter members.

Section 9 – Honorary Members – Honorary members shall be persons who, by majority vote of the members of the Chapter, have been thus recognized for their achievements. An Honorary member pays no Chapter dues.

Section 10 – Advisory Members – Members of the faculty of The Ohio State University who are members of the Wildlife Society or the American Fisheries Society in good standing shall be members without vote of The Ohio State University Student Chapter.

Section 11 – Bylaws – Each person will have access to a copy of these Bylaws upon becoming a member of this Chapter. They will be available within the club records, a Google drive available to the officers, and will updated when necessary across all platforms.

Article V – Elections and Officers

Section 1 – Nominating Committee – The Nominating Committee shall consist of the general assembly of full and affiliate members. It shall prepare a slate of two candidates for each of the elective positions, namely: President, Vice President, Secretary, Outreach Manager, and Treasurer.

-Clause A – Prior approval shall be obtained from said candidates.

-Clause B – Said nominations slate shall be submitted to the Chapter membership at least two weeks prior to the time of the election.

-Clause C - Those nominated for the position of President must be members of the Wildlife Society and American Fisheries Society in good standing. Those nominated for the position of Wildlife Vice-President must be members of the Wildlife Society in good standing. Those nominated for the position of Fisheries Vice-President must be members of the American Fisheries Society in good standing.

-Clause D - A member may be elected for no more than one year in the same elective position. A member may be nominated for more than one elective position, but may be elected to only one of those positions. The member with the next highest number of votes would achieve the second position.

Clause E – The President and Vice-Presidents shall be elected from those members of the Chapter who expect to attain or have Junior, Senior, or Graduate Student status by the first full semester which follows their election.

Section 2 – Balloting – Written ballots shall be received from the members by the Secretary and shall be counted by the Secretary and two additional members of the Chapter appointed by the President who are not up for the election.

-Clause A – Members in arrears shall forfeit their rights to vote during the period of their delinquency.

-Clause B – An absentee ballot (proxy) may be submitted to the Secretary by a qualified member prior to the scheduled time for counting ballots.

-Clause C – The candidate receiving the largest number of votes (a plurality) on the written ballot shall be declared elected. No one may hold two elective positions simultaneously.

Section 3 – Officers – Officers of The Ohio State University Student Chapter shall consist of a President, Vice president, Secretary, Outreach Manager, Treasurer. Their duties shall be:

-Clause A – President – The President shall have general supervision of the Chapter officers. He/she shall appoint, with the assistance of the Executive Board, Chairman of all regular and special committees. He/she shall preside at meetings of the Executive Board and Chapter, and shall be ex-officio a member of all committees except the Nominating Committee. He/she shall represent the Chapter or appoint alternate representatives to other Chapter, Section, Region, or Parent Society meetings.

-Clause B – Vice-President – The Vice-President shall assume the duties of the President in his/her absence or upon his/her inability to serve, and shall perform any duties assigned by the President. In the event the Vice-President cannot serve as the President, the Executive Board shall appoint a President, pro tempore.

-Clause C – Secretary – The Secretary shall be responsible for the Chapter files and records, the recording of the records of all meetings, the maintenance of the membership rolls, correspondence and the issuance of meeting notices.

-Clause D – Treasurer – The Treasurer shall be responsible for the Chapter funds, and he/she shall submit complete financial reports in accordance with the University and Chapter regulations for all meetings during his/her term of office. His/her duties shall also include the receipt and dispersal of Chapter funds.

-Clause E- Outreach Manager – The Outreach Manager shall be responsible for social media posts, reaching out to organizations, companies, and individuals, coordinating events, maintaining member interest, and maintaining online presence of the Chapter. They will also oversee representing the club in accordance with the Bylaws.

Section 4 – Term of Office – Those elected to the positions in the Chapter during the Annual Business meeting shall take office the last meeting of Spring Semester of the school year of their election, and conclude their duties with the last meeting of Spring Semester of the following school year.

Article VI – Meetings

Section 1 – Regular Meetings – Regular membership meetings of the Chapter shall be held at such times and places as determined and published by the Executive Board.

-Clause A – Annual Meeting – The first regular meeting in the month of March shall be known as the Annual Meeting, and shall be for the purpose of electing officers, receiving reports of officers, and committees, and for any other business that may arise.

-Clause B – Meeting Notice – All members must be notified at least one week prior to any meeting when special, unusual, or particularly important business action is to be taken, and the notice must contain reference to the business to be considered.

-Clause C – Quorum – The quorum for the Annual Meeting of the Chapter shall be over 50 percent of the membership or 20 members in good standing, whichever is less; for regular meetings, over 25 percent of the membership or 10 members in good standing, whichever is less; and for Executive Board meetings, four members of the Board.

-Clause D – Meeting Rules – The rules contained in the latest revision of Roberts Rules of Order shall govern the Chapter in all cases to which they are applicable, and in which they are not inconsistent with the Bylaws or the special rules of order of the Chapter or Parent Society.

-Clause E – Number of Meetings – The Ohio State University Student Chapter shall meet at least each month of the school year.

Section 2 – Special Meetings – Special meetings may be called by the Executive Board at any time during the school year, except during holidays, finals week, and the week preceding it.

-Clause A – Only those items listed in the call for a special meeting shall be acted upon at the special meeting.

-Clause B – All Clauses under Section 1 of this Article apply to Special meetings.

Article VII – Management and Finance

Section 1 – Executive Board – The Chapter shall be governed by an Executive Board composed of the officers and one member of the Chapter duly elected to the Board.

-Clause A – Conduct – The Executive Board shall conduct its affairs in conformance with the provisions of these Bylaws, and those of the Parent Societies. The Board is authorized to act for the Chapter between Chapter meetings and shall report its interim actions to the members at each succeeding regular meeting. Any action of the Board may be overridden by a two-thirds majority vote of the full or affiliate membership.

-Clause B – Attendance – Members may attend Board meetings, but may participate only when asked to do so, and they may not vote at such meetings. The attendance of the advisory member at each Board meeting shall be requested.

-Clause C – Vacancies – If the office of the President is vacated for any reason, the Vice President shall fill the office for the balance of the unexpired term of the President. All other vacancies in any unexpired term of an elective office shall be filled through appointment by the Executive Board.

Section 2 – Finance – Funds of the Ohio State University Student Chapter shall be under the supervision of the Executive Board, and shall be handled by the Treasurer.

-Clause A – The Treasurer need not be bonded.

-Clause B – Funds shall be derived from special assignments, work projects, and contributions.

-Clause C – Funds shall be placed in a federally insured bank or savings and loan association.

-Clause D – Society functions which require expenditures of \$25.00 or 10%, whichever is less, of Chapter funds must be approved by a majority (by roll-call vote) of voting members at a regular meeting. In an emergency, allocations may be made by a unanimous vote of the Executive Board as by Art. VII, Sec. 1A.

Section 3 – Reports – The Secretary shall within 10 days after an election or other official action taken by the Chapter provide a copy of such action to the Executive Secretary of the Parent Societies and to the Regional Representative, and other required authority. These same parties should receive an annual Chapter financial statement from the Treasurer.

Section 4 – Files – The Chapter shall maintain a file containing: Bylaws of The Wildlife Society, the American Fisheries Society, and the Chapter, minutes of all regular and special Chapter meetings, and of the Executive Board, correspondence pertinent to Chapter affairs, all committee reports, financial statements and records, and all other material designed as pertinent by the Executive Board. A

“procedure for filing” shall be drafted and kept in the Chapter file for the guidance of each succeeding Secretary.

Section 5 – Resolutions and Public Statements – Any Chapter member (s) may submit actions (resolution or statement) for consideration by the Chapter Executive Board. These shall be accepted or rejected by the Board, or a committee established for such a purpose, and if involving new policy, prepared for submission to the Chapter membership. Such new items must be approved by a two-thirds majority vote of the membership.

-Clause A – Actions falling within previously established Chapter policies may be carried out by the President, Secretary, or Treasurer upon unanimous approval of the Executive Board.

These and all actions approved by the Chapter membership must be in agreement with those already established by the Parent Societies. Any approved actions outside established policies and purposes of the Parent Societies must be submitted to the Council for consideration and action.

Article VIII – Committees

Section 1 – Appointments – The President shall consider suggestions of the Executive Board in appointing Chairmen of all regular standing committees and special committees as their need arises. Committee Chairmen shall complete their committees with assistance of the President.

Section 2 – Duties of Standing Committees –

-Clause A – Nominating - (See Article V, Section 1, Clauses A-D)

-Clause B – Membership – This Committee shall maintain a list of all student members at The Ohio State University who list wildlife and/or fisheries as their major subject and who are members in good standing of the Wildlife Society and/or American Fisheries Society and encourage them to join the Chapter. They shall also encourage participation at Chapter Meetings and on committees.

-Clause C – Program – This committee shall arrange programs of all regular and annual meetings and provide the President with a proposed agenda for the annual meeting at least 2 weeks prior to the meeting date.

-Clause D – Education and Information (Publicity) – This committee shall seek and employ methods of informing the public of basic concepts of wildlife and fisheries management and of Society activities and interests in concurrence with the Bylaws.

Section 3 – Accountability – All committees shall be accountable to the Executive Board, under general supervision of the President.

Section 4 – Tenure – All committees shall serve until new committees are appointed in their stead or until the duties assigned to the committee have been discharged.

Article IX – Dissolution

Section 1 – Upon dissolution of The Ohio State University Chapter of the Wildlife Society and the American Fisheries Society, the Executive Board shall turn all assets, accrued income, and other properties over to the Council of The Wildlife Society and/or the American Fisheries Society to hold so long as they hold exempt status under Section 501(c)(3) of the Internal Revenue Code until such time as another Chapter may be established in the same area. If the designated council does not hold non-profit status the funds will be distributed to State or local government for use in wildlife education purposes.

Article X – Amendments to Bylaws

Section 1 – These Bylaws may be altered or amended by two-thirds of the membership voting at any regular or special Chapter meeting if advanced notice of the proposed changes per Art. V, Section 1B of these Bylaws is followed. A member who will be absent from the meeting may proceed as described in Art. V, Sec. 2B.

Section 2 – Amendments must not conflict with the current Bylaws of the Parent Societies.

Amended and Adopted by vote as of 04/13/2020

Article IV, Section 3- No dues required.

Article V, Section 3, Clause E- Added Outreach Manager position and its duties.

Article V, Section 1- Eliminated Wildlife Vice-President and Fisheries Vice-President positions, merging into one Vice-President Position

Amended and Adopted by vote as of 4/11/2023