**Leadership of Environmental Athletes for Sustainability Student Organization Constitution**

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

**Section 1: Name**

The name of this organization is Leadership of Environmental Athletes for Sustainability. This organization will utilize the acronym LEAFS in all publicity materials and correspondence.

**Section 2: Purpose**

The purpose of beginning the Leadership of Environmental Athletes for Sustainability (LEAFS) cohort is to provide a platform for student-athletes eager to create positive, sustainable changes within their team, which in turn aims to develop their leadership skill set for future endeavors through informative education, professional development and growth, and facilitated project work.

**Section 3: Non-Discrimination Policy\***

LEAFS is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. As a student-athlete organization, we are 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.

LEAFS student 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.

As a student organization at The Ohio State University, LEAFS 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](mailto:titleIX@osu.edu).

**Article II - Membership: Qualifications and Categories of Membership**

II.a. 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.

1. **General Membership**

LEAFS voting membership should only be open to currently enrolled Ohio State student-athletes that are a part of a varsity Ohio State University athletic team. However, general membership is granted to any individual that fits the previously stated guidelines, regardless of their personal grade point average or current ability to compete. The general body membership is both open and inclusive of all Ohio State University students and interested individuals will be added to a Group-Me chat. Upon graduation, past members will be removed from the Group-Me and added to an alumni email list for continued outreach and collaboration considering events and programs.

1. **Executive Board Officer Membership**

All officers must be members of LEAFS. Officers shall include one President, Vice President, one Treasurer, Secretary, Social Media Manager, and several Project Managers depending on membership needs. These officers comprise the body that shall herein be referred to as the Executive Board. To become an officer of the LEAFS cohort, one must complete all of the following:

* 1. Must earn at least a cumulative GPA of 2.0.
  2. Must be an Ohio State student-athlete.
  3. Be enrolled in their second full time semester and a full-time Ohio State student.
  4. Currently, in good standing per the Ohio State Student Code of Conduct
  5. Apply for the officer membership position of their interest during the spring term of that current academic year via the LEAFS officer membership application.
  6. Be selected, based on their application and consensus of the LEAFS executive board, and successfully complete the necessary training for the applicable positions. (If no one is interested in a position that is available, the president is able to then appoint someone to that role.)

**Article III – Methods for Removing Members and Executive Officers**

1. If a general member or executive board member of LEAFS displays or engages in behavior that is detrimental to advancing the purpose of this organization, violates any of the organization’s constitution or by-laws, or violates Ohio State’s Code of Student Conduct, university policy, or federal, state, or local laws, the member may be removed through a majority vote of the current executive board officers and organization’s advisors or via the executive order by the organization’s advisors.
2. 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), the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

**Article IV - Organization Leadership: Title and Duties of Each Organization Leadership Position:**

IV.1. Any member of LEAFS who is a full-time student at Ohio State University, a student-athlete, and in good academic standing may apply for a position on the Executive Board. Interviews will be held in the last few weeks of spring semester. Applications consisting of a (i) Statement of Interest and (ii) Resume will be submitted to the Executive Board prior to Interviews. The Vice President will handle applications and consult the rest of the Executive Board when needed.

Elected officers shall assume their official duties at the close of the last general meeting of the academic year and shall serve for a term of one academic year and/or until their successors are elected/appointed.

**Officer Duties –** The duties of all officers described herein shall include but not limited to operating within the bounds of upholding LEAFS Constitution, the Department of Athletics and Business Advancement mission and vision, and the agendas set forth by LEAFS.

IV.2. The elected officers of LEAFS shall be President, Vice‐President, and Treasurer.

IV.2.a. The President shall preside at and lead all meetings of the organization and shall coordinate the work of the officers and committees; shall be responsible for planning and organizing the weekly meetings along with other Executive Board members.

IV.2.b. The Vice‐President shall serve as an aide to the President and shall perform the duties of the President in their absence or inability to serve.

IV.2.c. The Treasurer shall receive all monies on behalf of LEAFS; shall keep an accurate record of receipts and expenditures; shall pay out funds to external entities or vendors in accordance with the approved budget as authorized by the organization. The Treasurer shall present a financial statement at the last meeting of the month and at other times when requested by the President or Vice President.

IV.3. The appointed officers of LEAFS shall be the Secretary, Social Media Manager, and Project Managers as deemed fit by the organization.

IV.3.a. The Secretary shall record the minutes of all meetings of LEAFS, manage email communications for the organization, and shall perform other duties as may be delegated.

IV.3.b. The Social Media Manager shall manage the social media accounts of the organization and take pictures of all the organization’s activities to share online.

IV.3.c Project Manager positions, when established, shall perform their duties as prescribed by the Executive board and shall act in a manner that ensures a significant and positive impact within the campus community.

**Article V- Election / Selection of Organization Leadership**

V. Election Proceedings – Elections are done on an interview basis. The person currently in that position will conduct the interview for a position at the last general meeting in April. If requested, another member of the Executive Board can sit in to help conduct the interview as well. The transition of power between current and newly elected officers begins at the end of the spring semester and is fully complete upon the first general body meeting at the start of the academic year.

**Article VI - Executive Committee: Size and composition of the Committee**

VI. The maximum number of executive board membership allowed for this organization is nine. This number can be amended/changed via a majority executive board member vote, in the event that the number of student athletes increases at the university, or the advisory committee comes to an agreement that additional roles are needed for the betterment of the student organization as a whole.

**Article VIII – Advisor(s) or Advisory Board: Qualification Criteria**

VIII. The staff advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The staff advisor shall attend executive and general meetings if they are able to; however, the staff advisor may not vote in any LEAFS proceedings.

**Article IX – Meetings and events of the Organization: Required meetings and their frequency.**

IX. There is no minimum attendance policy required for general body members. As a student-athlete organization, LEAFS acknowledges the rigorous schedule of student-athletes and aims to create an open and inviting space for all.

**Article X – Attendees of Events of the Organization: Required events and their frequency.**

X. 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 XI – Method of Amending Constitution: Proposals, notice, and voting requirements.**

XI. Proposed amendments presented to the organization shall be in writing and shall not be acted upon when initially introduced. Upon initial introduction, the proposed amendments shall be read in the general meeting, then read again at a subsequent general meeting and the general body shall votes (in-person or virtually) and shall require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.