

## Constitution

Chinese in Humanities and Social Science

First Drafted April 1, 2023

Last edited April 12, 2023

According to preparatory meeting of April 7, 2023. All 4 founding members present.

### **Article I - Nature of the organization**

#### I.a Name

The name of the organization shall be Chinese in Humanities and Social disciplines. It may also be referred to as CHS.

#### I.b Purpose

Chinese in Humanities and Social disciplines(CHS) is an organization dedicated to students' academic, intellectual, practical, and professional development in humanities and social disciplines. Interdisciplinary in nature, the organization seeks to foster communication and mutual support between Chinese students from different disciplines or programs. We also want to strengthen international insights of Chinese students in an effort to build a better world. We welcome everyone interested in these fields and our goals.

#### I.c Constitution and By-law

CHS constitution directs principles of the organization and should not be changed often. Constitution should also state methods to change, amend, or discard Constitution and Bylaws. Bylaws organizes detailed executive rules and should be consistently reexamined and revised to fit reality and situation of operation of CHS.

#### I.c Non-discriminatory 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. CHS members and event participants are expected to follow this standard.

#### I.e Anti-harassment statement

As a student organization at The Ohio State University, CHS 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, target demographics, qualifications**

### II.a Members

Members of CHS are operators of the organization. Active members hold executive positions and engage in democratic processes within the organization. Members who are inactive or disqualified should have their rights restrained, or be removed.

### II.b Member qualification

Members of CHS should be current students in the Ohio State University. They should follow the organization's constitution and by-laws, the Code of Student Conduct, university policy, federal, state, local law, or any applicable law. They should not engage in activities detrimental to the purpose of this organization.

### II.c Target demographics

CHS primarily aims to provide its services to Chinese international students interested in Humanities and Social Sciences. With that said, CHS would serve as a platform of diverse activities that may be of interest for students and groups out of our primary target demographics.

#### II.d Attendees

Attendees of activities organized by CHS are expected to follow the purpose of CHS and the activity. CHS reserves the right to address their behaviors if these behaviors are disruptive or not in alignment with CHS.

### **Article III - Organizational Principles**

#### III.a Steering Committee

Steering Committee oversees general operation of CHS and ensure smooth function of the organization. It shall be composed of one primary leader and two secondary leaders, elected by all active members. All Steering Committee members should be recorded as CHS leaders by the Ohio State University.

#### III.b Executive Board

Executive Board is responsible for executive functions of CHS purpose and goals. It shall be composed of all members of Steering Committee and all functional leaders. The functional leaders are chosen by Steering Committee and are responsible for certain aspects of CHS executive functions.

#### III.c Executive members

Executive members carry out basic functions of CHS. Their detailed responsibilities should be agreed upon by themselves and at least one functional leader. They shall be overseen by at least one functional leader.

### **Article IV - Changing Constitution**

#### IV.a Amending Constitution

To propose a amendment of CHS constitution, one should state differences between current verses and proposed version of the constitution, and state reasonings of the amendment. It should be shown to all members at least 7 days before being voted on. It should pass a quorum

of 1/2 of all members to pass. If the Amendment is approved, the president is responsible of notifying the University administration and post the amended constitution on the organization page.

#### IV.b Adopting a new Constitution

The process to adopt a new Constitution is similar to IV.a Amending Constitution. But in order to adopt a new Constitution, the advisor need to agree on the new Constitution. After the new constitution is approved, it would replace and supersede any Constitution previously held by this organization.

#### IV.c Changing Bylaw

Bylaw cannot be discarded as a whole. Different articles or sections of Bylaw can have different range of power, including but not limited to all members, specific kinds of events or operations, or certain parts of members. To add on, amend or discard parts of Bylaw, it's range of power should be clarified, and it shall need 1/2 majority of affected members, President and at least one secondary leader. If it's range of power includes non-members, like attendees, it should also be approved by 3/4 of executive board members.

#### IV.d Dissolve CHS

When external conditions or internal discordance reached a level that it's not realistic or not beneficial for CHS to keep existing, a member can propose to dissolve CHS. It needs quorum of 2/3 of all CHS members to pass. In the case of dissolving the organization, the remaining funds and debts should be divided evenly to all members of CHS, and ownership of all other assets should be decided on by a 1/2 majority. If a decision cannot be reached on an asset, it should be decided by the advisor.

## Bylaw

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### **Article I - Organizational structures**

#### I.a Executive Board meeting

Executive Board meeting (EBM) is the highest executive authority of CHS, composed of Executive Board members. For any decisions to be made in EBM, a 1/2 majority should be met unless stated otherwise in CHS constitution. EBM can be called by any member of CHS, and a meeting time, place, and agenda should be presented to all member at least 60 hours in advance. EBM have power to decide on organizational affairs within CHS, including but not limited to:

- 1) electing, reelecting, or removing executive positions,
- 2) planning activities and distributing tasks,
- 3) making announcements,
- 4) establishing new committees or dissolve old ones,
- 5) removing members that do not follow CHS purposes and applicable rules,
- 6) removing an advisor or selecting from potential advisors,
- 7) banning an individual from using CHS platforms.

In case of contingency, any member can call an emergency meeting that serves the same function of EBM but does not need to be announced 60 hours in advance. Quorum for any decisions of emergency meeting is 3/5 of all CHS members.

#### I.b Executive board positions

Executive board positions are hold by CHS members to serve the interest of CHS and advance its purposes. It shall be composed of:

#### 1) President

The President is the primary leader of CHS who oversees organizational operation. The president is also responsible for facilitating communications between CHS and the University administration.

#### 2) External Lead

The External Lead is a secondary leader of CHS who is responsible for facilitating communications between CHS members and other organizations as well as the general public.

#### 3) Internal Lead

The Internal Lead is a secondary leader of CHS who is responsible for internal operation including planning and facilitating Executive Board meetings regularly to ensure smooth function of the organization, and assisting members in calling for EBMs.

#### 4) Treasurer

The Treasurer is responsible for managing the funds of CHS. The treasurer should create and manage a school-year budget, track all expenditures and funds raised, and assist Executive Board meetings with allocation of funds.

#### I.c Committees

With consent of Internal Lead, EBM is in power of creating committees designated to certain kinds of executive tasks. Leader of each committee should be EBM members. Committees are responsible for following CHS constitution and reporting their works back to EBM. EBM or Internal Lead also have the power to dissolve a committee.

#### I.d Advisor

The advisor of CHS shall be a willing member of the University faculty or Administrative & Professional staff. The advisor should help CHS in its inter operation, relations with University administration, mediate internal discordance, and give advises. If the advisor cannot keep fulfilling these tasks, a new advisor should be selected by EBM from willing candidates that members propose.

## **Article II - Platform operation**

### **II.a Platforms**

CHS shall maintain platforms including social media accounts that are used to carry out various activities. Activities should be agreed in EBM before using these platforms. In the case that primary organizer of the activity is not a member of CHS, a member should also be selected by EBM to carry out the usage of CHS platforms. The External lead should oversee usage of these platforms.

### **II.b Banning from platforms**

If any non-member individual engages in activities that are significantly detrimental to CHS's operation or advancing of its purpose, EBM can ban it from using CHS platforms.

### **II.c Other activities**

CHS can also organize activities outside of it's own platforms, which would include attending involvement fairs organized by the University. These activities should be agreed upon by EBM, Exterior lead and the CHS president, and led by a member of EBM.