**Otolaryngology Ultrasound Community of Practice Constitution**

**The Ohio State University College of Medicine**

**Article I:**

*Section 1: Name:*The name of this organization shall be Otolaryngology Ultrasound Community of Practice at The Ohio State University College of Medicine (OSUCOM) . The colloquial name for this organization shall be the ENT COP.

*Section 2: Purpose:* The purpose of our organization is to increase clinician use, accessibility, and knowledge of focused ultrasound within the field of Otolaryngology throughout the Wexner Medical Center and other institutions at which members train through medical student, resident, and faculty involvement.

*Section 3: Non-Discrimination Policy:* 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.

As a student organization at The Ohio State University, Otolaryngology Ultrasound Community of Practice, 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**

Membership shall be open to any currently enrolled student at OSUCOM, as well ENT residents, fellows, and attendings within the Department of Otolaryngology--Head and Neck Surgery at OSU.

**Article III: Removing a Member or Officer**

III.a. 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.

III.b. 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.

III.c. 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: Organization of Leadership**

*President:* His/Her/Their role is to preside over meetings and to serve as the official organizer of all aspects of the COP, from attendings to medical students. In addition, the president will plan meetings that focus on direct interaction with faculty, fellows, residents, etc. from the OSU Department of Otolaryngology--Head and Neck Surgery. The president will also oversee all clinical care, research, education, and administration within the COP.

*Vice President:* His/Her/Their role is to assume the duties of the president in his/her/their absence. In addition, the vice president will supervise and organize Journal Club meetings.

*Treasurer:* His/Her/Their role is to keep track of all financial transactions and attend relevant training sessions/meetings.

*Faculty Advisor:* The Executive Board shall nominate one faculty attending Otolaryngologist within the OSU Department of Otolaryngology--Head and Neck Surgery (at least 75% full-time equivalent) to serve as advisor to the COP. His/Her/Their role is to keep close communication with the President and executive board regarding the ongoings of the COP. He/She/They will provide oversight and recommendations on the direction of the COP.

**Article V: Selection of Leadership**

The following officers shall be appointed by the previous executive board on a yearly basis: President, Vice President (Secondary Leader), Treasurer. Officers must be in good academic standing.

Newly elected officers should assume office immediately following the meeting in which they are appointed.

**Article VI: Amendments to the Constitution**

Any member of the organization may present amendments to the Constitution at any regularly scheduled business meeting. After reading the current Constitution along with the proposed change, the change will be cast to a vote. A four-fifths majority is necessary to pass the amendment. Two-thirds of the active membership must be present at the time of voting.

Amendments to the Constitution must be submitted to and approved by the Coordinator for Student Organizations before they become effective.

We agree to abide by all regulations, all University policies, in addition to all federal, state, and local laws.

**Article VII: Method of Dissolution of the Organization**

 Upon the official dissolution of the organization, Student Activities staff will be contacted to remove organization information from website. Should any funds remain, they will be returned to the source from whence it came.