**Constitution and By-laws for Campus Ministry International**

**PREAMBLE**

The Campus Ministry International has been established to create an environment where students are provided the opportunity to study the Bible in reference to the great commission given by Jesus in Matthew 28 as fulfilled in Acts 2. The purpose of this constitution is to inform members and interested parties of the standard of Campus Ministry International .

**ARTICLE I. NAME**

**Section 1.** This organization is known and called Campus Ministry International When being referred to outside of campus it will be known as Ohio State CMI at The Ohio State University

**ARTICLE II. PURPOSE**

**Section 1.** The purpose of this organization is to facilitate a deeper understanding of Christ. Our purpose is to also provide a place where people can ask questions in a safe environment without feeling persecuted. Another purpose is to provide a social environment where people can feel united. The group was founded mainly to draw closer to Christ as well as build relationships with other people.

**Section 2.** Campus Ministry International understands and is committed to fulfilling its responsibilities of abiding by The Ohio State University policies. This section should include a statement of the group's willingness to abide by established University policies.

**Section 3.** This organization, in agreement with The Ohio State University, strictly prohibits any discrimination based upon age, ancestry, color, disability, ethnicity, race, sexual orientation, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, religion, sex, sexual orientation, protected veteran status or any other bases under the law, in its activities, programs, admission and employment.

**Section 4.** As a student organization at The Ohio State University, Campus Ministry International 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.

**ARTICLE III. MEMBERSHIP**

**Section 1.** Anyone with a willingness or interest to know more about Christ is welcome to join. No minimum GPA requirements. Membership does require affiliation with the University. Only undergraduate members are allowed to vote for officers.

**Section 2.** Voluntary withdrawal of membership may be provided for current members at any time. There are no dues or other fees.

**Section 3.** Campus Ministry International does not restrict membership or discriminate on the basis of race, color, creed, sex, sexual orientation, gender identity, gender expression, marital status, personal appearance, age, national origin, political affiliation, physical or mental disability, or on the basis of rights secured by the First Amendment of the United States Constitution.

**ARTICLE IV. EXECUTIVE BOARD AND OFFICERS**

**Section 1**. The Executive Board

The Executive Board is composed of elected officers.

**Section 1.1** The Executive Board will serve the purpose of administrative and organizational duties of Campus Ministry International. Members of the board will serve until graduation unless they opt out.

**Section 1.2** In the case of graduation or opting out a vote will commence to fill the position.

**Section 2**. Officers

The officers of Campus Ministry International are the President, Vice President, Secretary, Treasurer.

**Section 2.1** Duties of President

The President will:

A. Preside the meetings

B. Serve as a spokesperson for the group

C. Plan lessons for meetings

D. Make the final decision should the executive board come to a tie

E. Serve as liaison to the SGA should another officer be unavailable

**Section 2.2** Duties of Vice President

A. Perform the duties of the President when the President is unable to perform them. The Vice President will become the President once the President graduates or the President steps down (for any reason).

**Section 2.3** Duties of Secretary

A. To take notes at meetings

B. Attendance keeper

C. Keep and up to date contact sheet

**Section 2.4** Duties of Treasurer

A. Financial Liaison to SGA

B. Responsible for the budget and attending all SGA financial meetings

C. Maintain the account for ACM and determine what is necessary for the group

D. Responsible for food at meeting

**ARTICLE V. OPERATIONS**

**Section 1.** Election Process

Elections will take place (when necessary) in the month of January.

All members of Campus Ministry International will nominate and then vote for officers when positions arise. A majority vote will determine the new officer. Parties will be nominated verbally and a written vote will be handed in. Each officer will hold the position until graduation or upon a decision to leave the position. Any member with good standing (80% or greater attendance in the group) is eligible for nomination. At the beginning of each semester all newly elected officers will assume their positions.

**ARTICLE VI. AMENDMENTS**

**Section 1.** Amendments may be proposed by any member of good standing and with good reason. Voting of allowing the proposed amendment will take place two weeks after the proposal. The proposal must first be taken up with the President who will decide if it is appropriate. After this the Executive Board will hear the proposal and upon agreement from the Executive Board allotted time will be held during the meeting. After the two week period a vote will take place to determine the result of the proposal. Majority decision (51%) will decide and in the case of a tie the President will have the final say.

**ARTICLE VII. REGISTRATION RENEWAL**

**Section 1.** The date for annual registration renewal will be in February, exactly one month after elections.

**BY-LAWS**

**1)** Meetings

Held once a week as determined each semester by executive board.

**2)** Meetings will follow this structure:

Attendance Welcome

Prayer

Worship

Lesson/Bible Study by President or guest speaker

Prayer

New ideas/proposals

Dismissal by President

**3)** Campus Ministry International will submit a budget to the Student Government Association Finance Committee on an annual basis and request funding appropriate to the effective operation of the organization for each year.

**ARTICLE VII: REMOVAL FROM OFFICE**

Voting members, Officers and Advisors should be expected to meet certain standards and conduct themselves in a way that reflects well on the organization. In the even that a Voting member, an Officer, or an Advisor does not meet those expectations, this organization has established these procedures for removal. However, Voting Members, Officers, and Advisors are protected under our non-discrimination policy stated in ARTICLE III, Section II.

**Section I: Removal of Officers**

In the instance that an Officer is dissatisfied with the actions of another Officer, he/she will address their concerns with the Advisor. After discussing the concerns of the Officers with the Advisor, he/she may submit a request for removal of the other Officer. The Advisor will present the submitted concerns and request for removal to the Voting Members at a meeting specified by the Advisor.\* After presenting the submitted concerns the Advisor will ask the present Voting members if they would like to remove the Officer that the request for removal has been submitted against. The Voting members will indicate their decision on an anonymous ballot which will be collected by the Advisor. If the two-thirds of the attending Voting members indicate that they approve of the removal of the indicated Officer, then that Officer will be immediately removed. A new officer will be voted from among Voting Members to fill the open position.

\*The presentation of the concern to the Voting Members should take place within two weeks of the first submission of a request for removal by an Officer. Also at least 50% of Voting Members must be present for an anonymous ballot to be taken to remove an Officer. It is the responsibility of the Advisor to attempt to notify all Voting Members at least one week prior to the time of the meeting.

**Section II: Removal of a Voting Member**

In the instance that an Officer is dissatisfied with the actions of a Voting Member, he/she will address their concerns with the Executive Committee of officers. After the discussion of the concerns the Officer may submit a request for removal. If one of the other Officers agrees that the Voting Member should be removed then that member will automatically lose their voting privileges and be removed from the roster by the President.

**Section III: Removal of Advisor**

In the instance that an Officer is dissatisfied with the actions of the Advisor, he/she will address their concerns with the Executive Committee. After discussion of the concerns the Officer may submit a request for removal. If all Officers of the Executive Committee unanimously agree that the Advisor should be removed then the Advisor will be notified of their removal.

**ARTICLE VIII: REPLACING AN OFFICER AND ADVISOR**

Any circumstances that would call for the replacement of the President, the Vice-President would then be instated as President.

Any circumstances that would call for the replacement of the Treasurer the Secretary would then be instated as Treasurer.

Any circumstances that would call for the replacement of the Vice-President the position would be fulfilled by a Voting Member appointed by the President and confirmed by the Treasurer.

Any circumstances that would call for the replacement of the Secretary the position would be fulfilled by a Voting Member appointed by the President and confirmed by the Vice-President.

Any circumstances that would call for the replacement of the Historian the position would be fulfilled by a Voting Member appointed by the President and confirmed by the Vice-President.

Any circumstances that would call for the replacement of the Advisor a new Advisor will be chosen by the Executive Committee.

**ARTICLE IX: MEETINGS**

General membership meetings will be held biweekly with additional meetings called by the President as needed. Notice of additional meetings must be given to all members in the most timely manner possible but not less than one week. The official means of notifying members will be agreed upon at the first meeting held after the election of a new President.

The Executive Committee will meet when called by the President.

Official notice of the meeting at which the election of club officers will take place must be provided to all Voting members not less than two weeks prior to such meeting.

**ARTICLE X: AMENDMENTS**

The Constitution may be amended by the current Officers and the Advisor with the ratification by Voting Members. Any such change will be communicated to the membership at least seven days before such change will take effect.\*

Proposed amendments should be in writing and should only be approved at meetings in which the entire Executive Committee and Advisor are present.

\*Voting Members will show their approval or disapproval for an amendment by saying so on an anonymous ballot. It is the responsibility of the Officers to collect and count the ballots immediately after all Voting Members have submitted their ballots. The resulting ratification or rejection of the proposed amendment will be announced immediately following the vote.

**ARTICLE XI: JURISDICTION**

The club is subject, as a registered student organization, to the rules, regulations, and policies of The Ohio State University and the laws of the State of Ohio. The rules, regulations, and policies of The Ohio State University will hold precedence over all rules, regulations, and policies applying to the club, including those national organizations with which the club is associated.

**ARTICLE XII: METHODS OF DISSOLUTION OF ORGANIZATION**

In the instances that the leaders of United unanimously agree or The Ohio State University deems it necessary this organization be dissolved, its assets will be given to a non-profit organization. The organization that the assets are donated to will be chosen by a majority vote between United at the time of dissolution.