

Constitution

Article I - Name, Purpose, and Non-Discrimination Policy of the Organization.

Section 1 – Name: The name of this organization is *March of Dimes at Ohio State*.

Section 2 – Purpose: Premature birth (birth before 37 weeks of pregnancy) and its complications are the #1 cause of death of babies in the United States. Our mission aligns with that of the March of Dimes: to lead the fight for the health of all moms and babies, no matter their age, socio-economic background, or demographics. Through social programs and volunteer opportunities, students will unite upon a common goal of promoting good health for mothers worldwide.

March of Dimes at Ohio State is affiliated with March of Dimes Foundation operating in White Plains, NY. The website of March of Dimes Foundation is www.marchofdimes.com.

Section 3 – Non-Discrimination Policy of the Organization: “The Ohio State University is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is 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.

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, *March of Dimes at Ohio State* 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: Qualifications and Categories of Membership.

Section 1 – Qualifications of Membership: Membership in this organization is open to all enrolled students at the Ohio State University. Non-enrolled students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office.

Section 2 – Categories of Membership: *March of Dimes at Ohio State* offers several different membership levels, each with different lengths of service, commitments, membership fees (dues), and qualification requirements, as detailed below:

Section 1A: *March of Dimes at Ohio State* shall offer membership as an Executive Board, Director, Staff Member, or General Body Member.

Part 1 – Executive Board: An Executive Board member is responsible for oversight and management of the organization, its members, and all associated activities. Executive Board members will be Elected.

Part 3 – General Body Member: A General Body Member is responsible to attend more than half of *March of Dimes at Ohio State* meetings and events. This group has no cap and is open to all students. They owe no dues to the organization.

March of Dimes at Ohio State will be funded through the collection of annual membership dues. This fee covers the cost of t-shirts, promotional materials, and other operational expenses of the organization. The Dues breakdown is as follows:

- General Body Members: \$3
- Executive Board: \$5

Payment for each of the aforementioned positions is due exactly one month after being elected or appointed.

Article III – Methods for Removing Members and Executive Officers

Section 1 – Removal of Elected Officers/General Members: 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.

Section 2 – Family Educational Rights and Privacy Act : If 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 Leadership

Section 1: The Elected officers of *March of Dimes at Ohio State* shall be the executive council. The executive council will consist of the President, Vice President, Treasurer, Overall Director(s) of Outreach and Operations, Overall Director(s) of Recruitment, Overall Director(s) of Personnel, and the Overall Director(s) of Marketing.

Section 1A – President: The President is responsible for overseeing the entire organization and working as the liaison between *March of Dimes at Ohio State* and the National March of Dimes organization; working closely with March of Dimes staff to ensure event insurance and logistics for all events are accounted for; coordinating all meeting dates with the Executive Board and members; creating and editing all PowerPoints; setting goals and a vision for the organization; effectively representing the organization to the community; building future leaders; providing motivation and support.

Section 1B – Vice President: The Vice-President is responsible for placing room reservations for meetings, interviews, and events; editing the President’s PowerPoints before meetings; assisting in the organization of events; working closely with the President; running meetings in the case that the President is absent.

Section 1C – Treasurer: The Treasurer shall receive all monies of *March of Dimes at Ohio State*; Is responsible for leading fundraising efforts; Keeping records of incomes and expenses for long-term financial security; Applying for funding; running the bank account; Ensuring members/buyers have paid for their dues and merchandise; Collecting physical donations to turn into March Of Dimes; Verifying members have made fundraising pages and are on track with benchmarks; Setting a budget with the President.

Section 1D – Secretary: The Secretary is responsible for sending out emails to members on behalf of the organization; Completes other necessary administrative tasks including taking minutes at each meeting and remaining organized with dates, times, and locations of meetings or events; Aids in involvement fairs and is required to be present at all meetings.

Section 1E – VP of Recruitment: The Overall Director of Recruitment is responsible for overseeing their directors; Planning Autumn and Winter recruitment; Keeping track of/regularly following up with potential members; Recruiting new teams for the Walk and following up on fundraising to create relationships with the new teams; Must be available for Ohio State’s Autumn and Winter Involvement Fair; Required to be present at all meetings and maintain constant communication.

Section 1F – VP of Social Media: The VP of Social Media is responsible for overseeing the organization’s social media applications, including Instagram and Linktree; Works closely with the VP of Graphic Design to create exciting content for the various social media platforms/campaigns; Required to be present at all meetings and maintain constant communication.

Section 1G – VP of Graphic Design: The VP of Graphic Design utilizes/manages the Canva Pro account to create exciting and engaging posts for the organization’s Instagram page; Finds new premie-related statistics to post to the organization’s Instagram page to raise awareness; Helps create chapter merchandise (sweatshirts, t-shirts, hats, etc.); Works closely with the VP of Fundraising to plan social media fundraisers; Aids in involvement fairs and is required to be present at all meetings.

Section 1H – VP of Fundraising: Plans exciting fundraisers for the organization; Plans at least 1 on-campus and 1 off-campus fundraiser per semester; Helps mobilize the chapter for prematurity awareness month; Fundraiser on the oval and throughout the month; Required to be present at chapter meetings; Works with Treasurer to ensure all \$ gets to the bank account; Communicates regularly with VP of Social Media and VP of Graphic Design to ensure the word is spread; Aids in involvement fairs and is required to be present at all meetings.

Article V – Election / Selection of Organization Leadership

Section 1 – Officer Eligibility: To be an officer of *March of Dimes at Ohio State*, one must be a full-time undergraduate student at the Ohio State University. Executive Board elections take place at the close of the previous fundraising year (April). Votes will be cast via Google Forms and the winner will be decided based on a 2/3 majority of the voting members. In the event of a tie, there will be a runoff between the two eligible students and the victor will have a 2/3 majority of the voting members.

Section 2 – Terms of Office: Officers shall assume their official duties when elected at the close of the calendar year and shall serve for a term of one calendar year and/or until their successors are elected/appointed.

Section 3 – Vacancies: Resignations, officer ineligibility, or similar occurrences will be handled by the Executive Board. In the event that there is a vacancy of any office there will be an election process. The office will be filled by the person who has the highest number of votes at the meeting the election is announced.

Article VI – Advisor: Qualification Criteria

Section 1 – Advisor Eligibility: Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications.

Section 2 – Role of the Advisor: The faculty advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The faculty advisor may, but is not required to, attend executive and general meetings; the faculty advisor may not vote in any *March of Dimes at Ohio State* matters. The faculty advisor shall be chosen by the membership of *March of Dimes at Ohio State*.

Section 3 – Term of the Advisor: The advisor will serve a term of one (1) calendar year and may serve an unlimited number of consecutive terms. If the faculty advisor is unable to continue in their position, the executive board will search for a replacement at any time and then consult the membership on their decision.

Article VII – Meetings and events of the Organization

Section 1 – Meeting Requirements: The Executive Board and Directors must attend general body meetings. The organization will meet bi-weekly and may have additional meetings if deemed necessary by leadership. General Body Members are not required to attend more than half of all meetings and events in order to maintain their status as Members; if interested in holding a leadership position, their attendance at meetings is of the utmost importance.

Article IX – Attendees of Events of the Organization

Section 1 – Member Expectations: 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 X – Method of Amending Constitution

Section 1 – Eligibility to Modify the Constitution: Amendments to this constitution may be made at any time by the council membership to the President.

Section 2 – Voting on Amendments: New amendments will be based on a 2/3 majority vote of the Executive Board.

Article XI – Methods of Dissolution of Organization

Section 1 – Donation to March of Dimes: In the event *March of Dimes at Ohio State* dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to “March of Dimes Foundation.”

Section 2 – Alerting Members of Dissolution: In the case of dissolution of the organization, members will be notified via email.

Section 3 – Dissolution Framework: Any debts owed to either Ohio State or March of Dimes will be made up by fundraising. Any social media accounts associated with the organization will be deleted. The current primary leader will be responsible for alerting Student Activities for club information to be removed from the Student Activities website.