

Constitution

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

Section 1- Name

Advocates for Women of the World (AWOW)

Section 2- Purpose

Our mission is to advocate for global gender equality by spreading awareness of and taking action against issues faced by people marginalized on the basis of sex and gender. In order to tackle a diverse array of problems that affect these individuals internationally, we have assembled an executive body that features several event chairs that will plan events surrounding: gender-based violence awareness, education, environmental & economic empowerment, and health. Through our events and projects, we are able to empower these people abroad, all while building advocates within our organization.

Section 3- Non-Discrimination Policy

§3.a. Advocates for Women of the World is committed to building and maintaining a diverse and inclusive membership. This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, health status, military status, national origin, residency status, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and membership.

§3.b. As a student organization at The Ohio State University, Advocates for Women of the World, 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.

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- Executive Board: Size & Composition

II.a. The hierarchy of the executive board of this organization consists of the President and Vice President, whom conduct meetings and perform administrative and supporting functions, the specialized Vice Presidents, whom complete organizational duties under their specified jurisdiction and aid projects accordingly, and Event chairs, whom work directly with members to plan and execute projects that are consistent with our mission and relevant to their interests and goals.

II.a. Currently there are six executive board members as outlined in *Article III, Section 2*. Executive positions may be added or dissolved with a three-fifths majority. President, Vice President, and Vice President of Finance are necessary for the organization to remain active and discussion of dissolution must include an immediate replacement.

Article III- Organization Leadership

Section 1- General Executive Leadership Responsibilities & Conduct

§1.a. All executive board members must conduct themselves both publicly & privately in a way that is consistent with the organization's values and mission. Additionally, members must be in compliance with the Ohio State Student Code of Conduct and be in good academic standing. Failure to do so will result in removal as outlined in *Article VII.b*.

§1.b. Executive members are required to attend all weekly executive board and general body meetings as well as the majority if not all external organization events and engagements.

§1.c. Executive members are responsible for notifying the President and making arrangements for any and all meeting absences in a timely manner.

§1.d. Executive members are required to actively participate in weekly executive board meetings by taking part in decision-making processes, being aware of all current affairs of the organization, preparing talking points, and updating the executive board on organizational business pertaining to their designated position.

§1.e. Executive members are obligated to complete tasks assigned to them by the President, Vice President or other executive leadership prior to the deadline set forth.

§1.f. Executive members are responsible for maintaining their executive folder, updating records, and organizing other materials on the organization's Google Drive appropriately.

§1.g. Executive members are required to submit all project forms, plans and other necessary materials within the established timelines.

§1.h. Executive members must consult the President prior to making any decisions on the behalf of or pertaining to the organization outside their typical duties and functions as outlined in *Article III, Section 2*.

§1.i. Executive members may be required to participate in the planning and execution of independent projects and opportunities outside of the event chair's events and plans.

Section 2- Required Leadership Positions & Responsibilities

§2.a. Delineated here are the jurisdictions and duties of all the executive board members. These responsibilities are to be fulfilled in a way that is timely, accurate, consistent, and honoring to our mission.

§2.b. President (Primary Leader): The President is primarily responsible for overseeing all executive board actions as well as managing administrative duties. This includes: creating the agenda for and conducting executive board meetings, delegating responsibility to and supporting executive board members, co-leading general body meetings, directing projects when appropriate, managing the organization's Google Drive and communications, reserving meeting spaces, and ensuring that the organization maintains its active status.

§2.c. Vice President (Secondary Leader): The Vice President's primary responsibility is to aid and assist the President in both permanently delegated responsibilities as well as times of necessity. This includes: taking notes during executive board meetings, making the general body meeting presentations, organizing Tedtalks, directing projects when appropriate, co-leading the general body meeting, managing the Google Drive & communications, recording attendance at executive board meetings, and performing any executive or administrative tasks as requested and deputized by the President.

§2.d. Vice President of Finance: The Vice President of Finance is responsible for managing any and all financial transactions of the organization. This includes: creating the organization's annual budget, collecting dues, organizing fund-raising opportunities, disbursing project funds, working with committee project leads, managing payments and donations (both incoming and outgoing), assisting in applications for external funds, and completing audits.

§2.e. Vice President of Membership: The Vice President of Membership is responsible for member recruitment, retention, accountability, and experience. This includes: organizing recruitment opportunities, taking member attendance at general body meetings, responding to membership inquiries, composing and sending the weekly newsletter, planning socials, selecting the "Member of the Month", and coordinating relevant events and opportunities for members outside of the organization.

§2.f. Vice President of Marketing: The Vice President of Marketing is responsible for creating and maintaining the organization's presence both on-campus and online in addition to advertising all the organization's events and projects. This includes: making graphics and fliers, managing social media accounts, maintaining the organization's official website, producing promotional items, working with committee project leads, coordinating advertising, and creating marketing plans.

§2.g. Community Liaison: The Community Liaison is responsible for building and maintaining relationships with other organizations both on-campus and in the Columbus

community. This includes: establishing long-term partnerships, assisting in coordinating collaborations, organizing volunteer opportunities, and managing correspondences with local organizations and individuals.

§2.h. Event Chairs: The event chairs are responsible for planning two projects pertaining to intersectional feminism and directing members in their execution. This includes: organizing events and projects with members, researching global gender equality issues within the scope of the committee, leading committee sessions during general body meetings, delegating project tasks, and creating and assigning project leads.

Article V- Membership: Qualifications & Categories of Membership

V.a. Advocates for Women of the World's voting membership is limited to currently enrolled Ohio State students. Other non-student members, such as faculty, alumni, etc., are permissible, but only as non-voting associate or honorary members. Additionally, as required by the Guideline for Student Organizations, 90% of membership must include current students.

V.b. To become a member, \$5 for the semester or \$10 for the academic year, must be paid to the Vice President of Finance upon or prior to attending four general body meetings.

V.c. In the event that meetings and events must take place virtually throughout one or more semesters, the membership dues may be removed as a requirement.

V.d. Members must attend three general body meetings a semester to maintain membership. Additionally, attendance of external events is strongly encouraged but not required.

Article VI- Election/ Selection of Organization Leadership

VI.a. Executive board members are selected by the election of members who have voting eligibility by both paying their membership dues as well as having attended two meetings prior to elections. Those who do not meet those requirements will not have their ballot counted.

VI.b. Elections are to be organized by executive members who are not running for re-election and are to be conducted in mid-February. For members to be eligible for election and put on the ballot, they need to have met the formal membership requirements as well as fill out a form declaring their intent to run by the designated deadline. No exceptions will be made for those who failed to complete the form in a timely manner.

VI.c. In the event that an executive position is vacant due to lack of interest or removal, the executive board may appoint and confirm a member by a three-fifths affirmative vote.

VI.d. After elections, the executive board will enter a transitional period that lasts from the time the results are announced until the new leadership term officially begins after returning from Spring Break. During this time, officer elects are required to attend two executive board meetings, meet with their predecessor, and shadow their pending position until the previous officer's term expires and their term takes effect.

Article VII- Methods for Removing Members & Executive Officers

VII.a. If a member engages in behavior that is detrimental to advancing the purpose of this organization, contrarian to this organization's mission or values, violates the organization's constitution, the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a three-fifths vote of the executive board members.

VII.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, excessive absences, failure to perform duties as outlined in *Article II, Sections 1 & 2*, or any behavior that is detrimental to advancing the purpose of this organization or contrarian to its mission and values, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. Upon being addressed for three or more infractions by the President and/or the Vice President, the Executive Board may initiate removal proceedings and upon a three-fifths affirmative vote the officer will be vacated from their position.

VII.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), the executive board may vote to temporarily suspend a member or executive officer.

Article VIII- Meetings & Events of the Organization: Required Meetings & their Frequency

VII.a. Executive Board Meetings: All executive members are required to attend an executive board meeting together once a week. These meetings are closed to non-executive members. Excessive absence from these meetings will result in an infraction and potential disciplinary action.

VII.b. General Body Meetings: These meetings occur every Wednesday for an hour. General Body Meetings focus on educating and raising awareness about a global gender equality issue. To facilitate this educational time, executive and general body members as well as members from other campus organizations volunteer to give "Tedtalks", which are short presentations on a topic that the speaker is interested in or passionate about.

Article IX- Attendees of Events of the Organization: Required Events and their Frequency

IX.a. Event chairs are required to plan and host at least two events each per semester. These events must align with our mission and pertain to a global gender equality issue within the scope of the committee. It is preferred that both of these events have a global focus or component, but it is permissible to do one event with a domestic emphasis per semester. It must be noted that deviation from the two-event-per-semester requirement is tolerated if the primary event requires a large amount of time and planning; this judgement is at the discretion of the President. Lastly, only one event per academic year may be a film screening.

IX.b. Members are only required to attend external events if they have a role in its execution or committed to volunteering their time. However, it is strongly encouraging that all members, but especially those who belong to the hosting committee, attend external events. Additionally, it is expected that executive members be in attendance at the majority of these external events when their schedule is permitting.

IX.c. Events are open to the public unless specifically stated otherwise.

IX.d. 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, mission, or values.

Article X- Advisor: Qualification Criteria

X.a. The organization's advisor need not be an active member as long as they can fulfill their duties as set forth by the University and give the organization appropriate approval and adequate support when necessary or requested.

X.b. Advisor must be a full-time member of the University faculty or Administrative and Professional staff.

X.c. Advisors must exhibit our values and be aligned with our mission.

X.d. Advisors must be able to be contacted easily and respond consistently.

X.e. Advisors must complete all administrative tasks required of them in a timely manner.

X.f. Advisors are encouraged but are not required to attend any meetings or events

Article XI- Method of Amending the Constitution: Proposals, Notice & Voting Requirements

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Amendments can include but are not limited to: executive position and committee creation and dissolution, procedural implementations, project guidelines and standards, and changes in executive and general body membership requirements and responsibilities. Upon initial introduction, the

proposed amendments should be read in the executive board meeting by the author or sponsor of said amendments. If the individual presenting the amendments can get someone to affirm the motion of the proposal it may be taken to a vote. If three-fifths majority in the affirmative is secured the motion has passed and the amendments will be installed within the week. The constitution should not be amended easily or frequently.

Article XII- Method of Dissolution of Organization

XII.a. Dissolution of this organization may only occur if there is no successive primary executive leadership or if ordered to do so by the University.

XII.b. In the event that dissolution is inevitable, the President will inform the Student activities staff and the VP of Finance will close all financial accounts, repay debts if necessary, and allocate any remaining assets to an organization of the executive board's choice whose values, and mission align with our own.