Constitution and By-Laws

Fisher International graduate students association (figsa)

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

Section 1: Name

1. The name of the organization will be Fisher International Graduate Students Association through the Fisher College of Business at The Ohio State University, hereafter referred to as FIGSA.

Section 2 – Purpose

1. The Fisher International Graduate Student Association primarily aims to provide a safe and welcoming environment for international graduate business students. FIGSA strives to help international students settle into life in the USA in an inclusive space whilst developing their global business perspectives. FIGSA also welcomes non-international students looking to expand their global business mindset. FIGSA will provide the opportunity for international students to build their networking skills and broaden their circle by interacting with other students, both domestic and international.

Section 3 - Non-Discrimination Policy

1. This organization shall not discriminate based on 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.
2. As a student organization at The Ohio State University, Fisher International Graduate Students Association, 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*

1. All who adopt the objectives of the association and abide by its rules are eligible for membership, according to the By-Laws.

*Article III – Methods for Removing Members and Executive Officers*

1. 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.
2. 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.
3. 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, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

*Article IV - Organization Leadership*

1. The organization shall elect from its membership persons to serve as the elected officers of the organization. Those officers are: President, Secondary Leader and Treasurer. The Secondary Leader and Treasurer positions may be combined to constitute one position (Secondary Leader/Treasurer) in the event that these offices cannot be filled by two persons. The president who held the previous term of office will automatically become the President ex-officio upon the election of a new President. This person will remain in this office as a member of the Executive Committee until the election of another president, at which time the serving President will assume this position. The Executive Committee will be responsible for appointing the Advisor.

*Article V- Election / Selection of Organization Leadership.*

1. Procedure for Disciplining/Removal of Officers – The procedure for the discipline and removal of officers from FIGSA will in the interests of fairness and democracy include all offenses meriting expulsion of members. All members/officers facing discipline/expulsion will be dealt with by an inquiry from remaining club officers who will vote by written ballot for said action.
2. Resignations – Any officer of FIGSA who intends to resign will allow two weeks notice for the club to find a replacement.
3. All officers will be voting members.
4. Officer Transition – Elections must be held at a minimum of 3 weeks before the end of classes during the spring semester to allow time for training of the new officers.

*Article VI - Executive Committee: Size and composition of the Committee.*

1. FIGSA’s Executive Committee will consist of the President, Secondary Leader, Treasurer and Advisor. represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. In many organizations, this Committee is comprised of the organization leaders, chairpersons of the standing committees, and sometimes ex officio positions from related student organizations.

*Article VIII – Advisor(s) or Advisory Board: Qualification Criteria.*

1. FIGSA shall have a University Advisor who shall be a full- or part-time member of the University faculty, staff, or administration. The University Advisor shall be selected by the Executive Board.

*Article IX – Meetings and events of the Organization: Required meetings and their frequency.*

1. There shall be at least one general meeting per semester. Meetings will be notified through email to members at least one week ahead of time. The Executive Board members will meet once every two weeks.

*Article X – Attendees of Events of the Organization: Required events and their frequency.*

1. 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.
2. Attendance at all or 50% of events hosted may be required for membership each academic term except for summer.

*Article XI – Method of Amending Constitution: Proposals, notice, and voting requirements.*

1. Proposals: All proposals must be submitted in writing to FIGSA at least 10 days before a vote may take place.
2. Notice: The text of a proposed amendment shall be made available to all members at least 5 days prior to voting. It must also be read at the general body meeting in which the vote is to take place.
3. Voting requirements: A quorum of at least 50%+1 of the total active members of FIGSA must be present at a general body meeting in order to vote on any proposed amendments. At least two-thirds of the voting members present at the voting meeting must approve a proposed amendment.
4. All amendments become effective immediately unless otherwise noted in the approved amendment proposal.

*Article XII – Method of Dissolution of Organization*

1. Upon the dissolution of FIGSA for any reason, all work, funds, and property controlled by the organization will be transferred to The Ohio State University or to an organization that models the organization’s purpose.
2. The Advisor and executive officers of the student organization will oversee the dissolution process.

**By-Laws**

*Article 1 – Parliamentary Authority*

1. The rules contained in the constitution shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

*Article II- Membership*

1. Applicants will submit a completed membership application provided by FIGSA which will be processed by a member of the Executive Committee following its receipt. Inclusion on the official membership roster will constitute membership. This roster (membership database), as kept by the Executive Commitee, is the basis for voting authority in the Association.
2. Application for membership shall be approved by a 2/3 majority vote of the Board. The Board shall not accept into membership any person whose character, reputation or conduct would make him or her, in its opinion, an undesirable member. Furthermore, any person may be removed from membership for any of the above reasons if so, determined by a two-thirds vote of the Board.
3. A member in good standing is defined as one who is current in his/her dues and abides by the constitution, bylaws and policies of the association

*Article III- Election / Appointment of Government Leadership*

1. The Executive Committee shall constitute the nominating committee for all elections, and shall, propose a slate of nominees for the general elections. The term of office shall be one year. The term of office will commence at the next first meeting.
2. The nominee who receives the greatest number of votes will be elected. In the event of a tie the resolution shall be the responsibility of the current Board.

*Article IV- Executive Committee*

1. President – The President of FIGSA will be enlisted with the duties of calling and running meetings and handling daily affairs. The President will be responsible for registration of the FIGSA and be charged with all paperwork concerning the continuation of the organization. The President will promote upcoming events and assist members in registering and gaining support through FIGSA. The President will also be responsible for working together with the Secondary Leader to coordinate meetings and events.
2. Secondary Leader – the Secondary Leader of FIGSA will serve the role of President in any event the President is absent, unable to serve the duties of President, or resigns post as President. The Secondary Leader will help in promoting events and assisting members along with coordinating meetings.
3. Treasurer – The Treasurer of FIGSA will be responsible for all group expenditures and revenues. The treasurer will be responsible for collecting and maintaining records of membership dues. The Treasurer shall write all checks for the purpose of the organization. The Treasurer will be responsible for requesting funds from the allocation board and will be assisted, when necessary, by the President.

*Article VI - Advisor/Advisory Board Responsibilities*

1. The role of the FIGSA Advisor will be fulfilled by a full-time staff or faculty member of the Ohio State University at the Fisher College of Business. They will be responsible for the oversight of all aspects of FIGSA.

*Article VII - Meeting Requirements*

1. There shall be one Annual Meeting of the FIGSA membership. Other membership meetings may be called by the President or the Board. Twenty-five active members constitute a quorum for all meetings of the membership.

*Article VIII - Method of Amending By-Laws*

1. By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at the next general meeting with a 2/3 majority vote of the membership present (a quorum being present).