Cultural Awareness, Respect, and Equity Rx (C.A.R.E. Rx) Constitution

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

Section 1: Name: Cultural Awareness, Respect, and Equity Rx

Section 2 - Purpose: C.A.R.E. Rx is a student-run organization committed to promoting an academically enriching and supportive environment, allowing all students of the College of Pharmacy to feel welcomed and appreciated regardless of their background. We aim to recognize, respect, and value people’s differences in hope that all members are able to achieve their full potential by promoting an inclusive culture for all students. We are committed to helping non-native and native English speakers practice and improve their professional conversation skills in English through health and academic topics essential for the pharmacy profession. Pharmacy education has shown that students who learn as part of a diverse student body are more inclined to care for patients from diverse backgrounds than are those graduating from less diverse institutions. For this reason, we believe diversity at The Ohio State University College of Pharmacy will create well – informed leaders and optimize their ability to provide health care for all.

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*.*

**Article II - Membership: Qualifications and categories of membership.**

Voting membership is limited to currently enrolled Ohio State students. Others such as faculty and graduate students are encouraged to become members but as non-voting members.

**Article III - Organization Leadership.**

Organization leaders represent the Executive Committee and general membership and are elected or appointed from the ranks of the organization’s voting membership. All Executive Committee members will hold one-year terms of office.

President: As President, one must preside and set the meeting agendas, delegate tasks, oversee all organizational actions, and work with the secretary to assign conversation partners. The President must be a representative of C.A.R.E. Rx to the Pharmacy and The Ohio State University community.

Vice President: As Vice President, one must assume the duties of the President in his or her absence, direct Constitutional updates and revisions, assist election of officers, represent organization at official functions and perform other duties as directed by the President.

President-Elect: As President-elect, one is responsible to shadow the current President to learn their roles and responsibilities.

Treasurer: As Treasurer, one must collect all organizational finances, keep a record of all organizational funds, coordinate food arrangements and reserve rooms and associated technology needs for all C.A.R.E. Rx meetings.

Community Outreach: As the officer, one must preside over public relations, be accountable for membership records, new student member applications, and advertisement for the organization. Manage the C.A.R.E. Rx Carmen and social media websites, announce weekly conversation topics, archive topics and documents about communication, announce events and/or meetings, and weekly conversation topics.

Secretary:As Secretary, one must prepare the organization’s calendar of events, take and distribute meeting minutes, distribute meeting agendas, handle all official correspondence of the organization, coordinate organization elections, and keep a record of activities of the organization, and work with the President to assign conversation partners.

P1 Liaison: As the P1 Liaison, one must serve as mediator between the executive board and the P1 class, convey announcements to class mates, promote membership drive, attend all executive board meetings, handle sale of promotional supplies and keep executive board up to date with class and exam schedules.

**Article IV – Method of Selecting and/or Removing Officers and Members.**

Office Position Selection: Executive Committee positions will be selected through voting each Spring Semester. Candidates will submit their letter of intent and Curriculum Vitae (CV) to the current President-elect for distribution and review by the Executive Committee. Members may apply for a consecutive term, or a different leadership position, but must re-apply and may not vote on that position.

**General Membership Selection**: Students should submit an application to the Marketing Chair for review and distribution to the Secretary and President. Partners will be selected by the Secretary and President, taking into consideration student interests, goals and schedules.

Removing Officers and Members: General members and elected or leaders will conduct themselves in a way that reflects well on the organization, and meet roles and responsibilities for elected leaders. In the event that a member or leader does not meet those expectations, the organization objectively consider the member’s or leader’s probationary membership status or removal from the organization through **Executive Committee meeting**. The Executive Committee meets to discuss issues or concerns, brings the member or leader to the meeting to address the situation, and makes a collective decision regarding their continued involvement in the organization (Note: the organization’s non-discrimination policy should protect members from removal based on those listed statuses).

**Article V – Advisor Qualification Criteria.**

The faculty advisor for C.A.R.E. Rx will be a member of the University faculty or Administrative & Professional staff. They are responsible for providing support and guidance as needed.

**Article VI – Meetings of the Organization**.

 The ideal frequency of conversation partner meetings is weekly, allowing for flexibility with schedules and academic workload. Two meetings for the Executive Committee members are required each academic term except for summer. At least one general meeting with all C.A.R.E. Rx members will be held.

**Article VII – Method of Amending Constitution.**

Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, and then posted online for general voting members to vote on the proposal. Approval should require majority of voting members approval. The constitution should not be amended easily or frequently.

**Article VIII – Method of Dissolution of Organization.**

C.A.R.E. Rx will dissolve if all active members agree the organization will no longer continue through a vote. If the C.A.R.E. Rx organization dissolves, the current president under the leadership of the faculty advisor will contact OSU Student Life for guidance on return of assets and management of debt.

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