

The Ohio State University Student Organization  
EmpowHER Constitution

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

*Section 1- Name:* The name of the organization is EmpowHER.

*Section 2- Purpose:* The purpose of this organization is to provide girls and nonbinary students the opportunity to lead and thrive, providing them the tools to become change-makers in their communities. EmpowerHER mentors disadvantaged youth within our Columbus community, helping them grow into resilient, successful, and confident leaders. Through teaching them skills such as goal-setting, problem-solving, and public speaking, the girls will learn to find their voices and develop a sense of empowerment. By participating in EmpowHER, students will learn to support one another and build a community of confident young leaders. This organization also holds general body meetings in which individuals who do not facilitate are able to participate in personal and professional development events.

*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.

As a student organization at The Ohio State University, EmpowHER 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](mailto:titleIX@osu.edu).

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

As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and the Executive Committee are able to make decisions regarding the membership of the community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

**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 (including at least one previously elected officer currently serving as an advisory officer) in consultation with the organization's advisor. This vote will take place after one warning and a formal meeting with the elected officer and the executive board. If the removed official is the president or treasurer, then an elected official will assume the president or treasurer role and a member will be elected to fill the role vacated by the elected official. A new officer will be appointed by the remaining officers.

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), {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: Titles, terms of office, type of selection, and duties of the leaders.**

The positions of this organization's leadership and the roles/duties of each are listed below:

President (Primary Leader)— key visionary leader, determines goals and vision for the organization in accordance with the organization's purpose and objectives, serves as the main representative of the organization to the community, runs and schedule leadership team, delegate tasks to executive board, communicate with nonprofit organization, central communicator between organization and schools in Columbus, responsible for all documentation and forms and the confidentiality of them, handle any issues that come up with the organization, determine schedule and groups for facilitators (members who go to schools in Columbus), maintain contact with advisor, respond to daily emails.

Treasurer—set financial goals for the organization, organize fundraiser events, monitor bank account and funds, monitor spending, responsible for reimbursements and documentation related to funds, and any task the president delegates.

Meeting Coordinator—responsible for planning meetings and any supplies needed for them, meeting should be personal and professional development-oriented, send weekly email to organization members, complete tasks the president delegates. Advisor—The advisor responsibilities are described in another article of the constitution. The advisor serves for two years and is determined by the executive board. The secondary leader is determined by the executive board. The officer in the social event position or meeting coordinator position who has shown more consistency and effort put into the organization as well as who the president believes has the most time and best work ethic to be the most helpful to them will be the secondary leader. This can be changed.

Elected officers will serve one full year (spring, summer, and fall). Their terms begin in the spring semester and end at the end of the next spring semester. Advisory board officials will help the current executive board with any questions or concerns they have in order to ensure a smooth transition and success of the club.

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

The election will take place during spring semester and the transition to the new exec will occur at the end of spring semester. Executive board officials are expected and required to fully and successfully train the newly elected board members in their duties, expectations, and any information they need to run the organization. Elections will take place at a mandatory meeting during spring semester. Members who have facilitated at a school at least one semester, have not missed more than 1/3 of meetings or facilitations, have shown interest in leadership opportunities, and have put a constituent effort into the organization are eligible for election. Members will be self-nominated. At the election meeting, running members will tell the body why they are interested and qualified for the position. The members will then vote anonymously. The executive boards' vote and opinions will be considered extensively in the results, especially regarding qualifications that are not easily measurable (meeting attendance, effort, and interest in leadership opportunities, etc.) The results of the body vote as well as the votes of the executive board will determine the elected officials and the executive board will announce the results via email and at the next meeting.

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

The Executive Committee consists of the executive board and advisory officials. After the year term, elected officials will serve as advisory officials for the new executive board for at least one semester (spring) and at most the full term of the new executive board. Advisory board officials will help the current executive board with any questions or concerns they have in order to ensure a smooth transition and success of the club.

#### **Article VII – Standing Committees (if needed): Names, purposes, and composition.**

If needed, committees can be formed to assist the executive board members. The Fundraising Committee and Social Media Committee are able to assist the executive board members

(treasurer and social coordinator) with planning and organizing fundraising and personal/professional events.

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

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. The advisor of this organization is expected to maintain communication with president (monthly meetings are suggested), help the executive board communicate with the nonprofit organization, help resolve conflicts or concerns of the executive board, complete their portion of training and registration. Article IX – Meetings and events of the Organization: Required meetings and their frequency. There will be three or four mandatory general meetings each semester, one at the start, one at the end, and one or two in between determined by the executive board. There will also be a mandatory training for facilitators. Facilitation meetings (when facilitators go to schools each week) are mandatory. If facilitators miss more than 2 facilitation meetings, they will no longer be able to facilitate unless the absences are excused. Excused absences include illness, family emergency, exam, or unexpected work conflict. Additional meetings and events will take place throughout the semester, and attendance is optional. However, attendance at meetings and events even when they are not mandatory will be considered regarding members eligibility for election to the executive board.

**Article X – Attendees of Events of the Organization:** Required events and their frequency. This 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 XI – Method of Amending Constitution: Proposals, notice, and voting requirements.**

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at two general meetings and the general meeting in which the votes will be taken, and require a threequarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

**Article XII – Method of Dissolution of Organization**

Should the dissolution of this organization occur, any funds in the bank account should be given to another student organization that supports the goals and purpose of this organization as determined by the membership body. Funds should not be dispersed to members of the organization under any circumstances. The bank account should be closed.