**Chinese Buckeyes Football Club (CBFC) Constitution**

3rd revision by Ben (President) Nov 8th, 2022

**Article 1: Name, purpose and non-discrimination Policy of the organization**

1. Name of the Organization:

Chinese Buckeyes Football Club (Abbreviated Name: CBFC)

1. Purpose:

• Provide very needed opportunities of physical activity

• Host various training sessions/tournaments and workshops for friendship, social networking, and health benefits

• Enhance the Ohio State University’s global leadership and promote ethnic diversity through group meetings, community services and global trips

1. Non-discrimination Policy:

As a student organization at The Ohio State University, CBFC does not discriminate 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 2: Leading group titles and duties**

Council Meeting System: Regular meetings, held by council every week, include summarizing department work, preparing for next phase, putting forward personnel changes.

* President: (Ben Liang):
* Complete and manage registration for organization
* Coordinate meetings and events
* Public face and external representative
* Primary contact for, and correspond on behalf of, student organization
* Communicate with organization members, officers, and advisor
* Provide vision and set goals for the organization
* Help manage conflicts
* Identify and prepare future leaders
* Ensure good morale and team building
* Provide organizational leadership
* Secondary Leader: (Jeremy Sun)
* Assist President and deal with the relationship between president and other members
* Be responsible in the cooperation project with other club and social organizations
* Advisor: (Xinru Zheng)
* Primary resource for the organization
* Provide continuity, perspective, suggestions, and advice
* Meet with officers
* Approve organization’s registration, funding requests, and goals
* Treasurer and Marketing Director: (Qingyang Liu)
* “Treasurer” = I know stuff about money
* Set example with how organization funds are managed, used and reconciled
* Steward student money
* Promote financial wellness
* Request all funds
* Keep detailed records
* Collect dues (if applicable)
* Participate on the Executive Board

**Article 3: Membership: Qualifications and categories of membership**

1. Membership in CBFC shall be mainly open but not limited to Chinese students, according to the non-discrimination policy, at all times.
2. General Membership:

* Any person submits an application to CBFC and attends our regular meeting is considered as a formal general member in CBFC. Attendance should be more than 75% of the meetings for the whole semester. Members with less than 75% attendance will be removed as general member from the club.
* Privileges and Rights includes, but not limited to, voting and standing for election, participation in any organization activities, suggestion and supervision of organization work, and initiation and quitting voluntary.
* Obligation includes, but is not limited to, implementation of organization accords and active participation in organization activities.

C. Official members

Official Member Benefit:

1. Opportunities for special events.

2. Opportunities to apply for a new leader position

3. Special gift as reward for outstanding member

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 Executive Committee are able to make decisions regarding the membership of 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 4: Leader selection process**

1. Election of organization will be completed by the end of the third month of Autumn semester. The main content is the election of leading group.
2. Applicants are required to report their work plan for the future in the general conference of election. All members have the rights to vote and the current leading group votes weight 60% of the total outcome.
3. One month after the general conference of election, the former council begins to evaluate the abilities of the new council or individuals. If there is no problem with the new council or individuals, the organization will announce the establishment of the new leading group and report the name list to the Ohio State University.

**Article 5: 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), {00312468-1} the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

**Article 6: Assets Management, and Using Principles**

1. Source of Funding

* Operating Funds

All organization is eligible for the same level of Operating Funds ($200each year)

* Programming Funds

Your Active status determines your available levels of Programming Funds ($2000 for New/Re-established or $3000 for Established each year)

* Fundraising & Sponsorship
* Donation for Charity Activities

1. This organization’s funds must be used for the activity related to the development of this organization.
2. This organization establishes strict financial management system, and ensures the legitimacy, authenticity, accuracy, and integrity of the fiscal materials.
3. Treasurer should submit a financial report to the leading group every semester and when personnel changes.
4. No units or individual shall encroach, embezzle, and misappropriate the organization’s assets.
5. Upon dissolution, the assets and debts are the responsibility of the treasurer.