Big Buckeye Lil’ Buckeye Constitution

*Article 1*

**Section 1**

From this point going forward, the student organization being formed, as of the seventeenth day of September in the year two thousand and ten, will hereby be known as Big Buckeye Lil’ Buckeye – using the acronym BBLB.

**Section 2**

BBLB will serve as a liaison between The Ohio State University student body and the Asian American Community Services (AACS) after-school program, Healthy Asian Youth (HAY). The student organization will empower Ohio State students by giving them the ability to develop leadership, networking, cultural diversity, and fundraising in a socially constructive setting. The ultimate objective is to provide AACS’s HAY after-school and summer program with the resources and mentors to cultivate an environment of academic and social accomplishment in an underserved community.

**Section 3**

BBLB and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

**Section 4**

Abuses including any actions, activities, or situations intentionally created to produce unnecessary and undue mental and physical discomfort, humiliation, harassment, ridicule, excessive fatigue, interference with scholarship or personal lives, or exposure to situations wherein one’s physical or mental well-being may be endangered will not be tolerated. These abuses include but are not limited to hazing.

*Article 2*

There will be three levels of activity within the student organization.

Volunteer: A volunteer is any person, OSU student or not, willing to donate their time, efforts, or supplies in order to advance the purpose of the organization. Volunteering may take the shape of spending time at the after-school program, attending campus meetings, or contributing attendance or labor to awareness-raising and fundraising events. Volunteers often perform more than one of the listed services to the organization.

Member: Members of BBLB are those volunteers who are current students at The Ohio State University. Members need only provide their university dot-number to be listed on the roster and considered active members. Members will be bestowed the authority of one vote in any matters brought before the general body.

Officers: BBLB’s officers are those members appointed or elected to a role handling specific, essential responsibilities for the organization. Each officer is bestowed the authority of one vote in all matters brought before the organization. The President is bestowed the authority of one additional vote. In the case of a tie, the President may enact the additional vote in order to break the tie.

*Article 3*

**Section 1**

Officer terms are for one full year of service, beginning in the summer and extending through two 15-week semesters. If there is a general body capable of supporting elections, they are to be held during March each school year and all announcements for candidacy must be presented to the organization, in writing, by the first day of the month. All elections are settled by winning the majority of the votes.

If BBLB does not have the general body membership to support an electoral process, students may apply for officer positions by submitting a résumé. Afterward, students may be appointed to officer positions if the current officers unanimously accept their application. If officer positions are vacated at any point during the year, members may be appointed to officer positions with unanimous officer consent to serve out the term until the end of the year.

**Section 2**

BBLB officer positions are as follows:

President:          Duties are to include, but are not limited to: presiding over all meetings of the organization; obtaining appropriate facilities for organization activities; preparing and filing any reports required; maintaining contact with all affiliated organizations, advisers, alumni, and committees; overall management of the organization and its officers; remaining fair and impartial during organization decision-making processes; breaking all tie votes by suspending or enacting the additional vote bestowed upon them.

Vice President: Duties are to include, but are not limited to: assuming the duties of the President as needed; coordinating organizational recruitment efforts; preparing and filing any reports required; handling officer orientation and training; representing the organization at all official functions; presiding over officer transitions and additions.

Secretary:          Duties are to include, but are not limited to: keeping a record of active participants of the organization; keeping a record of all organizational activities; taking and distributing notes from each meeting; co-operating with the President to prepare meeting agendas and ensure all meetings run in a timely fashion; preparing and filing any reports required; handling official correspondence for the organization; collecting and distributing physical and electronic mail.

Treasurer:          Duties are to include, but are not limited to: managing the bank account; preparing and maintaining the annual budget; organizing fundraising events; overseeing any and all auditing; preparing and filing any report required; paying organization bills/debts; requesting funds from the Council on Student Affairs and other funding parties.

Events/Social Chair: Duties are to include, but are not limited to: communicating with other organizations’ members to recruit volunteers and collaborate on events; building partnerships on campus by serving as a liaison between this organization and other student organizations; serving as a liaison between this organization and any off-campus parties, including businesses and service organizations; planning volunteer recruitment opportunities; helping to locate fundraising opportunities with local businesses; operating all social media accounts affiliated with BBLB.

The first four officer positions are essential positions for directing the organization, pursuing funding, and maintaining strong communication inside and outside of the executive board. These positions will lend themselves to members with a lot of experience in and familiarity with the HAY-U organization and HAY after-school program.

The last officer position is important for building relationships with other organizations, hosting well-organized and productive events, and improving the after-school program directly. This position offers a great opportunity for members with the initiative to contribute to the organization to learn their way around the many responsibilities that operating the student organization entails.

It is the intention of this organization that, when possible, the four primary positions should be appointed or elected from within the current executive board. Promotions of current officers to roles of greater responsibility will ensure that our executive board rests in the hands of members who are familiar with the organization and the way it operates.

*Article 4*

No Executive Committee is currently needed for the organization.

*Article 5*

**Section 1**

A Standing Committee will be created to support the organization, particularly its officers, with any and all affairs requested. Persons are only to be added to the Standing Committee by a unanimous officer vote. All candidates must present a formal declaration of interest, in writing, to the officers ***and*** must have previously been a member of BBLB ***or*** a current AACS employee. The Standing Committee is limited to three active members at any given time.

**Section 2**

There is no Standing Committee operating at this time.

*Article 6.*

**Section 1**

In the event that an officer is no longer able to serve in the position due to extraneous circumstances, through no fault of their own, such as graduation, medical, family, or other reasons, the remaining officers can appoint an interim replacement by a simple majority vote or assume the responsibilities themselves. At the end of the current fifteen-week semester said officer will step down and another election is to be held if possible. The new officer will serve out the remaining term and elections will be held in March.

**Section 2**

In the event that an officer is not fulfilling their duties, has blatantly wronged the organization through a heinous activity of theft, property damage, disregard for the rules set forth in this Constitution or by The Ohio State University, or some equivalent action, the officer can be removed from the position. The other officers must first call an officer meeting to discuss the issues. A unanimous decision by the other officers will remove the officer in question from the position immediately. If no resolution can be made, a majority vote will escalate the issue to the organization’s advisor. The advisor will review the case as an independent board and offer a verdict, in writing, to the officers. This verdict is final and immediate. Review Section 1 of Article 6 for the process of appointing and electing a replacement.

**Section 3**

Members and Volunteers that have blatantly wronged the organization through a heinous activity of theft, property damage, disregard for the rules set forth in this Constitution or by The Ohio State University, or some equivalent action, can be prohibited from participating in future events and possibly expelled from the organization. The officers will take a majority vote and offer a verdict, in writing, to the member. This verdict is final and immediate.

*Article 7*

The Advisor for the organization is Jimmy Cowan. Jimmy will serve as a liaison between The Ohio State University and BBLB, assisting with informational and planning needs.

*Article 8*

Officer meetings are to be held at least once every two weeks and must last at least half an hour. Meetings will be held at the Ohio Union. If a different meeting area is required then the next meeting time and location are to be determined at the current meeting.

*Article 9*

In order to amend the Constitution a formal proposal must be presented by an officer, in writing, to the rest of the executive board. The proposal will then be added to the docket for the next meeting where an explanation will be given by the proponent of the amendment. At the meeting of the proposal, the floor will be open to any members or officers who wish to state a case for or against the amendment or offer suggestions for changes. At the end of said meeting, following an open discussion, the officers will vote on the proposal needing a simple majority in order to pass the amendment.

*Article 10*

In the event that the Healthy Asian Youth after-school program ceases to operate, the organization enters irrecoverable debt, or membership is reduced to fewer than three members, the remaining officers and Standing Committee reserve the right to dissolve the organization. A unanimous decision is needed by both the Standing Committee and remaining officers. If the organization is decided to be dissolved, the officers and Standing Committee will settle all debts the organization owns. Any remaining assets will be given to Asian American Community Services in the form of a donation.

*Amendments*

9/22/2014: The constitution was updated for several reasons: to accurately reflect the operations of the organization, to clarify the purpose and policies of the organization, to update Article 7’s listing of advisor, to redirect the purpose of the Standing Committee, and to fulfill the university’s new anti-discrimination clause policy.

10/24/2022: Our club prohibits discrimination 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 basis in accordance with [Student Organization Registration and Funding Guidelines](https://activities.osu.edu/posts/documents/student-organization-registration-guidelines-updated-may-2021.pdf).

9/26/2023: The constitution was updated to accurately reflect the operating officer positions in Article 3 Section 2, to accurately reflect the lack of a current Standing Committee in Article 5 Section 2, and to update our advisor in Article 7.