

The Constitution of
The Ohio State University
Ho'ike o Hawai'i

Article I – Name, Purpose, and Non-Discrimination Policy

Section 1: Name

The name of this organization will be Ho'ike o Hawai'i at The Ohio State University.

Section 2: Purpose

Ho'ike O Hawai'i serves to promote fellowship among students from Hawai'i and students interested in the culture of Hawai'i at Ohio State. We strive to create an awareness, understanding, and appreciation of the local and Native Hawaiian culture within the university community.

Section 3: Non-Discrimination Policy

The 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.

Section 4: Title IX

As a student organization at The Ohio State University, Ho'ike O Hawaii 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

Article II – Membership

Membership is open to all current students interested in Hawaiian culture. Other Ohio State faculty, alumni, and professionals, etc. May become members but only as non-voting or honorary members.

Article III – Removal of Members and Executive Officers

Section 1: Removing Members

If a member engages in behavior that reflects negatively on Ho'ike o Hawai'i, damages the pursuit of its purpose, violates Ho'ike o Hawai'i'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.

Section 2: Removing Elected Officers

Any elected officer may be relieved of their position if they are: found in violation of the constitution or by-laws, failing to perform duties, or meet any of the criteria for member removal. The removal of an officer requires a majority vote of the other officers in consultation with Ho'ike o Hawai'i's advisor.

Section 3: FERPA

If a member or officer removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot be shared with members, the officers may vote to temporarily suspend the member or officer in question.

Article IV – Organization Leadership

Section 1: President

- Is responsible for the overall operation of Ho'ike o Hawai'i
- Will preside over all general and executive meetings
- Represent the organization at university functions
- Communicate with fellow officers and the advisor
- Oversee officer and member functions

Section 2: Vice President

- Assist the president
- Manage tasks of officers
- Reside over general and executive meetings in absence of the president
- Represent the organization at university functions in absence of the president

Section 3: Treasurer

- Maintain a bank account for the organization
- Oversee all monetary transactions including paying bills, collecting dues, etc.
- Prepare a budget and financial report
- Lead organization fundraising
- Maintain tax information and audit

Section 4: Secretary

- Take minutes of each officer meeting
- Book meeting and event rooms
- Maintain a calendar for upcoming events
- Communicate information to all members as requested by officers
- Oversee the maintenance and preparation of formal paperwork
- Oversee all relevant Ho'ike o Hawai'i's social media accounts

Article V – Election

The election will take place in the middle of the spring semester. Ballot elections will be held for the above positions. New positions may be offered and fulfilled if needed. All members are eligible for any of the officer positions except for President. A candidate must have been an officer for at least one year before being considered for an executive role, unless there are no other options for president. Appointments will go into effect before the upcoming fall semester. All former officers must ensure a smooth transition for the rising officers.

Article VI – Executive Committee

The Executive Committee is comprised of all elected officers of Ho'ike o Hawai'i. They represent the general membership and conduct business of the organization between general meetings and report their actions at general meetings.

Article VII – Standing Committees

Committees may be created to serve the organization as the Executive Committee deems necessary. Committee responsibilities will be determined by the Executive Committee based on the needs of the organization.

Article VIII – Advisor

Advisors must be full-time members of the University faculty or Administrative & Professional staff. The advisor shall assist Ho'ike o Hawai'i in fulfilling its purpose and the requirements of The Ohio State University.

Article IX – Meetings

Section 1: General Meetings

The Executive Committee shall determine the number of regular meetings held and shall distribute a schedule of those meetings.

Section 2: Special Meetings

The President or Executive Committee may call a special meeting.

Section 3: Membership

Attendance of one meeting and the expression of continual interest is required for membership.

Article X – Attendees of Events

Ho'ike o Hawai'i reserves the right to address members or event attendee behavior if said member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution, the Code of Student Conduct, university policy, or federal, state or local law.

Article XI – Amending the Constitution

Active members or officers may propose amendments to the Ho'ike o Hawai'i constitution in writing at a general meeting or in an email to the Executive Committee. The Executive Committee will review the proposals. A majority vote by the Executive Committee members present is required to pass the amendment. Changes to the Constitution must be consistent with the Constitution and By-laws of the club.

Article XII – Method of Dissolution of Organization

Dissolution must be agreed upon by the entire Executive Committee and voted upon by the current active membership. A unanimous vote is required for the dissolution of Ho'ike o Hawai'i.

By-Laws of
The Ohio State University
Ho'ike o Hawai'i

Article I – Parliamentary Authority

The rules contained in the Ho'ike o Hawai'i Constitution shall govern Ho'ike o Hawai'i in all cases in which they are applicable, and in which they are not inconsistent with the by-laws of the organization. Decision making in the organization shall be based on the opinion of the majority though the minority will be heard.

Article II – Membership

Membership is open to all current students, alumni, faculty, and professionals interested in Hawaiian culture. Active members will have attended one meeting and show continued interest in the organization and its purpose.

Article III – Election

Section 1. Elections will be held in the middle of the spring semester. Ballot elections will be held for President, Vice President, Treasurer, and Secretary positions. All members (non-officers) are eligible to run for any officer position except for President. Those running for the President position must have held an officer position in the organization the previous year. Appointments and their responsibilities will be assumed the following fall semester. All former officers will ensure a smooth transition for rising officers and continue to promote community within Ho'ike o Hawai'i.

Section 2. Members exhibiting behavior detrimental to the message of Ho'ike o Hawai'i, Ho'ike o Hawai'i's constitution or by-laws, violates the university's Code of Student Conduct, university policy, or federal, state, or local law, the member may be removed through a majority vote of the officers. If said member(s) are interested in joining the organization the following year, they must meet with the executive board to approve their reinstatement.

Article IV – Executive Committee

Section 1. The Executive Committee is comprised of all elected officers of Ho'ike o Hawai'i. They represent the general membership and conduct business of the organization between general meetings. Meetings of the Executive Committee can be called by the President or any of its members.

Section 2. Executive Board members exhibiting behavior detrimental to the message of Ho'ike o Hawai'i, Ho'ike o Hawai'i's constitution or by-laws, or violates the university's Code of Student Conduct, university policy, federal, state, or local law, may be subject to impeachment.

Section 3. If officer impeachment proceedings are deemed necessary, a majority vote by the remaining executive board members will lead to impeachment and removal from the organization. If said member(s) are interested in joining the organization the following year, they must meet with the executive board to approve their reinstatement.

Article V – Standing Committee

Committees may be created to serve the organization as the Executive Committee deems necessary. Committee responsibilities will be determined by the Executive Committee based on the needs of the organization.

Article VI – Advisor

Advisors must be full-time members of university faculty or administrative and professional staff. The advisor shall assist Ho'ike o Hawai'i in fulfilling its purpose and the requirements set forth by the university.

Article VII – Meeting Requirements

Attendance of one meeting and the expression of continual interest is required for membership. At meetings, members are expected to be respectful of their peers and follow relevant guidelines per Ho'ike o Hawai'i's constitution and by-laws and the university Student Code of Conduct.

Article VIII – Method of Amending By-Laws

Active members or officers may propose amendments to the Ho'ike o Hawai'i by-laws in writing at a general meeting or in an email to the Executive Committee. The Executive Committee will review the proposals. A majority vote by the Executive Committee is required to pass the amendment. Changes to the By-laws must be consistent with the Constitution and By-laws of the club.