

CTRL + *Paint*

I. ARTICLE I - Name, Purpose, & Non-Discrimination Policy of the Organization

A. Section 1 - Name

1. CTRL + Paint

B. Section 2 - Purpose

1. CTRL + Paint aims to provide a safe drawing space for all digital artists and painters and to promote art through service and fundraisers in the community. Each weekly meeting will have an optional skill challenge (ex: anatomy, color theory, composition) and we will bring in speakers (graduate students, club members, and artists from the community) to do short lessons on the weekly topic. Our goal is to improve our artistic skills as a community through peer feedback while also providing a place to freely paint and meet other artists. Additionally, while improving our own artistic abilities, we will give back to the community through art sale fundraisers and art volunteer programs at schools, hospitals, and nonprofits. In essence, we are proponents for art equity and representation. Everyone should have the opportunity to be artistic.

C. Section 3 - Non-Discrimination Policy

1. CTRL + Paint 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.
2. As a student organization at The Ohio State University, CTRL + Paint 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://titleX.osu.edu> or by contacting The Ohio State Title IX Coordinator at titleX@osu.edu.

II. **ARTICLE II - Qualifications of Membership**

A. Section 1 - Membership

1. Membership shall be open to any student enrolled in The Ohio State University.
2. Active membership is gained by attending at least one meeting during the semester of interest and by paying the organization membership fee. Active members are not required to attend all meetings, rather meetings can be attended at leisure as long as membership fees have been paid.
3. Non-active members can only attend up to two meetings before being required to pay the membership fee to continue attendance.

B. Section 2 - Member Benefits

1. Active members will have the opportunity to attend meetings, volunteer for club opportunities as they arise, vote on executive officers and meeting themes (as further outlined in Article II Section 3), and participate in club events.

C. Section 3 - Voting

1. Voting for club officers will only be opened to active members (as defined in Article II Section 1).

D. Section 4 - Non-Discrimination Policy

1. This organization and its members shall not discriminate against any individual(s) for reasons of age, ancestry, 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 guidelines set by The Ohio State University. Any violation of this policy will result in disciplinary action from the club.

III. ARTICLE III - Methods for Removing Members and Club Officers

A. Section 1 - Member Removal

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.

B. Section 2 - Officer Removal

1. 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.

C. Section 3 – Special Circumstances

1. 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), the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

IV. ARTICLE IV – Organization Leadership

A. Section 1 – Leadership Eligibility and Voting Process

1. Eligibility for club offices and the election process is outlined in Article V

B. Section 2 – Offices

1. *President*: Club president duties will include overseeing and giving direction to the other club officer positions, organizing meetings and events, and working closely with the club advisor. The club president will also be the primary representative of the club (for both internal and external events) and serve as the main contact point for the organization.
2. *Treasurer*: The treasurer will be responsible for creating and maintaining the club budget as well as handling membership fees. They will also track expenses/earnings of the organization and procure supplies for club meetings and events.
3. *Secretary*: Secretary duties will include maintaining a calendar of club meetings, events, and due dates. They will also monitor the organization email. The secretary will also work with the treasurer to maintain a log of club-owned supplies and keep records of active members.

C. Section 3 – Special Offices

1. *Vice President:* The vice president will be the stand-in for the club president in the event the president is unavailable for a meeting or event. The vice president will also generally assist the president in their duties and is also expected to assist the other officers in their duties as necessary.
2. *Public Affairs:* The public affairs officer will be in charge of posting on club social media pages and sharing information and enthusiasm about the club through social media.
3. *Appointed Positions:* The executive board may vote to appoint other positions as needed. These appointed positions will be granted the same rights and follow the same rules as have been defined in Section 1 of Article IV.

V. ARTICLE V - Election / Selection of Organization Leadership

A. Section 1 - General

1. Elections will occur at the end of the spring semester.
2. If circumstances arise where voting is not possible at the end of spring semester, voting will take place at the first club meeting of the following fall semester. In the meantime, the previous club officers will nominate candidates to their office to get the club started.
3. To be appointed to an office, a candidate must receive the majority of the votes and fit all the requirements to be an Officer as listed in Section 3.
 - a) The majority is defined as over 50% of votes cast by voting members. If no candidate gets over 50% of the votes, the top two candidates (the two with the largest percentage of votes) will be placed on a ballot and a

runoff election will occur. The winner of the runoff election will become the new officer in that position.

b) Candidates for an office are temporarily non-voting members and are not allowed to vote. Therefore, they will not be counted as part of the majority voting for the period of their candidacy.

(1) The active members are defined as the voting members at the time of the election.

(2) Non-Voting members are welcome to participate in the election discussion, but not the election itself.

c) An election must include the majority of the active members in order to pass or fail.

B. Section 2 - Design of Ballots & Balloting Procedures

1. Voting will take place through an online poll shared with voting members.

C. Section 3 - Qualifications for Office

1. In order for a member to qualify for an Office he/she

a) *Must* have approval from the current team of club officers prior to the voting period. This should be decided through application, interview, and review of previous behavior.

b) *Must* have been an active member of the organization for at least one year.

2. A member may be reelected to office for unlimited consecutive years as long as they are an enrolled student at The Ohio State University and remain an active member of the club.

D. Section 4 - Appointment & Ratification Procedures

1. Officer terms will officially begin at the start of the fall semester after voting concludes.
2. The summer term and beginning of fall semester may be used as a transition period for officers.

VI. ARTICLE VI - Executive Committee:

- A. The club officers will serve the purpose of an executive committee.

VII. ARTICLE VII - Advisor(s) or Advisory Board

A. Section 1 - Appointment

1. An academic advisor must be appointed from full-time faculty or administrative and professional staff at The Ohio State University.

B. Section 2 - Number of Advisors

1. CTRL+Paint may have more than one academic advisor, provided that they meet all the requirements listed in Section 3, at any given time.

C. Section 3 - Role

1. The Advisor can choose to participate in planning events and meetings and the events/meetings themselves.
2. The Advisor's tasks include: helping club officers get in contact with university contacts or outside contacts if requested.

VIII. ARTICLE VIII - Meetings and Events of the Organization

A. Section 1 - Officer Meetings

1. Officer meetings will occur online either in a group call or over a group text. There is no particular schedule that they will occur, but any club officer may propose and organize one to happen.

B. Section 2 - Members Meeting

1. Members meetings will occur weekly with a different theme/activity.

C. Section 3 - Required Meetings

1. Members are required to attend at least one meeting if they wish to hold active member status (as outlined in Article II Section 1). No specific meeting is required to attend.

IX. ARTICLE IX - Attendees of Events of the Organization

A. Section 1 - Process for Handling Disruptive Behavior

1. Disruptive behavior can be handled by club officers either after the event or during the event depending on the severity.
2. Discipline will depend on the severity of the behavior. If the disruptive behavior is mild, officers may wait to address it until after an event and simply verbally address it with the culprit. More severe behavior may result in being taken aside at the event and talked to, and, if the behavior is not resolved, the member may be asked to leave the event and not permitted to participate in future events. If the behavior is especially extreme, they may be removed from the club altogether through the process outlined in Article III Section 1.

B. Section 2 - Reserved rights and Code of Conduct Statement

1. The organization reserves the right to address member or even attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution.
2. The Ohio State University Code of Student Conduct applies to the club and its individual members.

X. ARTICLE X - Funds

A. Section 1 - Dues

1. Each member must pay dues of \$5 per semester
2. Dues must be paid in full before a member attends their third club meeting.

B. Section 2 - Expenditures

1. Expenditures are to be determined by the Officers and are subject to approval by the Ohio State University

C. Section 3 - Financial Transparency

1. Each member may see the current financial statement upon request.
2. The allocation of club funds (revenues and expenses) will be planned by the Officers during at least the third Officer Meeting, and will be presented to the official members as soon as it is decided. The budget proposal must be approved by the official members by a vote, requiring two-thirds of all the voting members.

D. Section 4 - Extra Monetary Considerations

1. CTRL + Paint will host art sales at least once a school year. Funds from those sales will first be used for any outstanding

club needs, and the remainder will be donated to the cause of choice for that year.

XI. ARTICLE XI - Method of Amending Constitution: Proposals, notice, and voting requirements

A. Section 1 - Proposal

1. Amendments can be made only by official members of CTRL + Paint. Proposed amendments should be represented to the Officers in writing. Any of these proposals will be reviewed by the Officers at the next Officer Meeting. Suggestions for any changes will be presented at the next General Meeting, and the official members must discuss the new proposal. At the next Officer Meeting, Officers will vote for the proposal. At the next General Meeting, the official members will vote for the proposal. The majority of the official members must be present for the voting to take place, and it requires the approval of two-thirds of the entire voting membership of the organization for the amendment to be approved.

XII. ARTICLE XII - Method of Dissolution of Organization

A. Section 1 - Cause for Dissolution

1. CTRL + Paint will be dissolved under any one of the following circumstances:
 - a) Over three quarters of the official members vote to dissolve CTRL + Paint.

b) The membership of CTRL + Paint becomes too small to sustain the normal functions of a student organization at The Ohio State University.

B. Section 2 - Dissolution Process

1. Any member of CTRL + Paint may propose to dissolve the club. In this case, at the next meeting, an election will be held to decide on the dissolution of the club.
2. Dissolution of the club as a student organization must be reported to The Ohio State University's Student Activities staff.

C. Section 3 - Disposal of Additional Funding and Assets

1. Leftover funds at the end of a school year may either be directed to improving the club in some way (better supplies, bigger events, etc) or donated to the cause of choice for the year. Officers may either vote on it within themselves or open it up to a vote for all voting members.