CONSTITUTION

Animal Sciences Graduate Student Association

# ARTICLE I. NAME

The name of this organization shall be the Animal Sciences Graduate Student Association (hereafter designated as ASGSA).

## ARTICLE II. OBJECTIVE AND PURPOSE

We the members of ASGSA hereby associate ourselves to promote fellowship and communication of information and ideas among all students interested in the animal sciences.

# ARTICLE III. MEMBERS

1. All persons holding membership in ASGSA on November 28, 1990 and all persons thereafter meeting the qualifications for membership shall be members of the organization.
2. The voting membership of this organization shall be open to all The Ohio State University students interested in the animal sciences and in attendance at organizational meetings.
3. The rights of members are to:
   1. Attend all meetings of the organization;
   2. Vote on all matters submitted to a vote of the membership, voting by proxy shall not be allowed;
   3. Vote for the organization’s officers and representatives;
   4. Vote on any proposed change in the organization;
   5. Hold office in the organization
   6. Represent the organization on committees.
4. No student shall be denied membership in this organization because of race, sex, color, national origin, religion, age, political views, Vietnam-era veteran status, sexual orientation, or handicap.
5. Termination of membership
   1. Grounds for 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 subject to removal.
   2. Procedure
      1. A current officer or general member must present a document to the executive board expressing their proposal for the removal of a member
      2. The letter must be signed and dated by two executive board members.
      3. An executive board meeting shall be called for review of the proposal
      4. Once the proposal has been reviewed, a 2/3 vote of the executive board and advisor approval is required to remove one from membership in this organization

# ARTICLE IV. OFFICERS

1. ASGSA offices to be held:
   1. President: elected at the last meeting of spring quarter. Term of office one year.
   2. Vice-president: elected at the last meeting of spring quarter. Term of office one year.
   3. Secretary: elected at the last meeting of spring quarter. Term of office one year.
   4. Treasurer: elected at the last meeting of spring quarter. Term of office one year.
   5. Representative to the Council of Graduate Students: elected last meeting of spring quarter to assume duties the following autumn quarter. Term of office one year.
   6. Representative to the Departmental Graduate Studies Committee: elected at the last meeting of spring quarter. Term of office one year.
2. ASGSA office elections:
   1. Election procedure
      1. Officer elections take place in April of Spring semester and shall be initiated by the Primary Leader beginning with nominations from the floor.
      2. Any member of ASGSA is permitted to nominate themselves or any other member for an office position.
      3. Upon nomination, the nominee must either accept or decline the nomination.
      4. After all nominations are made, the floor will be closed in order to take an individual voting count. A simple majority of votes from the active members in the election meeting will grant the candidate the nominated position.
      5. In the case of a tie, the position will be decided upon by the executive officer members.
   2. Officer eligibility to vote and hold an office
      1. In order for a student to be eligible to vote and hold an office he/she must be an active member of ASGSA. For membership status, please refer to Article III.
   3. Removal of officers
      1. A current executive board member must present a document expressing their proposal for the removal of another officer and the reasoning why.
      2. The letter must be signed and dated by two executive board members.
      3. An executive board meeting shall be called and at this time the board will review the officer removal proposal.
      4. Once the proposal has been reviewed, a 2/3 vote of the executive board is required to carry the motion to remove the officer from their respective office.
      5. If an officer is removed he/she provide all documents in relation to the organization and brief his/her replacements of current projects/responsibilities in his/her care.
   4. Resignation
      1. Any officer who wishes to resign must do so in writing. The resignation letter must be submitted to the President. Prior to the officer’s final day, he/she shall provide all documentation in relation to the organization and brief his/her replacements of the current projects/requirements of their respective position.
   5. Filling vacant officer positions
      1. A vacancy in the office of President shall be filled by the Vice-President. A vacancy in any other office shall be by the appointment of the executive board pending approval of majority vote of the executive board.

## ARTICLE V. EXECUTIVE COMMITTEE

1. The executive committee shall be comprised of the officers of the ASGSA.
2. In case of vacancy in an office, the vacancy shall be filled by the ASGSA from among the members in an election.
3. The duties of the executive committee shall include but not be limited to the determination of policies and procedures for the organization and the implementation of said policies and procedures.

## ARTICLE VI. ADVISOR

The advisor to this organization shall be a full-time administrator, faculty, or staff member.

## ARTICLE VII. PARLIMENTARY AUTHORITY

The rules contained in Robert’s Rules of Order Revised shall govern this organization in all cases to which they are applicable unless they are inconsistent with the constitution.

## ARTICLE VIII. AMENDMENTS

1. A proposed amendment to this constitution shall be presented to the executive committee at least sixty (60) days prior to its proposed adoption.
2. The text of the proposed amendment shall be printed and sent to all members at least thirty (30) days prior to the consideration.
3. This constitution shall be amended only by the vote of two-thirds (2/3) of the members voting by secret ballot.
4. Unless otherwise noted, all amendments shall take effect immediately following their adoption.

## ARTICLE IX. DISSOLUTION

1. This organization may be dissolved after dissolution is approved by the officers and by a 2/3 vote of its members, provided that notice of a vote on dissolution is furnished to the members at least sixty (60) days prior to the vote.

B. Upon dissolution, the officers shall utilize the assets of the organization, including those arising from dissolution and distribution. The balance, if any, shall insofar as possible be distributed equally among the contributing factors.

**Article X. Discrimination Statement**

1. 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.

**Date Adopted** January 9, 1991

Amendment I: 13 September 2011

Proposed that ARTICLE III C 2 be replaced with the following verbage:

Vote on all matters submitted to a vote of the membership, voting by proxy shall be allowed due to technological advances. Instances and technology permitted include videolink, cell phone calls, computer calls and other phone conferencing equipment connected to OARDC Wooster or students in transit due to work-related activities.

Proposed adoption on 6 December 2011.

Amendment II 18 October 2011

Proposed that Article III E be added:

As required per 2010 regulations by the Ohio Union Student Organization Management, the ASGSA must ratify termination regulations for membership of the ASGSA. Termination of membership shall be upon termination or completion as a graduate student enrollment at The Ohio State University. Early termination of membership shall only be preceded by a unanimous vote by all present at a meeting, with the call for decision announced at least 30 days prior to the vote held.

Officer absence in excess of 2 consecutive meetings will be reviewed by remaining club officers and if removal of officer is deemed necessary, it will be brought forward in proper parliamentary procedure during a club meeting and called to vote for a meeting at least 30 days later. Officer removals must be confirmed by at least 2/3 majority.

Proposed adoption 10 January 2012.

Amendment III 12 September 2014

Proposed that Article IV be revised and duties of officers added:

President: duties consist of organizing monthly meetings, events and committees.

Vice President: duties consist of taking over presidential duties when president is absent.

Secretary: duties consist of recording meeting minutes and recalling past meeting information for the benefit of the organization.

Treasurer: duties consist of handling organization’s financial accounts, keeping accurate statements and presenting the balance at each meeting.

Amendment IV 27 September 27 2017

Article IV was revised in order to meet the rules and regulations of The Ohio State University for student organizations. Officer elections and removal has been added and updated to this section.

Amendment V. November 12, 2020

Addition of Article X. Discrimination Statement

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.

Amendment VI. November 8, 2022

Revision of Member removal process

Previously, the member removal process referred members to the officer removal process described in Article IV, section 3, removal of officers. To be clear, removal from an officer position does not constitute removal from membership though grounds for removal from an officer position may also necessitate removal of membership. Article III, section E was revised to address member removal specifically.