

## **Constitution for Students Demand Action at The Ohio State University**

### *Article I- Name, Purpose, and Non-Discrimination Policy*

#### **Section 1-Name:**

A. This organization shall be called Students Demand Action at The Ohio State University, with SDA at OSU being the abbreviated name.

#### **Section 2-Purpose:**

A. Students Demand Action at The Ohio State University is an organization that was born out of the wave of civic engagement among young adults following the massacre at Marjory Stoneman Douglas High School in Parkland, Florida. Our organization strives to give our members and any student who is interested the tools needed to turn their concerns of gun violence into action and change through education of gun awareness and safety, and events such as town halls, speakers, canvassing and/or phone banking for candidates who advocate for common-sense gun legislation, mass-calling events, letter-writing events, voter registration events, and updates on the current status of gun legislation across the country. Additionally, Students Demand Action is a nationwide organization partnered with Moms Demand Action and Everytown for Gun Safety.

#### **Section 3-Non-Discrimination Policy:**

A. 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 basis under the law, in its activities, programs, admission, and employment.

#### **Section 4- Sexual Misconduct Policy:**

A. As a student organization at The Ohio State University, Students Demand Action at The Ohio State University 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:

[hr.osu.edu/public/documents/policy/policy115.pdf](http://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 [titleIX.osu.edu](http://titleIX.osu.edu) or by contacting the Ohio State Title IX Coordinator at [titleIX@osu.edu](mailto:titleIX@osu.edu).

### *Article II- Membership*

#### **Section 1- Eligibility:**

A. Membership is open to all currently enrolled undergraduate students, graduate students and non-student members who demonstrate interest in membership. However as required by the Guidelines for Student Organizations, 90% of the membership of Students Demand Action at The Ohio State University must include current The Ohio State University students. Active members and the Executive Committee are able to make decisions regarding the membership of community and other non-student members of Students Demand Action at The Ohio State

University. Non-student members may be temporarily suspended with a two-thirds majority vote of the Executive Committee.

## **Section 2- Expectations and Privileges of Membership**

A. In order to become and stay a member, an OSU student must attend at least two meetings per semester.

B. A member must not violate any of the rules outlined in the constitution and its by-laws. If a member violates any of the rules outlined in the constitution, then a two-thirds majority vote of the Executive Board may result in the revocation of an individual's membership.

C. A member who attends at least four meetings in a semester will be given an SDA shirt.

## *Article III- Organizational Structure*

### **Section 1- Overall Organization and Elections of the Executive Board and Scheduling of its Meetings**

A. The Executive Board shall consist of a President and six other officers-- Vice President, Treasurer, Events Lead, Community Outreach Lead, Membership Lead and Social Media Lead.

#### **Section 2- President**

A. The President is responsible for overseeing the Executive Board and the organization as a whole, planning and presenting at all general body meetings or ensuring another member is doing so, running Executive Board meetings, mediating and assisting with any issues Executive Board officers encounter and working with the advisor to resolve those issues, looking for new areas of growth for the organization, and keeping the organization as a whole updated on gun-related legislation on the local, state, and national levels. The President will ensure the group has a space to meet for each meeting and find a new advisor if needed. The President must also act as a point of contact for outside organizations, the alumni network, and political campaigns Students Demand Action at The Ohio State University supports. The President is ultimately responsible for logistical purposes of creating and maintaining the organization as a whole, including, but not limited, to updating the annual goals and the Constitution-- updates which must be approved with a majority vote by the Executive Board. As the Primary Leader, the President must complete all trainings required by the Office of Student Life and is ultimately responsible for the success of the organization.

#### **Section 3- Vice President**

A. The Vice President's first responsibility is to act in place of the President should the latter be unavailable at a meeting or event. The Vice President will, with the assistance of the President and others, perform the duties of a vacant Executive Board position should one exist. The Vice President will take meeting attendance and assist with meeting presentations and trainings given to members.

#### **Section 4- Treasurer**

A. The Treasurer is responsible for documenting all monetary and material transactions performed by or for Students Demand Action at The Ohio State University. Additionally, the Treasurer is responsible for providing the Executive Board with any financial reports requested, managing the organization's financial accounts and budgets, and for completing all trainings required by the Office of Student Life.

#### **Section 5- Events Lead**

A. The Events Lead is primarily responsible for organizing one major event for the club each semester, with the goal of helping the community and promoting the club. This can include room and event space reservations, arranging event participants (i.e. guest speakers), arranging for police presence at medium/large-scale events, transportation, and anything else the organization needs. This work will be done closely with the President and other Executive Board officers in order to ensure the event provides the most utility it can.

#### **Section 6- Community Outreach Lead**

A. The Community Outreach Lead is primarily responsible for ensuring each meeting has a "draw" for the club members. This can include speakers, an outside event, or group activity. A connection to SDA National and contact in MDA will be useful to this end. This person will also document their speaker contacts and a record of what the club has done in the shared drive so future Outreach Leads have contacts and ideas.

#### **Section 7- Membership Lead**

A. The Membership Lead is primarily responsible for the recruitment of new members. This member will have access to the Social Media accounts of the club to this end. The membership lead will work to bring at least one new person to each meeting. They will communicate their progress to the Executive Board at regular intervals and propose/ask for help with new ideas to increase membership as they come up.

#### **Section 8- Social Media Lead**

A. The Social Media Lead is responsible for ensuring the work done by the organization gets documented. The Social Media Lead, along with the Membership Lead, President, and Vice President, will have access to the Social Media accounts of the club. They will be the main person to run the organization's social media platforms by informing our members about upcoming events, meetings, important gun-related legislation, etc., editing and updating our website, creating graphics and flyers, and contacting news outlets. The Social Media Lead should be familiar with all of the Guidelines for use of The Ohio State University Name & Identifying Marks which can be found at [https://activities.osu.edu/posts/documents/doc\\_6162016\\_9213834.pdf](https://activities.osu.edu/posts/documents/doc_6162016_9213834.pdf). When applicable in controversial situations, or when making major statements on the club's behalf, the Social Media Lead should seek the consensus of SDA National and/or the Executive Board.

### **Section 9- Appointment of Executive Board Officers**

A. Members can be given a position on the Executive Board if they:

- i.) Willingly ask for an open position
- ii.) Receive a two-thirds majority approval from the existing Executive Board.

### **Section 10- Impeachment of Executive Board Officers**

A. Any Executive Board officer found to be ignoring their duties within the organization shall receive a notification from the President that they must increase their involvement. If they continue to ignore their duties, a vote will be taken by the Executive Board to remove them.

B. A vote to remove a Board member may be called by any other member of the Executive Board. A member of the Executive Board will be removed from their position if the rest of the Executive Board and the Advisor vote them out with a two-thirds majority.

C. In the event that an Executive Board officer is impeached, the other Executive Board members will take on their duties until a new officer is elected. An emergency meeting will then be scheduled for the Executive Board in which they will decide and vote on a new officer.

### **Section 11- Executive Board Meetings**

A. The Executive Board will meet as needed by the discretion of the President. These meetings will cover the work of the Executive Board, decisions regarding organizational procedures and logistics, and the day-to-day activities of the organization.

## *Article IV- The Advisor*

### **Section 1- Qualifications**

A. The Advisor must be a full-time member of The Ohio State University faculty or Administrative & Professional Staff.

### **Section 2- Responsibilities and Duties**

A. The Advisor shall act as a mentor for the Executive Board officers and club meeting by providing advice and guidance on how to operate and run the organization, and answer questions or concerns any Executive Board officer or member has.

B. If the advisor no longer wishes or is unable to be an advisor to the club, they will communicate this fact to the President as soon as possible.

C. Additionally, the advisor is required to fulfill all duties as established by the Registration Guidelines for Student Organizations, including but not limited to: verifying the organization's information and agreeing to the terms of the Campus Safety Act by signing off the organization's online registration, signing off on CSA funding requests, being listed as a signatory on the organization's checking account, attending an advisor certification session once every two years, and signing off on reservations of The Ohio State University space and

equipment, as requested by The Ohio State University department granting the reservation. Additional obligations may be negotiated annually between the Executive Board and the acting advisor and added at the end of each semester if needed.

### **Section 3- Finding a Replacement Advisor**

A. If the advisor communicates to the President they will no longer be able to be the advisor, the President will be in charge of finding a new advisor by the next semester. It is a requirement of the University that a club have an advisor.

## *Article V- Meetings*

### **Section 1- Frequency of Meetings**

A. Meetings are biweekly. The date and time each semester will be decided by the President with input from the Executive Board and members.

B. The Executive Board may choose to cancel a meeting by simple majority. If this happens, the Executive Board will notify the members.

### **Section 2- Procedure of the Meetings**

A. The President will organize the agenda of each meeting, with help from the Executive Board. Attendance will be taken and marked on the shared drive and the SDA Meeting Event.

## *Article VI- Method of Amending the Constitution*

### **Section 1- Procedure**

A. Amendments to the constitution may be proposed by any member of the Executive Board, and a two-thirds majority vote of the Executive Board is required for the Amendment to take effect.

## *Article VII- Miscellaneous Provisions*

### **Section 1- False or Misleading Statements**

A. Any member or Executive Board officer found to be making false or misleading statements that misrepresent the beliefs of our group as a whole (i.e. on the internet or in an interview) shall be required to rescind or edit their statement.

### **Section 2- Media Statements**

B. To talk to the media, members of the group must be SDA media trained.

## *Article VIII- Disciplinary Process*

### **Section 1- Grounds for Removal for Members and Executive Board Officers and the Removal Process:**

A. If a member or Executive Board officer 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 two-thirds majority vote of the Executive Board officers in consultation with the organization's advisor.

B. 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 for Students Demand Action at The Ohio State University or its by-laws, failure to perform duties, or any behavior that is detrimental to the advancing purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Board may act for removal upon a two-thirds majority vote of the Executive Board in consultation with the organization's advisor.

C. 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 (i.e., while an investigation is pending), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or Executive Board officer.

#### **Section 2- Disruptions at Meetings/Events**

D. Students Demand Action at The Ohio State University reserves the right to address member or event attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with our constitution. The person in question will be asked to leave, and if this does not happen, further action may be taken as appropriate.

### *Article IX- Dissolution*

#### **Section 1- Method**

A. A proposal to dissolve the club may be brought forth by any member of the Executive Board. The decision to dissolve will be made with a unanimous vote of the Executive Board and Advisor. The President or the next highest Board member will communicate this to the club, University, and SDA National.