

Constitution of *Scare Bears*

Article I- Name, Purpose, and Non-Discrimination Policy of the Organization

Section 1: The name of this organization is *Scare Bears*

Section 2: The purpose of *Scare Bears* is to provide a fun and safe environment where students can appreciate all things Horror-related. This includes, but is not limited to Horror-themed trivia, games, and movies. In addition to those activities the club also aims to provide Horror-themed activities that include getting involved with the local community and to meet others with similar interests in horror media.

Section 3: This organization and its members do 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.

Article II - Membership: Qualifications and Categories of Membership

Section 1 - Categories of Membership

General Members

- ❖ General Members are full-time undergraduate or graduate students at The Ohio State University.
- ❖ General Members are permitted to attend any and all events run by the organization.
- ❖ General Members must follow an inclusive environment for all ages, colors, disabilities, gender identities or expressions, national origin, ethnicities/races, religions, sexes, sexual orientations, and veteran status

Section 2: Non-students are eligible to become non-voting members after having consistent attendance to club activities for a full semester and then having their membership debated and approved on by the Executive Board. This does not apply for the advisor.

Section 3: Member responsibility may include volunteering to help manage and run events along with showing up to meetings with a positive attitude.

Section 4: There shall be no required dues for this organization.

Article III – Methods for Removing Members and Executive Officers

Section 1: If any member conducts themselves in a manner deemed detrimental to the purpose of this organization or is in violation of the Ohio State University Student Code of Conduct, they can be removed from the club through a majority vote of the Executive Board. The person in question must be allowed to be present during the vote.

Section 2: Any officer, committee member, or person in a leadership role can be removed from their position with sufficient cause. This includes, but is not limited to violation of the constitution or by-laws or any conduct deemed prejudicial to the best interests of the club, or failure to fulfill assigned duties. Prior to the vote on this matter a review session must be held by the Executive Board and the person in question must be allowed to be present. A majority vote by the Executive Board will remove the person at question from their roll. If the member at question is on the Executive Board a majority is still needed and the advisor must also take part in this process. If an Executive Board member is removed, the remaining officers maintain the right to appoint a replacement of the member with a majority vote by the remaining Executive Board members.

Article IV - Organization Leadership: Titles, Terms of Office, Selection, and Duties of the

Leaders

Section 1: The organization will be led by an appointed, four-person Executive Board. The Executive Board will consist of the President/Primary Leader, the Treasurer, the Vice President/Secondary Leader, and a Head of Media. The Executive Board can also create new committee chairs and select people for that roles as they see fit.

Section 2: Major actions of the Executive Board must be approved by a majority vote between the Executive Board members.

Section 3: The Executive Board must meet at least once a month, with the time organized by the President, to plan and organize the activities for at least until the next organizational meeting. It is recommended that tasks for each club meeting get delegated amongst the Executive Board members.

Section 4: The roles of each board member are as follows:

President:

- ❖ Maintain consistent and clear communication with the E-Board, faculty advisor, and the general population of the club, as well as communications outside of club members including, but not limited to other professors, clubs, and outside organizations
 - Communications with club members done through GroupMe where reminders of group meetings and activities are spread
- ❖ Delegate and oversee the work of other E-board members to ensure smooth running of the club
- ❖ Organize and run club meetings on a bi-weekly basis.
- ❖ Ensure the general smooth-running of the club and its activities on a need-basis.

Vice President:

- ❖ Assist the president throughout endeavors in the smooth-running of the club
- ❖ Assist the president to oversee the rest of the Executive board
- ❖ Prepare to be the secondary student representative of the club and to fill in for the role of the president if the acting president is at any time unavailable
 - In the event that the president steps down, the VP will take over as president as the remaining E-Board elects a new VP

Treasurer:

- ❖ Keep detailed records of all financial happenings of the club
 - Transactions, expenditures, etc.
- ❖ Handle financing, any bank accounts, and spending of the club
- ❖ Deal with any tax details

Head of Media:

- ❖ Handle and run the social media of the club
- ❖ Make creative, detailed posts as reminders of any and all club activities
- ❖ Assure that the social media is a good representation of the club and its views

Section 5: Each Executive Board member will be appointed by current E-Board members as their replacements.

Section 6: Officers will serve for one year. There is no term limit for officers as long as the student remains enrolled at The Ohio State University.

Section 7: In accordance with the rules of the Office of Student Affairs, all officers must be enrolled for at least three quarters or semester equivalent within the current academic year, meet minimum GPA requirements as determined by the Office of Student Affairs,

and not be on academic or disciplinary probation or suspension.

Section 8: If a person in a leadership position needs or wants to step down, the Executive Board can replace that person either by selecting a member in another leadership position or by holding a special election, as deemed necessary.

Article V – Advisor(s)

Section 1: There shall be at least one faculty or staff advisor for the organization. An advisor must be a full-time member of the Ohio State University faculty or Administrative and Professional staff. A Co-Advisor may be appointed if deemed necessary by the Executive Board.

Section 2: Advisor selection shall take place during Spring Semester of each year. The advisors shall be nominated and selected by the Executive Board. A co-advisor can be nominated by the Executive Board, but must be approved by the club advisor.

Section 3: The advisor of the organization is required to meet with the Executive at least once a year.

Section 4: The advisor is welcome to come to as many club activities and meetings as they wish. They are also welcomed to assist with anything the Executive Board deems necessary this could include finding speakers to talk to the club. These are not required.

Section 5: An advisor can be replaced if deemed necessary by the Executive Board.

Article VI: Meetings

Section 1: General meetings include the club leaders and the general population. Meetings will be held at the discretion of the Executive Board at various times and places. The agenda for the meeting will be determined by the Executive Board.

Section 2: The Executive Board must hold a planning meeting for the meeting. See Article IV, Section 3.

Section 3: A standing committee organized general meeting must follow the same rules and process as listed in Article VII Section 1 and Section 2.

Article VIII: Method of Amending Constitution

Section 1: This constitution may be amended by a vote of 2/3 majority of the members present at any meeting.

Section 2: Provision of advance notice of amendment must be posted in notification by email, and announced at the meeting previous to the meeting in which the vote occurs.

Section 3: The constitution will be looked over and tweaked by the acting Executive Board every fall Organization registration window and can be amended with unanimous Executive board decision.

Article VII: Method of Dissolution of Organization

Section 1: In the event that *Scare Bears* ceases to be an active student organization, all remaining operating and programming funds from The Ohio State University shall be returned to the university. All money raised by the student organization shall be used to support The Ohio State University or the Make a Wish Foundation. This will be decided by the most recent club president or the previous club advisor.