

## **POTS Club Constitution**

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

**Section 1: Name:** POTS Club

**Section 2 - Purpose:** The main purpose of this organization is to connect those who have POTS with each other, therefore, creating a support system. Additionally, this club would fundraise money for POTS research, allow those who are interested in POTS to learn more, and enable those with POTS to discover new solutions that were successful for others and could also work for them.

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

*The POTS Club is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.*

*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.*

*As a student organization at The Ohio State University, POTS Club 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 at [titleIX@osu.edu](mailto:titleIX@osu.edu).*

### **Article II - Membership: Qualifications and categories of membership.**

The organization's voting membership is limited to currently enrolled Ohio State students. Other non-student members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members.

For educational and leadership development reasons, student organizations are to be student initiated, student lead, and student run. Please refer to the Guidelines for Student Organizations for more information at [https://activities.osu.edu/involvement/student\\_organizations/resources](https://activities.osu.edu/involvement/student_organizations/resources).

*II.a. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.*

*II.b. This organization allows non-members and guests to sit in meetings and participate. However, they are not eligible for voting.*

### **Article III – Methods for Removing Members and Executive Officers**

*III.a. 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:*

*III.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 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 majority affirmative vote of the executive board in consultation with the organization's advisor:*

*III.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 (e.g., while an investigation is pending),*

{00312468-1}

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

**Article IV - Organization Leadership:** *Titles, terms of office, type of selection, and general duties of the leaders.* Organization leaders represent the Executive Committee and general membership and are elected or appointed from the ranks of the organization's voting membership. Each of these positions is for a year (except advisor) and they can be re-elected indefinite times.

Required leadership positions:

Primary Leader (President): handles the trainings, booking the rooms, is the face of the club, runs the meetings, and ensures everything is done so the club is registered and running smoothly

Secondary Leader: this is not a position alone this can be filled with anyone who contains the following positions below (except advisor)

Treasurer: applies for programming and operating money, keeps and sticks to a budget, and works with the bank

Advisor: see Article VIII

Vice President of Philanthropy: comes up with ideas for fundraising events and helps run the event

Vice President of Outreach: runs the social media platforms, raises awareness about the club, and designs posters to put around campus

Vice President of Event Planning: help come up with ideas of activities to do at meetings and ideas for events to hold

#### **Article V- Election / Selection of Organization Leadership**

To be eligible for office they have to be an active member of the organization. The voting process should entail: a majority of members present, blank pieces of paper, members vote anonymously, and each candidate has to have a majority of votes in order to receive a position. Elections should be done at the second to last meeting at the end of Spring Semester.

#### **Article VI - Executive Committee: Size and composition of the Committee.**

The Executive Committee represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. In many organizations, this Committee is composed of the organization leaders, and chairpersons of the standing committees. The executive committee can be as big or small as the organization sees fit. In order to add or take away a position from the executive committee, a majority of members have to be present and they must have a majority vote.

#### **Article VIII – Advisor(s) or Advisory Board: Qualification Criteria.**

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications.

*VIII. Advisors should help guide the organization in a direction where it can reach its full potential. They do not*

*have to be present at meetings but they can. Advisors should look over the essential documents in order for the organization to run smoothly and properly.*

***Article IX – Meetings and events of the Organization: Required meetings and their frequency.***

*IX. Two general meetings and attendance at 50% of events hosted may be required for membership each academic term except for summer.*

***Article X – Attendees of Events of the Organization: Required events and their frequency.***

*X. The organization 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 the organization's constitution.*

*X.a. If it happens once, they will receive a verbal reprimand.*

*X.b. If they are disruptive twice, they will receive a reprimand and not allowed to attend the next meeting.*

*X.c. If this happens three times, they are allowed to be removed from the organization.*

{00312468-1}

***Article XI – Method of Amending Constitution: Proposals, notice, and voting requirements.***

*XI. Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. After the initial introduction, the proposed amendments should be read in the general meeting in which the votes will be taken, and should require a majority of votes with at least two-thirds of the entire voting membership of the organization present.*

***Article XII – Method of Dissolution of Organization***

In order for the organization to be dissolved, three-fourths of body members should be present and vote with two-thirds in favor. Should any organization assets exist, all money should be donated to a POTS research fund. The organization cannot be dissolved if there are debts. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.