Constitution of Shining Like Stars Astronomy Interest Organization at the Ohio State University

(SLSAIO or SLS)

#### Article l – Name, Purpose, and Non-Discrimination Policy of the Organization.

**Section 1: Name**

The official name of the organization shall be the Shining Like Stars Astronomy Interest Organization, the abbreviated form of the name is SLSAIO or SLS.

**Section 2: Purpose**

1. Using easy-to-understand and interesting methods to popularize basic astronomical knowledge and make more interested students more passionate about astronomy.
2. Provide an environment for all students who are interested in astronomy to learn more about what they like.
3. Through offline discussion activities, students can gain more knowledge and appreciate the wonders of the universe.
4. Hold stargazing activities so that students can truly experience the magical beauty of the starry sky.

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

SLS is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. SLS 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.

SLS 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, SLS 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.

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

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

**Section 1: Criterion**

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 SLS Executive Officers are able to make decisions regarding the membership of the 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 SLS Executive Officers.

**Section 2: General Student Membership**

All undergraduate students from The Ohio State University are welcome.

**Section 3: Non-Student Membership**

Non-student members, such as faculty, alumni, and professionals, will not be included in any voting processes. These individuals may participate as teachers, mentors, and coordinators.

**Section 4: Special Note**

Unfortunately, in order to reduce conflicts with members of other astronomy organizations in the university, the members of SLS mainly focus on Chinese international students.

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

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.
2. 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.
3. 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.

**Article IV - Organization Leadership。**

**Section 1: Duties of the Leaders**

Primary Leader (President): Distributor, general reviewer and manager of the organization's activities.

1. Hold regular executive committee meetings of the organization.
2. Hold regular management meetings of the organization.
3. Plan and manage the organization's activities.

Secondary Leader: Distributor, reviewer and manager of the organization's activities.

1. Hold regular sharing discussion meetings with all members of the organization.
2. Promote and document the organization's activities.

Treasurer: Diplomatic relations manager and financial manager of the organization.

1. Liaison with the organization's sponsors.
2. Manage and coordinate the organization's financial affairs, such as activity funds and operating expenses.

Advisor: Serve as the organization’s academic advisor and activity advisor.

**Section 2: Titles, terms of office**

Primary Leader (President): Jiawei Shi, shi.1818@osu.edu

Term: Two years as primary leader, honor primary leader until undergraduate graduation.

Secondary Leader: Mingyi Xu, xu.4959@osu.edu

Term: One years as secondary leader, honor secondary leader until undergraduate graduation.

Treasurer: Jiarui Guo, guo.2181@osu.edu

Term: One years as treasurer, honor treasurer until undergraduate graduation.

# Advisor: Sherri Louis, luois.114@osu.edu

Term: According to the advisor's wishes, the default is permanent.

**Section 3: Type of selection**

The management and leaders of the first generation of the organization were appointed based on the personal wishes of the founding members, and the management and leaders of the later generations were elected and appointed based on the votes of the organization's members.

**Section 4: Additional notes on term of office**

To ensure that the organization operates properly and positions are elected, all management positions should be replaced during the final year's voting process.

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

**Section 1: Elections rules and procedures**

The election rules are voting and will be conducted offline.

The election of the organization's primary leader requires more than 2/3 of the votes of the organization's members to be elected.

Conditions and prerequisites for primary leader election:

1. Active and well behaved in activities within the organization, good communicator and capable.
2. Have been in the organization for at least 2 years and be familiar with the organization's operational processes and planning.

The election of the organization's secondary leader requires more than 2/3 of the votes of the organization's members to be elected.

Conditions and prerequisites for secondary leader election:

1. Active and well behaved in activities within the organization, good communicator and capable.
2. Have been in the organization for at least 1 years and be familiar with the organization's operational processes and planning.

The election of the organization's treasurer requires more than 2/3 of the organization's members to succeed in the election.

Conditions and prerequisites for treasurer election:

1. Active and well behaved in activities within the organization, and be good at communication and coordination.
2. Have been in the organization for at least 1 years and be familiar with the financial management and diplomatic affairs of the organization, and assisted the previous treasurer.

**Section 2: Design of ballots and balloting procedures**

The ballot process is conducted offline and is planned to be held during a sharing discussion meeting among organization members, which is scheduled to be held on the Saturday of the last week of September each year.

**Section 3: Appointment and Approval Process**

Successful election is not entirely successful in appointment. Each successful candidate has one semester of internship management period. When the semester is over, voting will be carried out according to the original voting procedures. No matter what position, at least more than 3/4 of the organization members must pass it before they can be officially appointed.

**Section 4: Special Situation Procedures**

Special circumstances such as resignation and impeachment.

Special Situation Procedures:

1. If the person who is successfully appointed seriously violates the organization's constitution or performs poorly during the next voting process, mandatory impeachment will be carried out. This position is temporarily replaced by the current honorary leader until the next voting process.
2. If the person in this position needs to resign due to personal reasons, such as study, family, life, etc., he/she needs to apply to the leader as soon as possible (if he/she is not a leader) to convene a management meeting of the organization and discuss solutions. The position can be replaced by the current Honor management or leaders to temporarily replace or use meeting solutions.
3. If the violation is particularly serious, the organization's management meetings can be bypassed and the person can be forcibly kicked out of the organization.

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

The composition of the Executive Committee is to add 3 members of the organization with good performance to the management of the organization.

Replacement of Executive Committee members follows the normal voting process and timing

Meetings of the Executive Committee can replace management meetings in the voting process, and in the face of large-scale decisions and activities about the organization, the Executive Committee can replace management.

The voting process for the other three members of the Executive Committee coincides with the management vote.

**Article VII – 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. Responsibilities and expectations of advisors should be clearly and adequately described.

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

1. Meetings of the Executive Committee are held once a month, and meetings are also required if there are major decisions and activities. Both online and offline formats are available, but the voting process meeting must be offline.
2. The organization's management meetings are held once a month and must be held if there are major decisions or activities for the organization.Both online and offline formats are available, but the voting process meeting must be offline.
3. Sharing discussion meetings with all organizational members are held at least 4 times per semester.Both online and offline formats are available。

**Article IX - Attendees of Events of the Organization: Required events and their frequency.**

1. For executive committee and management meetings, if any member needs to take leave, the primary leader must be notified at least one day in advance.
2. For all-member meetings, if any member needs to take leave, the primary leader must be notified at least 6 hours in advance.
3. All members attend at least 2 general meetings and half of the activities each semester.

**Article X - Procedures and conditions for amending the constitution**

1. Proposed amendments must be submitted at a meeting of the Executive Committee and marked with the revised part. Approval requires a vote of more than 2/3 of the members of the Executive Committee and more than 3/4 at the next full meeting. And the organization's advisor must also be approved. This amendment can be successfully passed.
2. The Constitution should not be amended easily or frequently.

**Article XI – Method of Dissolution of Organization**

Requirements and procedures for dissolution of the student organization should be stated. Should any organization assets and debts exist, appropriate means for disposing of these assets and debts should be specified clearly and unequivocally. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from website.

**Article XII - Bylaws**

Any matters not addressed by the constitution, or its bylaws shall be left to the discretion of the Executive Committee and the Advisor.