

Constitution

Section 1:

HRS DEI

HRS DEI does business as School of Health and Rehabilitation Sciences Diversity, Equity, and Inclusion Committee

Section 2- Purpose: This committee is composed of student leaders from many different divisions within the School of Health and Rehabilitation Sciences (HRS) that have a passion for DEI efforts and strive to achieve change. Our purpose for the formation of the HRS student DEI committee is to streamline communication regarding DEI efforts between students and faculty/staff within HRS. Additionally, it is our hope that the HRS student DEI committee will work with the faculty/staff DEI committee to provide programming, education, and awareness related to DEI for the HRS student body.

Section 3 – Non-Discrimination Policy:

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.

Sexual Misconduct Policy:

As a student organization at The Ohio State University, School of Health and Rehabilitation Sciences Diversity, Equity, and Inclusion Committee 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.

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.

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 two-thirds 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),*

Article IV - Organization Leadership: *Titles, terms of office, type of selection, and 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. The titles of organization leaders, the length of terms, specification as to which leaders are elected or appointed and by whom, and the general duties of each leadership position should be clearly specified.

Required Positions:

1. Primary Leader/ President
2. Vice President/Secondary Leader
3. Treasurer
4. Advisor
5. Volunteering Outreach
6. Fundraising chair
7. Social Media Coordinator

Duties:

1. Primary leader/ President. The president will be required to:
 - Complete in-person and online trainings required by the University
 - Organize group meetings
 - Correspond between group members and the group advisor.
 - Maintain compliance with all student organization management requirements to maintain active group status
 - Prepare the following president for success by meeting with them and explaining the position as well as providing all information about your year of service, along with any beneficial resources accumulated.
 - Lead the organization by listening to the input and ideas of all members
 - Attend all events put together by HRS DEI
2. Secondary Leader/ Vice President. The Vice President will be required to:
 - Attend all group meetings and events put on by HRS DEI committee
 - Support the primary leader in correspondence between group members and advisor.
 - Assist the executive board members in planning events and activities.
 - Assist in maintaining open communication between the primary leader and general group members.
 - Attend and assist in all events put together by HRS DEI
3. Treasurer. The Treasurer will be required to:
 - Attend all group meetings.

- Complete University mandated training for treasurers in person and online.
 - Maintain group compliance with University requirements for group status.
 - Apply for the appropriate grants in order to continue providing HRS DEI events and activities.
 - Maintain knowledge of the financial status of HRS DEI, assist the executive board in decision making based on available funds.
4. Advisor. The advisor will be required to:
- Complete University mandated training. This will cycle between in-person and online every two years. Odd-numbered years will require training to be completed by the advisor, as established in the year of 2019.
 - Attend a minimum of two HRS DEI meetings throughout the year.
 - Correspond with the HRS DEI executive board.
5. Volunteer outreach. The volunteer outreach coordinator will be required to:
- Attend all group meetings and events put on by HRS DEI committee
 - Plan events and activities in regards to volunteering opportunities
 - Plan at least one event a month
 - Work with fundraising chair to coordinate events
 - Reach out to volunteering organizations
 - Work with the treasurer to facilitate funds to events for HRS DEI
6. Fundraising chair. The Fundraising chair will be required to:
- Attend all group meetings and events put on by HRS DEI committee
 - Plan events and activities in regards to fundraising
 - Plan at least one event a month
 - Work with volunteering outreach to coordinate events
 - Reach out to potential fundraising opportunities
 - Work with the treasurer to coordinate finances for HRS DEI
7. Social Media Coordinator. The Social Media coordinator will be required to:
- Attend all group meetings and events put on by HRS DEI committee
 - Run the social media accounts for the year
 - Organize the executive board photoshoot every new term
 - Create advertisement for the club
 - Assist in advertising HRS DEI club at the fall and spring involvement fair

Article V- Election / Selection of Organization Leadership

In the fall semester, elections will be held to select the members of the executive board, including the Primary Leader/President, Secondary Leader/Vice President, and Treasurer. Interested individuals must submit an application, after which the outgoing executive board will conduct interviews. Subsequently, the two most promising candidates for each position will be presented to both the general body and the executive board for voting.

In the event of a tie during the voting process, the executive board will have the responsibility of selecting the candidate they consider to be the most qualified. Alternatively, if only one person is running for a particular position, they will be awarded the position if the executive board deems them capable of fulfilling its responsibilities. The new executive board should be established by the 6th week of the spring semester.

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

The Executive Committee consists of 6 members. These members are the group advisor, primary leader, secondary leader, treasurer, volunteering outreach coordinator, fundraising chair, social media coordinator.

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. Responsibilities and expectations of advisors should be clearly and adequately described.

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

IX. Two general meetings and attendance at all or 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.

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. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

Article XII – Method of Dissolution of Organization

Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website. Should there be any outstanding debts or assets, they will be absorbed by the School of Health and Rehabilitation Sciences Diversity, Equity, and Inclusion Committee.