

Constitution

Est Fall' 21 (Autumn Registration Window)

Co-founders:

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

Section 1: Name: Tamil Sangam

Section 2: Purpose: Our purpose is to unite the Tamil diaspora on campus, and foster a positive environment in which all Tamilians can express themselves freely. We are committed to encourage language acquisition, cultural integration, and providing justice to causes centered in Tamil-speaking regions and the United States through activism and fundraising. We also hold cultural events, informational/educational meetings, language-learning sessions, and community-oriented seminars.

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.

Section 4: Sexual Misconduct Policy: As a student organization at The Ohio State University, Tamil Sangam 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.

- 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 the Executive Committee can 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 Executive Committee.

- b. Membership is open all year round and individuals are required to attend at least three meetings to be considered a member. They will receive voting rights. Ability to present ideas, and apply to shadow an executive member if they wish to apply to be one in the future.
- c. Non-student members are allowed to attend meetings and events only. They will not be part of the creative process. They are required to attend at least two events and one meeting per semester to be considered members.

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 after issuing one warning. However, if the case is serious, the member will immediately be removed from the club and banned.

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), {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:

Primary Leader (President)- Must oversee all processes involved in managing the club and must come up with new ideas to stay relevant. The President has to also attend

relevant training and learning sessions to run the club efficiently. Lastly, they must be in constant touch with the advisor, making sure that no administration difficulties persist.

Secondary Leader (Vice President)- Must monitor the Outreach Coordinator closely in order to vet potential collaborations with other clubs. Must also be the first point of contact for any preliminary idea brought forth by members of the board and the club. Lastly, they must be capable of running point on meetings when required.

Treasurer- Must handle the financial aspect of the club from making budgets to securing sponsorships and evaluating the feasibility of fundraising ideas and events. They must work closely with the President. Lastly, they must attend all relevant training sessions and meetings.

Logistics Coordinator- Responsible for dealing with administrative issues and brainstorming improvements in said area along with the President and Vice President. This may include keeping attendance, resolving conflict, arranging seminars for improving leadership, and communicating concerns to and from the President.

Marketing and Development Chair- They will be primarily responsible for our Instagram account and our language-learning oriented Carmen page. They are expected to supervise at least one other subcommittee member to advertise meetings and for the upkeep of the club's official TikTok account. Other than that, they are required to make and circulate posters, create online forms and advertise them, create engaging polls on Instagram stories, and handle most of the emailing requirements. Lastly, they will be required to evaluate their current skills and make changes necessary (eg. changing the software used).

Creative Director- They are required to collaborate with the Social Media Chair and craft ideas for advertising and publicity that will then be incorporated into graphics and fliers by the SMC. They are also required to introduce new initiatives that will encourage both retention and recruitment of members in the form of engagement and community-oriented thinking. Lastly, they are required to handle the responsibility of writing scripts, marketing blurbs, and reinvent the official website when necessary.

Event Coordinator- They must coordinate with the event managers to ensure that all event-oriented aspects are confirmed and set-up of said aspects go smoothly on the day of. They must also supervise the event managers and also communicate event needs promptly.

Event Managers- The board is likely to have two event managers as the club is event-based and will remain so in the foreseeable future. Therefore, both of them are required to collaborate and brainstorm fun and interactive decorations and games for events. One of the managers will be in charge of acquiring catering while the other will be responsible for outreach efforts and presentation elements that are vital to the event itself (like music, slides, decorations, etc). It is required that they both collaborate on all possible fronts to ensure that events run smoothly.

Subcommittees- created as an when needed to support executive board members.

Advisor- They are required to complete training every two years, and guide us through the inner workings of the club, particularly with regards to finances and regulating communication. They are required to sit in on at least one meeting a month (the frequency will increase depending on urgency and need for involvement). Lastly, they are required to promptly review any required documents and/or requests submitted.

Article V- Election / Selection of Organization Leadership

- a. Any current OSU student, given that they have already experienced Tamil culture, can apply to be on the executive board.
- b. Elections will be held at least every two years for all positions except for the President and Vice President posts. These will be handed down.
- c. A new board must be formed by October 31st, with all the relevant training having been taken.

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

The executive committee will involve the Vice President, Treasurer, and leaders of all sub-committees formed. There is no size limit since it is based on leadership positions.

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

The advisor must be a full-time member of the University faculty or Administrative & Professional staff. They must also, preferably, have previous experience with managing clubs and must be well-informed about Tamil culture.

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

- a. Members must attend at least two meetings and two events.
- b. The executive board must attend all meetings to the best of their ability and are required to help conduct 50% of events hosted by the club.

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

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. If such disturbance persists, they will be escorted away from the meeting/event.

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

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 of 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

- a. The club can be dissolved only with a unanimous vote to do so.
- b. All assets and debts must be reevaluated prior to the dissolution.
- c. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.

