

## **FOCUS (Females of Chemistry Uniting Scientists) Constitution**

### Preamble

FOCUS (Females of Chemistry Uniting Scientists) is a student-run seminar series whose purpose is to promote awareness and understanding of the scientific achievements of prominent females within the field of chemistry, an unrepresented group in science. FOCUS will not only promote awareness of women's successes, but will inspire and encourage other females, minorities, and members of the scientific community. This organization will be impactful to students within Ohio State University (OSU) by highlighting the accomplishments of OSU's graduate students and will additionally allow students to share scientific concepts with the general population by organizing outreach activities.

### *Article I – Name, Purpose, and Non-discrimination Policy*

Section 1: The name of the organization shall be “FOCUS (Females of Chemistry Uniting Scientists)”

Section 2: One purpose of this organization is to coordinate student-run lecture series. Specifically, this organization will invite inspirational female chemists to highlight their significant contribution to chemistry and their path to overcoming diversity. The seminar series shall be organized by chemistry graduate students, for chemistry graduate students with a three-fold mission: (1) to allow students to learn from and interact with prominent women of the scientific community, (2) for attendees to learn more about the research being conducted by their fellow peers, (3) to facilitate and strengthen a sense of community among graduate students within the Department of Chemistry and Biochemistry. Additionally, FOCUS will coordinate outreach activities within the community. This will entail members conducting scientific demonstrations for the youth of the community with the purpose of piquing students' interest in STEM fields.

Section 3: 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, FOCUS 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*

Section 1: Membership shall be open to all university faculty, staff, and students who show interest related to the advancement and understanding of the field of chemistry and biochemistry. Any university personnel who attends at least three (3) FOCUS meetings per year shall be considered “active members.” FOCUS members are awarded voting privileges. Membership will likely consist of graduate students faculty, and post-doctoral fellows in the Department of Chemistry and Biochemistry.

Section 2: Membership to the club may be discontinued at any time throughout the year as requested by the individual. In the event that a member is unruly, obscene, and does not have the best interest of the club at heart, a majority vote of the current members, chair and advisor may dismiss the member from the organization. At the end of each club term, current members may choose to continue their role as a “member” in the club, may nominate themselves as a potential chair candidate, or may discontinue their membership for the upcoming year.

## *Article III – Organization Leadership: Titles, terms of office, type of selection, and duties*

### Section 1: Leadership & duties

FOCUS shall be lead by the chair who is voted on annually by the members. The position of a treasurer shall also be voted on annually by the members. The chair will be responsible for organizing the FOCUS meetings and delegating responsibilities while the treasurer will primarily be responsible for managing the budget and preparing the requisite audits. A vice-chair will be voted upon by the members annually and will help organize and plan events in conjunction with the chair and treasurer. Alternatively, co-chair positions could be shared among two members and all responsibilities separated evenly between the chairs. All duties may be split between the chair, treasurer, and vice-chair as they see fit.

Section 2: A chair may step down from their position as a result of personal reasons (that may or may not be disclosed to the rest of the club members). A new chair will be selected according to a majority vote of the rest of the club and fulfill the leadership duties for the duration of the school year. At the end of the school year (or transition period for new clubs), the chair may nominate themselves for chair for the following year (as will be voted on by the members), may step down from the leadership role and become a member, or may discontinue membership in the

club all together. In the event that a chair is unruly, obscene, and does not have the best interest of the club, a majority vote of the current members and advisor may dismiss the chair from the organization or remove them from the leadership role. The other officer positions including vice-chair and treasurer may be selected or removed from office according to the same procedure as chair.

Section 3: There shall be no maximum term limit for the chair, treasurer, or vicechair. However, all officers shall commit to a minimum of 1 academic year of service to the organization.

#### *Article IV – Standing Committees: Names, purposes, and composition*

There will be no “Standing Committees.” However, should any need creating, it will be up to the discretion of the FOCUS members.

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

Section 1: The advisor shall provide guidance and counsel and promote general welfare of the FOCUS organization. The advisor shall attend FOCUS events as permitted by his/her schedule. The advisor shall help oversee officer transition when necessary.

Section 2: The advisor may step down from their position as a result of personal reasons (that may or may not be disclosed to the rest of the club members). A new advisor will be selected according to a majority vote of the rest of the club and fulfill their duties for the duration of the school year. A new advisor may be selected at the end of each school year registration period at the discretion of the FOCUS members and officers. If a new advisor is desired, this advisor will be chosen based upon a majority vote of the FOCUS members.

#### *Article VI – Meetings and Programming of the Organization*

Section 1: FOCUS shall meet throughout year with monthly frequency for the entire academic year. However, some semesters may have a larger or smaller number of meetings depending upon weather, university scheduling, and other possible unforeseeable circumstances. These meetings will be open to all interested parties.

Section 2: The **FOCUS Research Symposium** will be given annually by several prominent female researchers in chemistry focused around chemistry in industry, research conducted in an industrial setting, or career development and will be nominated and voted on by the members of this organization. The speakers each give one student-hosted lecture open to all interested parties including faculty,

staff, graduate, and undergraduate students throughout OSU community. Besides giving their seminar, these speakers will be given the opportunity to meet with all interested graduate students, post-doctoral researchers, and faculty during their visit.

Section 4: The **FOCUS Outreach Events** will consist of members holding events dedicated to promoting STEM at local schools or community centers in the Columbus area. The graduate students will teach and excite young students about different areas of science through hands-on demonstrations. By interacting with and teaching students, the graduate members will be able to increase scientific interest and encourage young members of the community to pursue STEM fields.

Section 5: The number of lectures held will be dependent on scheduling and funding; however, every effort will be made to host as many speakers as possible with a minimum of one seminar series per year. All invited speakers will be prominent researchers in chemistry and will give a student-hosted lecture open to all interested parties including faculty, staff, graduate, and undergraduate students throughout the OSU community. The speakers will be nominated and voted on within the membership. These speakers will be given the opportunity to meet with all interested graduate students, post-doctoral researchers, and faculty during their visit.

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

Proposed amendments to the constitution should be submitted by the FOCUS members. Votes will be collected at a FOCUS meeting and will require a two-thirds majority of voting members of the organization.

*Article IX – Method of Dissolution of Organization*

Upon dissolution of the chapter for any reason whatsoever, after the discharge of its debts and settlement of its affairs, all assets and property of the organization shall be conveyed to the Department of Chemistry and Biochemistry for use in the promotion of the objectives of the organization in the advancement of education and science.