

Moments of Action Student Organization Constitution

Article 1 - Name, Purpose, and Non- Non-Discrimination Policy of the Organization

- I. Section 1: Moments of Action (MOA)

- II. Section 2: MOA will help the Ohio State University undergraduate students (mainly focused on Korean international students but not limited to) and provide opportunities to help volunteer around our community to provide a positive impact.

- III. Section 3: Moments of Actions 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, Moments of Actions 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 will consist of the Executive Board and the General Body Member

- I. The Executive Board will consist of: President, Vice President, Treasurer, Volunteer Coordinator, and Public Communication/Media Chair. All must be full-time undergraduate students of the Ohio State University.

- II. The General Body Member will consist of any Ohio State University students (but is not limited to) with an interest in volunteering for the community.

Article III – Methods for Removing Members and Executive Officers

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.

Article IV - Organization Leadership

The executive board will consist of the following positions: Primary Leader/President, Vice President, Treasurer, Volunteer Coordinator, Public Communication/ Design Chair, and team members of leadership positions. All terms will last for a year, and the terms will begin at the beginning of the Autumn semester.

Article V: Responsibilities of Executive Board Positions

I. Executive Board:

- A. Executive board officers must be full-time students at the Ohio State University.
- B. Executive board officers must participate in all activities/events hosted by the organization and will be suggested to make no more than one absence.
- C. Executive board officers may resign after the full one-year term.
- D. Executive board officers must find a replacement if in the following positions: President, Vice President, Treasurer, Volunteer coordinator.

II. Executive Board positions

- A. President: Primary leader of the organization. Guide the organization and meet the annual goals of the organization. Organizes and guides every task performed by each leadership position. Ensures that the constitution of MOA is applied to all members and followed.
- B. Vice President: Secondary leader of the organization. Helps the President by taking leadership roles and is automatically considered the primary leader if the primary leader is absent from any cause.

- C. Treasurer: In charge of cash circulation and records accurately on a spreadsheet after every cash inflow and outflow. In charge of transparently delivering the records back to the officers and the Ohio State University in a prompt manner.
- D. Volunteer Coordinator: In charge of communicating with any outside parties of volunteer opportunities and helping coordinate events in relation.
- E. Public Communication/Design Chair: Advertise future events through social media and communicate with non-executive organization members. Design posters for various events which are posted on social media accounts.
- F. Team members: Any leadership position may have team members to aid their responsibilities.

Article V: Election

Officer applications will be open on the week after Spring Break ends, typically the third week during March. Applications will be open for one week, and anyone who is a full-time student at Ohio State University is welcome to apply. Interviews will be held for each person interested in being part of the Executive Board. Interviews will be attended voluntarily by any of the primary officers: President, Vice President, Treasurer, and the Public Communication/Design Chair.

Article VI: Advisor

The advisor shall be a full-time member of the Ohio State University faculty or Administrative and Professional staff. They are welcomed to assist members when the Executive Board deems it necessary. This includes but is not limited to finding guest speakers and binding affiliation with off-campus institutions.

Article VII: Method of Amending Constitution

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 VII: Method of Dissolution of Organization

For any reason of Dissolution of the Organization, all members of the Executive Board must agree on Dissolution of the Organization. All monetary value will be turned over to the faculty advisor.