

Constitution

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

Section 1: Name: Sunny Side Up

Section 2 - Purpose: Our main message “is that it is okay not to be okay” and we emphasize diversity and how mental health is stigmatized across cultures with a focus on education. We want to create a safe space for all cultures and religions so they feel comfortable talking about their mental health struggles and create resources to educate others, primarily youth, to decrease the stigma surrounding mental illness.

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.

As a student organization at The Ohio State University, Sunny Side Up 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.

Membership is open to any and all students at the Ohio State University. Membership is defined by placement on the email list. This organization’s membership is limited to currently enrolled Ohio State students. Other nonstudent members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members.

Members will receive benefits of free access to mental health resources, merchandise, and ability to participate in off-campus events. Nonmembers or guests will not have the opportunity to participate in off campus events or receive merchandise provided by the organization.

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

Members can choose to remove themselves at any point and time. Removal would include a removal from email list and an exemption from all duties upheld by the member. Notice to a leadership member is required for members who wish to remove themselves. Members will be removed immediately upon notification to an executive member.

Reasons for forced removal are as follows:

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), {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

Organization leaders represent the Executive Committee and general membership and are selected based on an interview process held by current officers.

Leadership positions and their duties are as follows:

- 1. Primary Leader (President) and Secondary Leader (Co-President)**
 - a. Conducts club assemblies
 - b. Presides over club

- c. Evaluates club progress
 - d. Sets agenda.
- 2. Vice President**
- a. Assume the duties of the President in his/her absence
 - b. Chairs occasional special committees/task forces/projects.
- 3. Treasurer**
- a. Controls collection and disbursement of club's finances
 - b. Prepares and monitors the budget
 - c. Maintains accurate financial records.
- 4. Advisor**
- a. Ensures that the activities of the club or organization constitute no legal liability to the university or the organization
 - b. Provides expert knowledge supporting the success and sustainability of the organization
 - c. Develops and maintains a knowledge of university policies and procedures.

All leadership positions will be held for one school year (two semesters), with transitions at the end of the second semester (April).

Article V- Election / Selection of Organization Leadership

All executive positions will be filled after an interview process conducted by current executive members. All members are eligible for office after one full semester of membership. To apply, the member must first state their interest on an interest form. Once interest is confirmed, they must state the position they would like to uphold through a questionnaire, along with answers to prompts.

The required questions are as follows:

- What executive position are you running for?
- Why do you want a position on the executive board?
- What action steps would you take in this role?
- Why would you be a good candidate for this position?

Interviews will be held in April of the second semester of each school year. Interest forms will be sent in March, and questionnaires must be completed by April 1, for review by current executive members. After submission, interviews will take place at the beginning of April, and officer transitions will take place in mid-April.

- Should an executive member decide to resign, they must first notify the president(s) and second, partake in the selection of a new member to fill in their role.

- Should an executive member be removed from their role, the other executive members will conduct interviews to select a new member to fill their role.

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

VI. a. The Executive Committee represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. The Committee is comprised of:

- *Primary Leader (President)*
- *Secondary Leader (Co-President)*
- *Vice President*
- *Treasurer*

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

Current advisor: Taja Hammond

- Program Coordinator, Morrill Scholarship Program

Responsibilities: Advisor must be aware of the purpose and activities of the organization through attendance at organization meetings or through frequent consultation with student leaders. They must act as a source of general information regarding college policies and procedures. To do so, they must be fully educated on university policies. They must also oversee financial transactions of the club.

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 are 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, the Code of Student Conduct, university policy, or federal, state or local law.

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 aloud 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 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

Reasons for dissolution of the organization include:

- Inability to support the club financially
- Tainted reputation beyond repair
- Intended audience is no longer being helped.

Dissolution begins with the executive board resolving to dissolve and then drafting a plan of dissolution with approval from all current members.

Should any organization assets exist, they must be used for charitable purposes connected to the organization. Debts must be settled and paid off before dissolution. All donors, members, volunteers, and clients must immediately be notified. Upon the official dissolution of the organization, Student Activities staff will be contacted to remove organization information from the website.

By-Laws

Article 1 – Parliamentary Authority

The rules contained in Robert's Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

Article II- Membership

Any current Ohio State student can become a member. Members can choose to remove themselves at any point and time. Notice to a leadership member is required.

Article III- Election / Appointment of Government Leadership

All members are eligible for office after one semester. To apply for an executive position, three components must be included. These components include:

- Interest form
- Questionnaire with answers to prompts
- Interview

Interviews will be held in April of the second semester of each school year. Interest forms will be sent in March, and questionnaires must be completed by April 1, for review by current executive members. After submission, interviews will take place at the beginning of April, and officer transitions will take place in mid-April.

- Should an executive member decide to resign, they must first notify the president(s) and second, partake in the selection of a new member to fill in their role.
- Should an executive member be removed from their role, the other executive members will conduct interviews to select a new member to fill their role.

Article IV- Executive Committee

Executive committee positions and their duties are as follows:

Primary Leader (President) and Secondary Leader (Co-President)

- Conducts club assemblies
- Presides over club
- Evaluates club progress
- Sets agenda.

Vice President

- Assume the duties of the President in his/her absence
- Chairs occasional special committees/task forces/projects.

Treasurer

- Controls collection and disbursement of club's finances
- Prepares and monitors the budget
- Maintains accurate financial records.

Article VI - Advisor/Advisory Board Responsibilities

Expectations of the advisor in the organization are as follows:

- Ensures that the activities of the club or organization constitute no legal liability to the university or the organization
- Provides expert knowledge supporting the success and sustainability of the organization
- Develops and maintains a knowledge of university policies and procedures.
- Attendance at 50% or all of scheduled meetings and events
- Must be available for contact during all events scheduled

Article VII - Meeting Requirements

All members are expected to attend meetings at times in which they are available.

Determination of quorum: 75% of members or more must be required in order for votes on decisions to be held before the general membership and executive committee.

Article VIII - Method of Amending By-Laws

Any proposed amendments should be presented to the executive board in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read aloud 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 or a majority or two-thirds of the entire voting membership of the organization, present or not. Amending By-Laws is easier and more frequent than amendment of the constitution. The goal of amendment to By-Laws is to incorporate basic principles important to the University while promoting those of the organization.

Constitution

03/26/2024