

Buckeyes Shuffled
Constitution
The Ohio State University

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

Section 1: The name of this organization shall be Buckeyes Shuffled.

Section 2: The purpose of Buckeyes Shuffled is to be a safe space for students of mixed ethnic backgrounds, kids who grew up in expatriate families internationally, military kids, kids who immigrated to America as transracial adoptees or kids who immigrated to America and are navigating their own culture in addition to American culture. Buckeyes Shuffled aims to celebrate how everyone’s international experiences tie in together to form their own unique cultural identity that may not necessarily fit into one particular culture. Members will teach and learn about various cultures from their peers during general body meetings and celebrate the world’s holidays and special events at our organization events. Additionally, our organization will invite a diverse range of career professionals to speak about their experiences navigating their respective fields, as well as guest speakers who are champions of diversity to come speak about diversity and inclusion in our community and beyond. Our organization will not only support our members, but our passion to support those of similar backgrounds extends to the greater community by fundraising for charities whose missions align with those of Buckeye Shuffled: supporting those in need who come from diverse cultural backgrounds. We will also focus on offering a multitude of volunteering opportunities where members can directly interact with and guide the diverse members of our community and the next generation who are growing up with similar experiences.

Section 3: This organization is inclusive to all persons and shall not be 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, Buckeyes Shuffled 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

Section 1: Memberships will be open to all Ohio State Students interested in promoting diversity and inclusion in the community. All members shall be in good standing with the university, and members are expected to participate in at least one general body meeting and one organization event per full semester in order to retain membership. Membership is open to all students of The Ohio State University. Only student members will be able to hold officer positions and run for the Buckeyes Shuffled executive board.

Section 2: Members of Buckeyes Shuffled will encounter a culturally diverse environment and will be provided many opportunities to engage in the club through our general body meetings, special organization events, listening to guest speakers and volunteering opportunities in our community. Members' volunteer hours will be recorded and verified by the organization, but only if they have achieved full membership status as dictated in Section 1.

Article III – Methods for Removing Members and Executive Officers

Section 1: Any member who engages in behavior destructing the advancement and purpose of this organization, violates the organization's constitution or by-laws, violates the Code of Student Conduct, university policy, or federal, state or local law, can be removed through a majority vote of the executive board with the approval of the advisor.

Section 2: Any executive board member will be terminated from their position for sufficient cause. Sufficient cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to complete tasks and club assignments, or any misbehavior involving the violation of 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. A hearing for potential termination will include all executive board members and the executive board member of interest. The executive board member of interest can provide defense on their behalf before the final consensus. Removal will be effectively decided by all other executive board members through a majority vote with the approval of the advisor.

Article IV – Organization Leadership

Section 1: President

- a) The president shall be responsible for scheduling and presiding over all general member meetings.
- b) The president shall be responsible for scheduling and presiding over all executive board meetings.
- c) The president shall maintain a close affiliation between its members and advisor.
- d) The president shall be the main representative of the organization responsible for all external communications.
- e) The president shall oversee officer selections and transitions.
- f) The president shall approve and oversee all executive board responsibilities.

Section 2: Vice President

- a) The vice president shall approve all outgoing correspondence for the organization to the members (i.e. minutes, upcoming events, meetings).
- b) The vice president shall be responsible, upon absence of the president, for presiding over meetings.
- c) In the case of presidential vacancy, the vice president shall become interim president until the vacancy is filled.
- d) The vice president shall work closely with the president and work to support any and all needs of the organization.
- e) All duties of the vice president should have direct coherence with the president of the organization.

Section 3: Treasurer

- a) The treasurer shall receive and transfer all funds for the organization.
- b) The treasurer shall keep an itemized account of all monetary transactions.
- c) The treasurer shall be in charge of building a budget plan each semester regarding potential spending and funding opportunities, in collaboration with the Director of Event Planning.
- d) The treasurer shall be in charge of submitting all grant and funding proposal applications, in collaboration with the president and vice president.
- e) The treasurer shall aid the Director of Fundraising of all fundraising initiatives.
- f) The Treasurer shall work closely with the president and work to support any and all needs of the organization.

Section 4: Director of Fundraising

- a) The Director of Fundraising shall be in charge of brainstorming and selecting initiatives and charities for the organization to fundraise for.
- b) The Director of Fundraising shall work with the Director and Event Planning and the Director of Outreach to coordinate fundraising events.
- c) The Director of Fundraising shall work with the Treasurer to manage all funds that have need raised and where money is being transferred.
- d) The Director of Fundraising will work with the Treasurer to submit a report at the end of the academic year to summarize fundraising initiatives and money raised.
- e) The Director of Fundraising shall be in charge of all fundraising including, but not limited to, communication with businesses and sponsorships, with the President and Vice President.
- f) The Director of Fundraising shall work closely with the president and work to support any and all needs of the organization.

Section 5: Director of Event Planning

- a) The Director of Event Planning shall be in charge of brainstorming and carrying out events to bring the organization members closer together.
- b) The Director of Event Planning will work closely with the Treasurer to develop a budget to support all materials needed to carry out the event.
- c) The Director of Event Planning shall work closely with the Director of Outreach regarding membership development initiatives.
- d) The Director of Event Planning shall work closely with the president and work to support any and all needs of the organization.

Section 6: Director of Outreach

- a) The Director of Outreach shall be in charge of membership development and retention.
- b) The Director of Outreach shall be in charge of coordination volunteering opportunities to provide for organization members.
- c) The Director of Outreach shall be in charge of sending emails and other forms of communication to members.
- d) The Director of Marketing shall manage the organization's social media accounts (Website, Instagram, GroupMe, etc.)

e) The Director of Outreach will serve as a contact point for members to reach out to with any comments and concerns.

f) The Director of Outreach will work closely with the Director of Marketing to carry out event advertisement and other organization initiatives.

g) The Director of Outreach shall work closely with the president and work to support any and all needs of the organization.

Section 7: Director of Marketing

a) The Director of Marketing shall lead the marketing of the organization.

b) The Director of Marketing shall create all marketing material in a timely manner, in collaboration with the Director of Outreach.

c) The Director of Marketing will work closely with the Director of Outreach on matters regarding event advertisement.

d) The Director of Marketing shall work closely with the president and work to support any and all needs of the organization.

Article V – Election / Selection of Organization Leadership

Section 1: All student members of the organization can be elected to the Buckeyes Shuffled executive board. For eligibility, members must adhere to all membership qualifications and the university policy. All organization leadership for the following year are selected annually by current executive board members based on applications submitted by interested parties. If a position is vacated by resignation, impeachment, or other special circumstance, the executive board will appoint a new position effective immediately. The application process will be held near the end of the academic year to begin their term the following Autumn semester. If not enough people apply, the current executive board will appoint a current executive board member to the position, while the board searches for new leadership.

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

Section 1: The Executive Committee shall contain the positions of the President, Vice President, Treasurer, Advisor, Director of Fundraising, Director of event planning, Director of Outreach, Director Marketing.. The student members of the executive committee, shall meet at the discretion of the collective executive board to discuss essential matters and activities of the organization; the advisor may join these meetings if she/he chooses to.

Article VII – Standing Committees: Names, purposes, and composition.

Section 1: Outreach Committee

a) The Outreach Committee, co-led by the Director of Outreach and the Director of Event Planning, shall plan and organize methods to reach the greater student population.

b) The Outreach Committee shall provide organization members the opportunity to help direct organization events and growth of the club under the guidance of the Executive Committee.

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

Section 1: The Advisor must be a faculty member or a member of the Administrative and Professional staff at The Ohio State University. If the advisor is not a faculty member, a co-advisor that follows the above guidelines shall assist the advisor.

Section 2: The advisor shall be given the following responsibilities:

- a) The advisor shall be an effective communicator, working especially closely with the President and Vice President.
- b) The advisor shall be willing to attend meetings if requested by the executive board.
- c) The advisor shall give guidance on the organization's goals and assist in the completion of them when needed.
- d) The advisor shall assist the executive board in approving organization requests when needed.

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

Section 1: General Body Meetings are highly encouraged to be held monthly, with the consensus of the executive board. These meetings will be led by the executive board and will focus on an agenda for the upcoming month along with important events and opportunities.

Section 2: Social events are encouraged to be held monthly, in the middle or end of each month. This can be altered depending on the number of festival celebrations and when these dates align with organization meetings. These meetings will be led by the Director of Event Planning and the Director of Outreach, with collaboration with the Outreach Committee. These meetings will focus on celebrating cultural festivals of members, as well as fun community events to bring the organization members closer together.

Section 3: Fundraising events are encouraged to be held at least once or twice each semester. This can be altered depending on the number of fundraising initiatives planned or involved fundraising partners for the semester. These meetings will be led by the Director of Fundraising and the Treasurer. These events will focus on raising money and spreading awareness for the initiative of choosing. These events will also provide members an opportunity to volunteer.

Article X – Attendee Conduct.

Section 1: Attendees of events must conduct themselves in a responsible and appropriate manner that reflects well to the organization and university. This includes being respectful of all students, faculty, staff, and property. Behavior that violates this organization's constitution, the Code of Student Conduct, university policy, or federal, state or local law will result in disciplinary action determined by the Executive Committee. This discipline can result in removal or expulsion from the event and the organization.

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

Section 1: Amendments to this Constitution can be made during Executive Committee meetings, in writing. An amendment shall be motioned by one of the Executive Committee members and seconded by another. A passing vote of two-thirds will ratify the selected amendment, and it shall be included in the Constitution in a timely manner. Organization members wishing to make an amendment shall present their amendment in writing at an Executive Committee meeting, gaining two Executive Board members' approval for a vote to occur: needing two-thirds approval at this vote to pass. Members may veto any amendment with a three-quarters vote in opposition to the vote of the Executive Committee. The constitution should not be amended easily or frequently.

Article XII – Method of Dissolution of Organization

Section 1: Dissolution of the organization requires a unanimous vote by the executive board and advisor along with 80% of all active club members. Any remaining funds will be proportioned back out to the members who contributed to the fund pool. Any remaining merchandise may be distributed however the executive board and remaining active members see fit. Upon the official dissolution of the organization, Student Activities staff will be contacted to remove organization information from their website.