

## Constitution

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

#### Section 1: Name:

*Buckeye Med Mentors*

#### Section 2 - Purpose:

*Buckeye Med Mentors is a student-led organization that aims to create a network of aspiring healthcare professionals between medical students and undergraduates at the Ohio State University. The main focus of the group is to provide mentorship throughout all stages of the pre-med path and, in particular, support undergraduates who come from underrepresented populations in medicine with limited access to the healthcare field. We will do so through long-term mentor-mentee relationships and regular events that expose students to a variety of medical student perspectives, where pre-med students can receive guidance from medical students and medical students can utilize their experiences to set up the next class of future physicians.*

#### 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, Buckeye Med Mentors 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.***

*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***

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), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.*

**Article IV - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.**

Organization leaders represent the Executive Committee and general membership and are elected or appointed from the ranks of the organization's voting membership. The titles of organization leaders, the length of terms, specification as to which leaders are elected or appointed and by whom, and the general duties of each leadership position should be clearly specified.

- A. President
  - a. The president will be elected annually by the outgoing medical student executive board.
  - b. The president shall be the chief executive officer and spokesperson of the Medical Student Body and act as the primary external liaison of the organization.
  - c. The president will hold the authority to schedule, hold and run executive board meetings along with general assembly meetings.
  - d. Able to veto or approve legislation, or membership changes.
- B. Vice President Mentorship
  - a. Will be elected annually by the outgoing medical student executive board.
  - b. Oversee mentor mentee relationships between undergraduate premedical students and medical students. Responsible for the matching and monitoring of students.
  - c. Will be the main source of communication between mentorship relationships and the board.
- C. Vice President of Events
  - a. Will be elected annually by the outgoing medical student executive board.
  - b. Will be responsible for event planning, idea generation, and coordination.
  - c. Coordinates with treasurer on event funding along with VP of mentorship for mentor/mentee relationship building.
- D. Secretary
  - a. Will be elected annually by the outgoing medical student executive board.
  - b. Primary responsibilities will be planning the agenda of executive meetings, scheduling of events, record taking of the club members.
- E. Treasurer
  - a. The position of treasurer will be elected annually by the outgoing medical student executive board.
  - b. The position is responsible for management and application of the entire club's finances and funding. This contains but is not limited to Medical School Funding, University Funding, University Audits and record keeping of financial spending.
- F. Director of Diversity, Equity and Inclusion
  - a. The position of Director of Diversity, Equity and Inclusion will be elected annually by the outgoing medical student executive board.
  - b. The position is responsible for the development and implementation of programs and services that promote diversity within the organization. These initiatives include the mentee application, mentor-mentee pairing process, and collaboration with various undergraduate and medical organizations.
- G. Director of Communications
  - a. The position of Director of Communications will be elected annually by the outgoing medical student executive board.
  - b. The position will oversee and coordinate with the undergraduate executive board to ensure fluid communication between the medical school and undergraduate student body. Additionally, they will be responsible for monitoring engagements among the students and with the public via social media or other means.

Two boards of leadership shall exist, one consisting of medical students and one of undergraduate students. The purpose of the medical student executive board is to manage medical student organization members and

undergraduate executive board for undergraduate students, respectively. Roles will parallel one another and the two boards will work together to organize events, initiatives, etc.

***Article V- Election / Selection of Organization Leadership***

*Nominees for all Executive Committee positions shall be a current student at the Ohio State University College of Medicine or main campus. Elections will be held during the January meeting of each year. All medical student nominees must be of first year standing and maintain a consistent membership within the club. All undergrad nominees must be of second year standing or higher and maintain a consistent membership within the club for at least a year. Nominees will be chosen by the outgoing executive committee. There is no term limit for executive positions.*

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

*The Undergraduate Executive Committee represents the undergraduate general membership, conducts business of the organization between general meetings of the medical student membership and undergraduate membership and reports its actions at the general meetings of the Executive Board. The undergraduate board executive committee will be selected via an application and interview process held by the Medical Student Board. Positions of the undergraduate board will mimic the roles and responsibilities of the medical student board and attendance is required at all board meetings.*

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

*Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. Responsibilities and expectations of advisors should be clearly and adequately described.*

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

*Minimum of two general meetings each semester and attendance at all or 50% of events hosted may be required for membership each academic term except for summer.*

***Article IX – 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. There will be a conduct hearing if deemed necessary which will be held by the College of Medicine student board. The defender will have a chance to defend their position and a vote will be held by board members determining disciplinary action if necessary.*

***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 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***

*Dissolution should occur if membership falls below 10 students or a 90% majority vote from membership along with unanimous approval from the executive board and advisor. Should any organization assets and debts exist, appropriate means for disposing of these assets and debts should be specified clearly and unequivocally. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.*

