

**The Constitution of
The Ohio State University Chapter of
Women in Cybersecurity
04/03/2024**

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

Section 1: Name: This organization is named Women in Cybersecurity at Ohio State University. This organization is a student chapter of the national Women in Cybersecurity organization, which may also be called WiCyS for short.

Section 2 - Purpose: This organization shall work toward recruiting and retaining women in the field of cybersecurity. This organization will also offer a space for those of all gender identities to learn skills and improve their understanding of cybersecurity. This may include teaching members how to use certain tools and techniques in the field. This organization will also host socials and give members the opportunity to network with each other and security companies.

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, Women in Cybersecurity at Ohio State University 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 for the Women in Cybersecurity at Ohio State University chapter will be defined as a student that attends at least two meetings a semester. Members will have voting power during the elections, which will be held whenever there is a board vacancy. General membership shall be restricted to students, either undergraduate or graduate. Alumni and faculty are welcome to attend events and assist with the organization as they see fit, however they will be granted a

separate type of membership (referred to as Alumni/Faculty Members) that does not have voting power. Alumni/Faculty Members are not required to attend meetings to retain their membership.

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

II.b. Membership in the Women in Cybersecurity at Ohio State University chapter does not make a student automatically a member of the national WiCyS organization. Student membership to WiCyS may be granted by applying to the national organization and paying an annual \$15 a year fee. This may be completed at <https://www.wicys.org/join>.

Article III – Methods for Removing Members and Executive Positions

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 or other leadership position 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

Section 1: President

The president will be the primary leader of the organization. The president must ensure that the organization fulfills all requirements and is in good standing with the University and with the

national WiCyS chapter. The president will also work to plan weekly events, help with recruitment, and assist in obtaining funds. The president must complete annual training at the Union. A president may serve no more than two years.

Section 2: Vice President

The vice president will act as the secondary leader of the organization. The vice president will assist in planning weekly events and help plan recruitment strategies. The vice president will act as the president whenever the president is unavailable. A vice president may serve no more than two years. The vice president will also be responsible for helping to hang flyers.

Section 3: Treasurer

The treasurer will manage the budget and funding for the organization. The treasurer should also work toward obtaining more funding for the organization by private donors, fundraising, and other means. The treasurer will apply for funding through the Union. The treasurer must complete annual training at the Union. Treasurers may serve no more than two years. The treasurer will also be responsible for sending the newsletter and posting to social media.

Section 4: Advisor

The advisor shall help with the organization in issues related to the department and general university where the other members may not be able to assist. The advisor should also provide direction to the organization. The advisor is required to complete training every two years through the Union.

Section 5: Event Coordinator

This position will have up to two members that will collaborate together to create events at least biweekly. The events can range from study tables to fun social events that may or may not involve learning more about Cybersecurity. This position has the purpose to better connect with our members and create a community within the organization.

Section 6: Professional Development

This position would serve the purpose to assist students to develop their professional careers. The responsibilities would include connecting with industry professionals, potential sponsors, and current OSU staff for opportunities towards WiCyS members. Professional Development can also organize meetings that will enhance students' careers.

Section 7: Marketing

This position will be in charge of all social media that connects to our organization, which includes Instagram, LinkedIn, etc. Marketing would also be in charge of all flyers and announcements on Discord.

Section 8: Other Positions

As the organization expands, it may be prudent to add board positions for different functions. The positions shall be reassessed at the end of each year.

Article V- Election / Selection of Organization Leadership

All officers shall be elected by a majority vote from the members. A vote for officers will occur at the end of each year or as positions become available, whichever comes later. Members will be notified of an in-person vote at least one week prior to the vote. Only voting members may run for a leadership position. If a member wishes to run for a position, that member must notify the current leadership of their intention to run.

Other positions, that are not President, Vice President, or Treasurer, will be elected by the new officers that were elected for the following school year. They may do interviews or ask possible elected members to fill out a survey with questions on what they would do if assigned the position.

If a member of the leadership committee wishes to resign, then an election for their replacement shall take place at the meeting a week from the meeting following the resignation. This will give the members time to be notified of the opening and to notify the remaining committee of any intention of running.

General elections will take place at the end of each year. Any members that have reached their term limit, are graduating, or no longer wish to participate in a leadership role may put their positions up for election. The vote will take place during a meeting in April every year. The election meeting will be announced at least one week before the meeting occurs.

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

The advisor of Women in Cybersecurity at Ohio State University must be full-time members of the University faculty or Administrative & Professional staff. The advisor should have technical, preferably security, experience to assist in the planning of events when necessary.

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

To be considered a member of the Women in Cybersecurity at Ohio State University, students must attend at least two meetings a semester for every semester that is not a summer term.

Article VIII – 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. The proposed amendments will be read in the general meeting, then the vote will be taken and will require a two-thirds majority to be passed. The vote will be announced one week prior to.

Article IX– Method of Dissolution of Organization

The organization shall be dissolved if all members of the executive board and the advisor vote to dissolve the organization. If there are any debts, any organization assets must be used to pay these debts off. Any remaining assets are to be donated to the University. The Union must be notified to remove the organization from the official student organization directory, and the national WiCyS organization must be notified of the chapter's dissolution.