

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

Section 1 - Name: Empower Through Health at The Ohio State University

Empower Through Health at The Ohio State University is a chapter of the national non-profit organization, Empower Through Health. The Ohio State student chapter is considerate of the operational intentions of the larger organization but acts freely in managing the activities we take part in.

Section 2 - Purpose:

The Empower Through Health (ETH) University Community seeks to foster a dedicated community of advocates and leaders for global equity. Students in the community will have opportunities to learn about issues in global health with guidance from relevant mentors and develop their skills in organizational management, leadership, and research.

Membership is open, meaning students will not have to pay dues or apply to be a part of this organization. Membership is only available to undergraduate students at The Ohio State University.

This organization will provide events including, but not limited to, journal clubs, guest lectures, organizational bonding, research of literature on the selected topic, global health education, and Ugandan cultural nights.

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, Empower Through Health at The 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.

All undergraduates that are currently enrolled at The Ohio State University are welcome to join this organization. Membership is open and no dues are required.

Article III - Methods for Removing Members and Executive Officers.

Member Removal- 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.

Executive Officer Removal- 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 by deadlines, 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, and obtaining 3 strikes based on the written strike system.

Strike System

This organization holds their executive board members to the highest standards, and to ensure quality leaders for our members, we have a 3-strike system implemented. If an officer receives three strikes during their full term, they will be formally removed from the board. If an officer does any of the below prohibited behavior, they will be given a warning and have a conversation with the co-presidents about their behavior. If the same behavior is repeated, or a new prohibited behavior is exhibited, the officer will receive one strike. If the same behavior is repeated, or a new prohibited behavior is exhibited, the officer will receive their second strike. If the same behavior is repeated, or a new prohibited behavior is exhibited, the officer will receive their third and final strike. When the third strike is given, the formal removal of an officer process will begin. In the time before the formal removal of the officer and following the receipt of their third strike, the officer in question shall not attend officer meetings or vote on organizational matters.

Prohibited behaviors:

- More than 2 unexcused absences of General Body Meetings (GBMs)
- Unexcused absences from executive board meetings
- Rude remarks or offensive behavior toward any other member or officer
- Not completing tasks by the assigned date or not fulfilling discussed role expectations
- Repeatedly not participating in discussion during board meetings

Advisor Removal- If the executive board votes with a two-thirds majority that the current advisor is not fulfilling their role to the best of their ability, or has been disrespectful or rude to members, the advisor will be asked to resign from their position. The co-presidents will send an email or provide a written letter to the advisor notifying them of this decision. Once the advisor receives this note, co-presidents will remove their name from official Empower Through Health at The Ohio State University documents and find a new advisor.

III. a. In the event that the reason for removal of an individual 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

Each executive board member should serve for one academic year. The new board will be selected in the second week of April during the spring semester and begin leading in the following autumn semester.

The new executive board is selected by the previous executive board. This method is put in place as there are nuances to each role, and since the previous board knows what these are, they are fit to select the new board.

To prevent nepotism and unfair advantages, twice a semester each member of the executive board will provide *anonymous* feedback about every board member. Executive board members are expected to be completely honest in their review of their peers, regardless of the relationship between them. The co-presidents will review the feedback and report to the board. If there are negative accounts about an officer from more than half of the board members, co-presidents will sit down with the individual and discuss improvement. If by the next feedback session more than half of the board members still report negative feedback for the officer, a voting process among the board members to remove the officer will begin. If the board (excluding the officer being voted on) votes in a $\frac{2}{3}$ majority to remove the officer, the removal process will begin.

Roles in the Chapter:

- a. Executive Board: The role of the Executive Board is to lead their chapter in recruitment and advocacy. All positions are one-year terms. Members of the Executive Board are obliged to write anonymous reviews of one another at the halfway point of the year and at the end of the year. This chapter has flexibility to create more positions, but all listed positions must be filled.
- i. Co-President (Internal):
 1. There will be one Internal Co-President per chapter.
 2. The Internal Co-President will be responsible for managing the internal operations of the organization.
 3. The Internal Co-President will schedule and book venues for meetings, take attendance, manage new member onboarding, and measure whether the organizational goals set are being met on a monthly, semester, and yearly basis.
 4. The Internal Co-President will be responsible for compiling and coordinating anonymous mid-year and end of year feedback to share with other members of the Executive Board and ETH. Internal Co-President should also be blinded to who submits which survey.
 5. The Internal Co-President will be responsible for supervising and working with the Director of Community, Treasurer, and Global Health Engagement Curriculum Leader on their responsibilities. If the officers under the Internal Co-President's supervision are unable to meet their responsibilities, the Internal Co-President is responsible for meeting the responsibilities.

6. The Internal Co-President will work together with the External Co-President in writing meeting agendas, facilitating coordinating and advertisement of national ETH events at their chapters, renewing and updating the constitution, sending updates to chapter members, and interfacing with Empower Through Health national organization.

ii.Co-President (External)

1. There will be one External Co-President per chapter.
2. The External Co-President will be responsible for managing the external operations of the organization.
3. The External Co-President will search for partnerships with entities such as foundations, high schools, and other organizations on and outside of campus.
4. The External Co-President will be responsible for supervising and working with the Director of Communications, Co-Director of Campaigns, and Global Health Experiential Fellowship Leader on their responsibilities. If the officers under the External Co-President's supervision are unable to meet their responsibilities, the External Co-President is responsible for meeting the responsibilities.
5. The External Co-President will work together with the External Co-President in writing meeting agendas, facilitating coordinating and advertisement of national ETH events at their chapters, renewing and updating the constitution, sending updates to chapter members, and interfacing with Empower Through Health national organization.

iii.Director of Communication

1. There will be one Director of Communication per chapter.
2. The Director of Communication will be responsible for the chapter's social media accounts and blogs including creating flyers and managing branding.
3. The Director of Communication will be responsible for organizing advocacy events (letter writing campaigns, etc) centered on social justice issues at the direction of the National Board (around one to two events per semester)
4. The Director of Communication will be responsible for taking attendance at each GBM and board meeting, as well as taking notes at the board meetings.

iv.Director of Community

1. There will be one Director of Community per chapter.
2. The Director of Community will be responsible for fostering a sense of community among the chapter members. He or she will coordinate social gatherings. The Director of Community must coordinate at least three such events per semester.
3. The Director of Community will be responsible for seeking out local community service opportunities

v. Treasurer

1. There will be one Treasurer per chapter.
2. The Treasurer will be responsible for working with Empower Through Health to help develop and manage the project budget.
3. The Treasurer will be responsible for making a yearly chapter budget and keeping track of expenditures.
4. The Treasurer will be responsible for checking Bloomerang donations for all donors acquired through his/her chapter and ensuring that acknowledgment forms are sent to those donors within 60 days

vi. Co-Director of Campaigns

1. There will be two Co-Directors of Campaigns per chapter.
2. Together, they will be responsible for directing at least three campaigns and events per semester to support the project.
3. The Co-Directors of campaigns will also be responsible for assisting running social media platforms with the Director of Communication.

vii. Global Health Engagement Curriculum (GHEC) Leader:

1. There will be one GHEC Leader per chapter.
2. Each week, a GHEC Leader will organize a 30 minute discussion on global health and social justice.
3. Each chapter will rotate hosting the GHEC. For example, if there are ten chapters, each chapter will be responsible for hosting it once every ten weeks during the academic year (3-4 times a year).
4. GHEC Leader will send ETH team their proposed presentation two weeks before the discussion so that both parties can jointly modify it as needed.

viii. Global Health Experiential Fellowship (GHEF) Leader:

1. There will be one GHEF Leader per chapter.
2. GHEF Leaders will coordinate their chapter's activities before and while in Uganda. This includes coordinating flights, ensuring everyone has requisite immunizations, and checking welfare of the team while in Uganda.
3. GHEF Leaders will keep a weekly blog while in Uganda.
4. GHEF Leaders will be selected among those selected to participate in the Global Health Experiential Fellowship.

ix. Advisor:

1. There will be one primary advisor and one secondary advisor.
 1. Both advisors must be full-time members of the University faculty or Administrative & Professional staff.
2. Advisors will attend at least one general body meeting each semester to get to know the general body.
3. Advisors will provide advice with any problems the board runs into.
4. The primary advisor will approve any funds requested and fill out any required paperwork.

Expectations:

- a. The Executive Board of each chapter and ETH nationals will set a work plan, budget, and revenue strategies for the upcoming academic year during the summer.
 - b. During the school year, each chapter will spend 30 minutes per week discussing issues of global health and social justice through ETH's Global Health Engagement curriculum.
- c. During the school year, biweekly meetings between ETH nationals and the Executive Board of each chapter will be held.
- d. During the school year, monthly general member meetings will be held. ETH team will attend these meetings to share updates from Uganda. During some meetings, topical presentations will be conducted by Empower Through Health.
- e. At least one of the incoming co-presidents of each chapter, barring exceptional circumstances, is required to participate in the Global Health Experiential Fellowship.

National Board:

- a. After annual selection of the executive board, a list of positions available on the National Board will be circulated, and each chapter can nominate up to three candidates for the National Board. Nominees will submit a statement of interest on their top three choices for the National Board. These candidates should be members of the executive board of their chapters.
- b. Among the candidates nominated, ETH will select between zero and three National Board members from each chapter.
- c. The co-presidents of each chapter of ETH must attend the biweekly National Board meeting.
- d. Changes to this constitution may be proposed at national board meetings.

Annual Timeline:

July: Executive Board of each chapter sets goals for the upcoming year jointly with Empower Through Health

August: Work plan, budget, and revenue strategy are formed jointly with Empower Through Health

August – May: Chapter activities consisting of weekly 30 minute global health and social justice discussions, at least one campaign per month, etc. Biweekly meetings between Empower Through Health and the Executive Board. Monthly General Member meetings – updates from Uganda and from the chapter will be shared jointly. During some meetings, there will be topical presentations conducted by Empower Through Health.

September: Anonymous feedback for the Executive Board

December: Anonymous feedback for the Executive Board

January – February: Global Health Experiential Fellows from Ugandan universities and American universities are selected

February – May: Global Health Experiential Fellows work to plan their projects with Empower Through Health

February: Anonymous feedback for the Executive Board

April: Anonymous feedback for the Executive Board

Second week of April: Executive board is selected for the upcoming year

Article V - Meetings and Events: Required Meetings and Their Frequency

a. General Body Meetings (GBMs)

- i. GBMs are mandatory for executive officers. Two unexcused absences are permitted per semester. Excused absences will be determined by the co-presidents. Excluding exceptional circumstances, the knowledge of an excused absence must be shared with and confirmed by the co-presidents at least 48 hours before the GBM.
- ii. There is no GBM that is mandatory for general body members.
- iii. In order for general body members to be eligible for board positions, they must show their interest in the organization by attending at least 3 GBMs each semester.
- iv. GBMs will be held on a weekly basis.

b. Executive Board Meetings

- . Executive board meetings will be held weekly during the academic year, and when co-presidents see fit during summer and winter breaks.
- i. Executive board meetings are MANDATORY for every board member. No unexcused absences are permitted. As with GBMs, consult the co-presidents at least 48 hours before an executive board meeting for excused absences, with the exception of exceptional circumstances.

Article VI - Attendees of the Events of the Organization

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. If behavior is considered disruptive or disrespectful the attendee or member will be asked and expected to leave the event.

If persistent disruptive behavior of a member occurs, the formal process to remove a member will begin in accordance with Article III and the outcome of that process must be observed.

Article VII - Method of Amending the Constitution

Any proposed amendments should be presented to the co-presidents in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general body meeting with discussion and debate, allowing time for revision, then read again at the following executive board meeting in which the votes of executive board members will be taken. Acceptance of the proposed amendment requires a two-third majority of executive members when all executive members are present. The new

amendment must be adapted to the constitution within one week of acceptance. As soon as the amendment is written into the constitution, it will become active.

Article VIII - Method of Dissolution of the Organization

If the general body and executive board reach the decision that Empower Through Health at The Ohio State University should be dissolved in a two-thirds majority vote, all participating members should be notified. As this organization is part of a national non-profit we do not have a bank account, and therefore need no procedure for disposing of acquired money or debts.

The current co-presidents should email Student Activities staff for removal of this organization from the OSU website.