

# **Black Scholars Connect**

## **Constitution and By-Laws**

### **Article I: Name, Mission Statement , and Non-Discrimination Policy Section I - Official Organization Name** Black Scholars Connect hereafter referred to as BSC

#### **Section II - Mission Statement**

To create a safe environment for students to learn about Black history. To learn about the way historical events affect modern times and the way it all affects students personally. To create a space for students to learn and understand the world around them while learning more about their peers and creating a community.

#### **Section III - Non-Discriminatory Policy**

Black Scholars Connect prohibits discrimination 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, Black Scholars Connect 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: Categories of Membership and Membership Qualifications**

Organization leaders represent the Executive Board 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 and by whom, and the general duties of each leadership position will be listed below.

1. President
  2. Vice President
  3. Treasurer
  4. Secretary
  5. Co-directors of marketing
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Details about the responsibilities of each of these positions will be explained in Article III. There is also our esteemed advisor who stands as a support system for BSC and its operations.

In order to qualify to be a member of Black Scholars Connect, you must be an affiliated student of The Ohio State University. In order to be an advisor for the organization you must be a faculty member of The Ohio State University. In order to be a co-advisor for BSC you must be an alumni of The Ohio State University of faculty member of The Ohio State University. In order to hold any position on the executive board you need to hold at least a 2.65 GPA. All executive board members must abide by the rules and regulations in this constitution as well as uphold the vision and goals for the organization. It must be noted that to be a member of BSC you do not need to affiliate yourself with any particular race/ethnicity, all are welcome!

## **Article III: Executive Board Officer Responsibilities**

### **Section I - President**

The president shall oversee all organizations events, collaborations,

outreach, finances, and planning. The president will ensure that everyone in the other positions does their duties and shows leadership.

- A. The president will work with executive board members to uphold the vision of the organization.
- B. Oversee and fact check all educational presentations.
- C. Main presenter for all meetings unless delegated otherwise by President.
- D. Delegate research and preparation for general body meetings.
- E. To facilitate all executive board meetings.
- F. To collaborate with the secretary to keep up with the organization's email.
- G. The President must meet with Advisor or Co-Advisors at least once a month for check ins.
- H. Must facilitate elections for executive board members in collaboration with the Advisor and potential Co-Advisor.
- I. To facilitate the creation for both the semester and years curriculum in collaboration with executive board.

## **Section II - Vice President**

The vice president shall be the primary consultant for the president, make decisions for the organization, be a second opinion for the president, and also present creative ideas for the organization.

- A. The Vice-President will share the duties and responsibilities of the President.
- B. To help the president uphold the vision for the organization.

- C. In the event the President is unable to serve or is absent, the Vice President will assume all responsibilities and duties of the President until the President returns or a new election is held.
- D. Vice President will work with all executive board members to plan collaborations with other organizations.

### **Section III - Treasurer**

The treasurer shall ensure that the events are within an affordable budget range and manage the organization's finances during the academic year.

- A. Treasurer should work in collaboration with the marketing team to create fundraising opportunities for the organization.
- B. The treasurer is responsible for ordering food and beverages for general body meetings.
- C. The treasurer will work closely with the advisor in order to maintain an accurate record of the organization's accounts, distribute checks and create financial reports.
- D. The treasurer must maintain and keep receipts of all transactions organized.
- E. The treasurer performs all other duties assigned by the President.

### **Section IV - Secretary**

The Secretary is responsible for keeping track of all meeting notes and meeting times.

- A. Secretary is responsible for scheduling general body meetings times, locations, and room reservations.

- B. The Secretary is responsible for maintaining the organization's e-mail account in collaboration with the President.
  - The Secretary is responsible to respond to all emails in a timely manner (2 business days).
- C. Responsible for maintaining records of all members contact information (emails, phone numbers, schedules, etc.)
- D. Records minutes for all meetings.
- E. Records and keeps record of attendance for all general body meetings.
- F. Responsible for taking notes for all executive board meetings and making them accessible to all executive board members.
- G. Performs all other duties assigned by president.

### **Section V- Director of Marketing/ Co- Directors of Marketing**

The marketing ambassador shall create and monitor social media accounts for the organization while appropriately advertising events to the general body.

- A. Directors of Marketing are responsible for creating and executing a marketing strategy for the year.
- B. Responsible for updating and maintaining organization's website, link tree, and group-me.
- C. Directors of Marketing are responsible for creating, ordering, and distributing all apparel and accessories associated with Black Scholars Connect.

-All designs/creations need to be approved by the President and Advisor(s).

D. Directors of Marketing are responsible for the creation and spreading of flyers for all general body meetings.

- This all entails posting social media stories and posts as well as posting all flyers in the group-me as well as the spreading of physical copies of flyers.

E. Performs all other duties assigned by President.

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## **Article IV: Methods for Removing Members**

### **Section I - Dismissal of General Body Members**

Any member found to be violating any of the following policies will be served with a warning and then dismissed immediately from all organization activities and arrangements if the violation occurs again:

1. The Non-Discriminatory Policy in Section III of Article I
2. Spreading shared personal information of another member with others without the member's permission.
3. Any of the organization By-Laws

## **Section II - Dismissal of Executive Board Officers**

Any executive board members who are not doing their duties, fulfilling their responsibilities, or violating the by-laws of the organization, found defaming Black Scholars Connect in any way will be served with the following progression of disciplinary action:

1. Served with a warning
2. If the lack of responsibility to the organization continues then the executive board member will have a sit down with the president and advisor
3. If the lack of responsibility to the organization continues then the executive board will hold a vote, if the board feels the member should be relieved of their duties, they will be terminated from their executive board position indefinitely/permanently.
4. If the board votes to keep the member and the member continues to not fulfill their responsibilities the President and Advisor have the right to terminate the member.

## **Article V: Organization By-Laws**

### **Section I - Non-Discriminatory Policy**

No amount of discriminatory actions are allowed in this organization. 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.

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## **Section II - Title IX**

As a student organization at The Ohio State University, BSC 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).

## **Section III - Judgement Free Zone and Safe Space**

As an organization, it is important to provide all members with a comfortable environment to express themselves freely without physical, emotional, or verbal harm. This includes not being judged, criticized, harassed or discriminated against due to any topics that may be discussed within each meeting. Any executive board member and or general body member that violates this By-Law will be suspended or dismissed from future meetings. Below are the progressive disciplinary actions if an executive board officer violates this By-Law:

1. Served with a warning
2. If the lack of responsibility to the organization continues then the executive board member will have a sit down with the president and advisor
3. If the lack of responsibility to the organization continues then the executive board will hold a vote, if the board feels the member should be relieved of their duties, they will be terminated from their executive board position indefinitely/permanently.



4. If the board votes to keep the member and the member continues to not fulfill their responsibilities the President and Advisor have the right to terminate the member.

Below are the progressive disciplinary actions if a general member violates this By-Law:

1. A warning will be given promptly.
2. If act(s) are committed again, immediate dismissal from the organization.

#### **Section IV - Academic Integrity and Misconduct**

As an organization based on academia and social change, we adhere to The Ohio State University's policies on academic integrity and misconduct. Any member found sharing sensitive content from university classes such as homework answers or exam material will be immediately dismissed from our organization. We expect our members to have the utmost academic integrity. For more information on these matters, please consult <https://oaa.osu.edu/academic-integrity-and-misconduct>.

#### **Section V - Conflict Resolution**

Members of the executive board share responsibility for overseeing the well-being of its officers and members. Should conflict arise, those involved should actively work towards:

1. Identifying the issue unbiasedly

2. Discussing the issue constructively and efficiently
3. Seek a compromise or resolution for involved parties

If conflict proves to be more serious, executive board officers may seek a mediator such as an advisor or neutral member within the organization's membership. All members should keep private information confided in them confidential, unless given explicit permission to share, or if the information may be potentially harmful/offensive to others.

### **Section VI - Financial Matters**

All organization events and activities that require funds have to be first approved and reviewed by the Treasurer, who will then consult with the Vice President and President.

### **Section VII - Election Methods**

To qualify for the President or Vice President positions, potential candidates must already have been assigned to another officer position within BSC for at least one (1) academic year. Potential candidates for the President position will be interviewed in the spring semester by the current Advisor, Vice President, and another executive board officer. Potential candidates for the Vice President position will be interviewed by the same process, but by the current Advisor, President, and another executive board officer. Following the potential candidates' interviews, the interviewers will present each candidate to the rest of the executive board, and the board will vote in favor of the most qualified and trustworthy candidate to fill the position. To qualify for the Treasurer, Marketing Director, potential candidates must already have been general body members of BSC for at least one (1) academic year. During this year candidate must have attended at least half of the meetings for the year and show adequate engagement while at these meetings.

## Section VIII - Constitution Amendments

This constitution is fundamentally flexible and may be subject to change prior to the beginning or at the end of the academic year with approval from the executive board. All changes to this constitution require a 4/5 majority vote from the executive board and brought to the attention of the Advisor. All potential changes will be disclosed and published in the organization's sources of communication, also being made available to all members and advisors if needed.