

Palestine Children's Relief Fund at Ohio State

Introduction

We, as the Palestine Children's Relief Fund at Ohio State, hereby declare the establishment of a Palestine Children's Relief Fund Student Organization.

With that, we hereby set forth the following laws that will govern the organization's operations and activities. All members will be fully bound by the laws of this constitution unless an amendment is made, for which the procedure is listed in this constitution.

Article I – Purpose, Affiliations, and Objectives of Palestine Children's Relief Fund at Ohio State

Section I: Name

The organization name shall be Palestine Children's Relief Fund at Ohio State, hereinafter referred to as "PCRF - OSU." The official abbreviation of the organization's name shall be "PCRF - OSU."

Section II: Affiliations

The organization shall be a student organization working as an extension of the Palestine Children's Relief Fund, hereinafter referred to as "PCRF." The organization shall follow proper guidelines set by Palestine Children's Relief Fund, remaining a non-political, secular organization.

Our chapter shall abide by all the policies set forth by The Ohio State University and actively maintain a close relationship with the university. PCRF - OSU 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.

Section III: Objectives

The objectives of Palestine Children's Relief Fund at Ohio State shall be:

- To educate the general Ohio State population about PCRF's cause and initiatives.
- To encourage positive collaboration with other student organizations and the larger Ohio State community.
- To work towards raising funds for the certified non-governmental organization, Palestine Children's Relief Fund.
- To network with local doctors and hospitals to find host families for children seeking treatment

Article II– Membership

Section I: Eligibility

All students are welcome to join as long as they share the same ethics, culture and the mission of PCRf. Membership is open to all Ohio State students on the condition that they maintain the level of respect expected from members, which shall be assessed by the Executive Board.

Section II: Membership Status

Membership status shall be broken down into the following:

1. Undergraduate: This membership shall be limited to undergraduate and graduate students enrolled previously or currently at The Ohio State University. This type of membership is broken down into paid and unpaid, each of which grants different rights depending upon the member's active or inactive status:
 - a. Paid Members: Will receive discounted admission to PCRf - OSU paid events, and may run in Executive Board elections if active.
 - b. Unpaid Members: May attend any PCRf - OSU event, but do not have voting rights or running permissions in Executive Board elections, except in the case of financial hardship, in which case candidacy and voting rights will be evaluated on an individual basis.
2. Honorary: This type of membership shall be given to any elected persons from outside of the University as recognition of their distinguished service to the organization. These members do not have voting rights.
3. Associate: This type of membership shall be given to interested faculty members and staff personnel that are active in the operations and activities of PCRf. These members do not have voting rights.

Article III– Methods for Removing Members and Executive Board Members

Section I: Members

If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of PCRf - OSU or in violation with the university code of conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the Executive Board, with the consultation of the advisor.

Section II: Executive Board Members

Any elected Executive Board member can be removed for sufficient cause. Sufficient cause for removal includes but is not limited to: violation of the constitution or by-laws or any conduct deemed prejudicial to the best interests of the chapter. The chapter Executive Committee shall hold a formal hearing to vote on the removal of an elected Executive Board member. The Executive Board member may defend the charges before an action is taken. The Executive Committee may act for removal upon a two thirds affirmative code of the Executive Board.

Article IV– Organization Leadership

The Executive Board positions shall be as following:

1. **Co-Presidents (2):** The role of the Co-Presidents shall be to maintain focus on the vision of PCRf, to work in all areas, oversee planning of all events, coordinate work across all positions, maintain a strong team, handle scheduling, maintain relationships with PCRf and university officials, and attend all PCRf functions.
2. **Secretary:** The role of the Secretary shall be to take notes during meetings, facilitate communication between other PCRf chapters and PCRf - OSU, reserve venues for events, respond to emails on the PCRf email account, and send weekly updates to our mailing list.
3. **Treasurer:** The role of the Treasurer shall be to manage the operating funds for PCRf-OSU and coordinate with the board to assure all financial matters are in good order. The Treasurer will be in direct contact with PCRf-Columbus's Treasurer to ensure all checks and bank account matters are in order as well. The Treasurer will also be in charge of applying to grants and funds that the board deems appropriate. Furthermore, the treasurer will cooperate and plan with local businesses to receive funding, grants, or sponsorships.

4. **Co-Social Media Chairs:** The role of the Media Chairs shall be to raise awareness about PCRFF's cause through social media. The Media Coordinator will be in charge of the Instagram account, including posting events fliers that the Marketing Coordinator makes, answering direct messages, making the story interactive, and posting updates throughout events. The Media Coordinator will be in charge of promoting events, applications, and announcements through GroupMe as well.
5. **Outreach Coordinator:** The role of the Outreach Coordinator shall be to be in contact with sister organizations and new collaborative efforts with other organizations and events. The Outreach Coordinator will act as a liaison between the E-Board and other organizations, along with other people who seek to collaborate with the organization.
6. **Events Coordinator:** The role of the Event Coordinator will be to come up with ideas for different events, including fundraising events. The role consists of being able to list out tasks that must be completed to execute the event. Must work closely with Secretary, to ensure all the rooms are being booked, as well as working with outreach for possible collaborations.
7. **Medical Coordinator:** The role of the Medical Coordinator shall be to communicate with local hospitals and organizations for potential shadowing opportunities and to provide medical care for the children we benefit. In addition, the Outreach Coordinator must oversee the transfer and treatment of Palestinian children to and from Wexner Medical Center along with the Service Coordinator, if allowed due to COVID-19 effects. The Medical Coordinator will be in charge of launching the Big-Little Program with PCRFFOSUMED for members in the upcoming year as well.
8. **Ambassador Coordinator:** The role of Ambassador Coordinator shall be to oversee and run the Ambassador Program. The program consists of biweekly meetings of a group of 10-15 people, the ambassadors, and to give updates, receive feedback, and organize attendance of ambassadors. The Ambassador Coordinator will act as a liaison between the E-Board and Ambassadors.

Article VI– Meetings

Section I: General Body Meetings

At least two options for meeting times shall be announced by the Executive Board. The times shall be put up for voting. The dates and times shall be announced one week prior to the start of the semester.

Section II: Executive Board Meetings

The board shall meet when necessary, at least once a week. The time of the meeting shall be determined by the Executive Board. A meeting can be called into session by either the President or any two members of the Executive Board.

Article VII– Elections, Voting, and Amendments

Section I: Elections

Elections shall be held for Executive Board positions every academic year during the spring semester. Nominations shall be collected throughout the second semester. Previous officers are eligible to run for officer roles for the following year. Only members shall be allowed to participate.

Section II: Voting

Active board members in each cycle will be responsible for electing the Co-Presidents at the end of a term. All other positions will be filled through an application and interview process conducted by the newly elected Co-Presidents.

Active members shall be allowed to vote on matters of the organization and matters involving the flow of meetings. Inactive members shall not be allowed to vote on matters involving the flow of meetings. A majority vote is required for a movement or vote to pass.

Section III: Amendments

For any amendments, an Executive Board meeting must be called and a proper vote must be issued.