

CONSTITUTION OF THE KUWAITI CULTURAL STUDENTS ORGANIZATION

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

Section 1 - Name:

The name of this organization shall be "Kuwaiti Cultural Students Organization," hereinafter referred to as KCSO.

Section 2 - Purpose:

The purpose of the Kuwaiti Students Cultural Organization at the Ohio State University is to provide a welcoming and inclusive community for Kuwaiti students, as well as other individuals interested in Kuwaiti culture, to share their experiences, traditions, and perspectives. Our organization aims to promote cross-cultural understanding and awareness through various cultural, educational, and social activities while serving as a resource for our members in their academic and personal endeavors. We strive to create a supportive network that fosters personal growth, leadership development, and cultural exchange, while also representing Kuwaiti culture and values within the university and broader community.

Section 3 - Non-Discrimination Policy:

KCSO 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 basis in accordance with Student Organization Registration and Funding Guidelines.

Article II - Membership: Qualifications of membership and selection:

Section 1 – Member Selection:

- i- Membership in the organization is open to all individuals, but the officers reserve the right to approve or decline membership applications based on the applicant's suitability and alignment with the organization's mission and values.
- ii- Membership in KCSO is open to all currently enrolled The Ohio State University students who have registered in the association. Others (e.g., faculty, alumni, and professionals) are encouraged to become members as non-voting associates or honorary members.
- iii- Members of KCSO have to register themselves with the organization every academic year. This requires submitting necessary information and clarification of voting status by the applicant during registration.

Article III - Organization Leadership: Titles, type of selection, and duties of the leaders:

Section 1 - Size and Composition:

The Leadership Committee of KCSO comprises four officers: the president, the vice president, the treasurer, and the secretary. These officers are the executive board/committee in the organization.

Section 2 - Qualification of the Officers:

Officers of KCSO shall be current Kuwaiti students at The Ohio State University.

Section 3 - Election of the Officers:

The officers are elected by the majority of the voting members on the election day which will be held in February every year. The official role of the new officers starts after the final results of the election have been announced. The announcement must be made within three days following the election day. It would be in a form of an email, WhatsApp message in the organization group, or the organization's Instagram account. Every Kuwaiti member of KCSO has the right to either nominate himself or another Kuwaiti member in the organization for any of the officer positions.

Section 4 - Duties of Officers:

The president is responsible for strategic planning, personnel management, public relations, board relations, and external relations to guide and direct the organization toward its goals while maintaining positive relationships with stakeholders. The vice president is responsible for supporting the president in achieving the organization's strategic goals, acting as a point of contact for both internal and external stakeholders, and stepping in as the president in their absence. The treasurer is responsible for monitoring the financial needs of the organization, requesting funds from sources within and/or outside the school, managing the organization's finance through bookkeeping and auditing, and setting strategic financial decisions. The secretary is responsible for maintaining accurate records of the organization's meetings, activities, and membership, as well as coordinating communication among members and with external parties.

Section 5 - Coordination Between Officers:

Effective coordination between officers is essential for the efficient functioning of the organization, and therefore, the constitution mandates that the officers of the organization shall work in close coordination with each other to achieve the organization's goals and objectives.

Article IV - Methods for Removing Members and Executive Officers:

Section 1 - Removal of Members:

If a member engages in behavior that is detrimental to advancing the purpose of the 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, if any.

Section 2 - Removal of Officers:

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.

Section 3 - Suspension of Members or Officers:

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 V - Adviser(s): Qualification Criteria:

Section 1 - Qualifications of the Adviser:

Adviser of the organization must be a full-time member of the University faculty or Administrative and Professional staff. If a person is serving as an adviser who is not a member of the above classifications, a co-adviser must be chosen who is a member of these University classifications.

Section 2 - Election of the Adviser:

The adviser of KCSO is selected by the officers of the organization based on the majority of the votes on an annual basis. After the selection of the advisor, new officers shall submit his/her information to the current officers at least one week prior to the re-registration of the organization with the university.

Section 3 - Responsibilities and Duties of the Adviser:

The adviser of KCSO shall help, support, guide, and give advice to students in order to meet the goals and objectives of the organization in the best possible way. The adviser shall also participate in the election meetings of the organization and supervise the elections.

Section 4 - Resignation of the Adviser:

In case of resignation of the faculty adviser, the officers have to elect and introduce to the members an alternate advisor within a two months' timeframe.

Article VI - Meetings of the Organization: Required meetings and their frequency:

KCSO shall hold at least one general meeting of the membership each academic term except for summer. General meetings are open to the public, and the presence of at least one officer is required in a general meeting for it to be considered official. The meeting should be held physically, but the attendance could be virtually if the member has an excuse that needed to be submitted to the secretary at least a day before the meeting. Reports of the programs, achievements, and financial activities as of last presented report must be provided to the public by the Leadership Committee and the treasurer during this meeting. KCSO shall also hold at least two meetings of the Leadership Committee each academic term except for summer. Leadership Committee meetings are open to the public; however, voting right is reserved only for the members of this committee. The presence of at least four officers is required in a Leadership Committee meeting for it to be considered official.

Article VII - Activities of the Organization:

Any activity that is performed through KCSO or in cooperation with KCSO shall have the following conditions:

Agreement with the constitution and by-laws of KCSO.

Financial Security; a program is financially secured when there is a guarantee that the organization will not be in debt after the complete performance of the program.

Any individual or organization who uses the resources of KCSO in order to run an activity shall mention the name of KCSO. If requested, KCSO is responsible for informing its members about activities of other organizations or individuals.

Non-members or other members of the organization can run and manage a program through this organization only when the president approves them.

Article VIII - Method of Amending Constitution: Proposals, deliberation session, and voting requirements:

The need for amending the constitution must be approved by more than half of the officers of KCSO. The process starts with a written proposal by one of the KCSO members that have a detailed explanation with reference to specific article(s). The applicant could ask for deliberation or explanatory, discussion sessions with the officers to interpret the proposal. The officers then discuss the proposal and vote on whether to accept the changes or reject them. During the deliberation session, amendments or modifications may be proposed for the initial submission. Officers possess the authority to determine if a deliberation or discussion session is necessary for addressing the proposed amendments. The proposals must be submitted to the new officers within the transition period, prior to the organization's status changing to active.

Article IX - Method of Dissolution of Organization:

Section 1 - Inactive Condition:

The organization will be considered inactive when it is not registered with the University for any reason. In such case, the assets (possessions) of the organization must be liquidized by the last officers and transferred to the organization's current bank account for the future members within six months. The details of the transactions shall be documented, authenticated, and submitted to the Student Activities Center to be filed.

Section 2 - Dissolved Condition:

The organization could be dissolved only by voting of the registered members. The procedure of voting for dissolution of the organization is the same as that of amending the constitution. In this case, the fixed and current assets of the organization must be sold and donated to a non-profit organization located in Columbus, Ohio chosen by the majority of the members.