

The Constitution
of
the College Democrats
at
The Ohio State University

ARTICLE I: NAME

Section 1: This organization will be known as the College Democrats at The Ohio State University, hereafter referred to as OSU Democrats.

ARTICLE II: MISSION

Section 1: The mission of the College Democrats at The Ohio State University is to promote and encourage democratic values on campus, prepare and develop students for progressive participation during and following collegiate education, and give a platform for education of left-wing principles and ideals.

ARTICLE III: PURPOSE

Section 1: OSU College Democrats is committed to fostering a diverse and safe environment. In accomplishing this goal and embracing diversity, discrimination based upon age, ancestry, race, ethnicity, color, creed, disability, gender identity or expression, genetic information, HIV/AIDS status, national origin, military status, sex, religion, sexual orientation, protected veteran status, and/or political affiliation is hereby prohibited.

ARTICLE IV: AFFILIATION

Section 1: OSU College Democrats is chartered and affiliated with the College Democrats of Ohio, and the Franklin County Democratic Party, and will work closely with all levels of the Democratic Party.

ARTICLE V: MEMBERSHIP

Section 1: All members of this organization must be enrolled at The Ohio State University. Students attending The Ohio State University as part of an exchange program meet this requirement.

Section 2: All members of this organization must abide by the mission statement.

Section 3: All members of this organization shall be considered voting members if they:

- a. have submitted a valid OSU email address to the Secretary, and
- b. have attended at least thirty percent (30%) of general body meetings during the current academic year, excluding general election meetings, or

- c. have received voting status with a unanimous vote of the Executive Board, only in the case of documented time constraints.

Section 4: Members who do not meet the voting requirements shall be considered a non-voting member and unable to vote in any election.

Section 5: Membership audits may be conducted at the discretion of the Executive Board at any time. An audit must occur two weeks before any election to determine the eligible voting members of the organization.

Section 6: If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the Ohio State University Student Code of Conduct, they can be removed through a majority vote of the other voting membership or in cases where the reason for member removal is unable to be shared with the general body, by unanimous vote of the officers, with the consultation of the advisor.

ARTICLE VI: ORGANIZATIONAL LEADERSHIP

Section 1: The organizational leadership shall be vested in an Executive Board, consisting of the following members in order of precedence: President, Vice President, Treasurer, Political Director, Communications Director, Secretary, and Membership Director. Each Leader shall be responsible for following and enforcing this Constitution.

Section 2: The Executive Board shall hold an official meeting at least once a month during the academic year, separate from scheduled meetings of the general membership. These meetings shall be open to the general membership and minutes from these meetings shall be provided upon request.

Section 3: The Executive Board shall reserve the right to hold a private executive session where no minutes are taken. Such an executive session must be noted in the minutes and only elected Officers shall be permitted to attend unless another person's attendance is approved by majority vote.

Section 4: Only elected Officers may vote in Executive Board decisions. Each elected Officer has only one vote and in the instance of a tie, the President's vote shall be the determining vote.

Section 5: President

- a. Call, preside, and supervise over the Executive Board and general meetings as Chair;
- b. Shall serve as the Primary Leader;
- c. Serve as ex-officio member on all committees;

- d. Along with the Advisor, shall be considered the primary liaison and point of contact to all outside organizations and Campus Administration unless designated otherwise;
- e. Nominate a Chief of Staff for approval to the elected Executive Board.

Section 6: Vice President

- a. Perform all the duties of the President in the President's absence;
- b. Assume the Presidency if the President resigns or is impeached;
- c. Shall be the chief parliamentary officer of the organization and serve as Secondary Leader;
- d. Shall be the chief interpreter and enforcer of OSU College Democrats Constitution and By-Laws.

Section 7: Treasurer

- a. Shall be the chief financial officer of the organization and shall control all financial accounts owned by the organization along with the President;
- b. Report any changes in the financial status of the organization at the following Executive Board Meeting.;
- c. Maintain the finances of this organization in the following ways:
 - i. Collect and record all payments and donations made to this organization;
 - ii. Record all payments made by this organization;
 - iii. Apply for and maintain all operating and programming funding;
 - iv. Advise the Executive Board financially;
 - v. Conduct an annual audit of the finances of this organization;
 - vi. Establish a budget and oversee fundraising operations.

Section 8: Political Director

- a. Act as the primary liaison to other political organizations;
- b. Serve as chief organizer of political activism and political communications;
- c. Report official political activities to the Executive Board;
- d. In good faith, inform the Executive Board of external political opportunities.

Section 9: Communications Director

- a. Shall be the chief messaging officer and will coordinate with the President, Political Director, and other Executive Board members on external communications;
- b. Maintain the organization's website and social media presence;
- c. Draft the organization's communications.

Section 10: Secretary

- a. Keep and record all Executive Board meeting minutes;
- b. Record attendance at all Executive Board meetings and general meetings;
- c. Administer, record, and publish all roll call votes conducted in Executive Board sessions;
- d. Collect, maintain, and make public membership, Executive Board, and voting member lists.

Section 11: Membership Director

- a. Responsible for planning and executing social events
- b. Organize involvement fair and other recruitment activities throughout the year.
- c. Create and organize member retention initiatives
- d. With the help of the membership committee, greets and gets to know new members at meetings

Section 12: Large Executive Board Members

- a. The Chief of Staff shall be the only required appointed Officer of the Executive Board;
- b. In the event that a Chief of Staff is not appointed, Chief of Staff duties will be passed on to the Vice President.
- c. All other appointed Officers shall be nominated by an elected member that oversees such operations, pending confirmation by the elected members of the Executive Board;
- d. No appointed Officer shall have the authority to vote in Executive Board meetings;
- e. Appointed Officers may be dismissed with a majority vote of the Executive Board.

Section 13: In order to be eligible for any of the elected officer positions, students must meet the following qualifications:

- a. Be a voting member of the organization;
- b. Meet all Office of Student Life and University requirements for Leadership.

ARTICLE VII: Elections

Section 1: General Elections

- a. Shall be held during a regularly scheduled general membership meeting two to four weeks before the end of Fall Semester;
- b. The method of voting shall be determined by unanimous decision of the Executive Board;

c. In the event of a tie, a recount of the votes will occur. If the tie still stands, the duty shall be upon the Election Coordinator shall flip a coin to decide the winning candidate.

Section 2: Special Elections

- a. Upon the vacancy of any Elected Executive Board position, a Special Election will occur within three weeks after the vacancy takes place;
- b. Candidacy for the Special Election shall be decided by application and approved by a bloc vote of the general body.
- c. Shall be conducted during a regularly scheduled meeting determined by a unanimous decision of the Executive Board.

Section 3: The Elections Coordinator

- a. Shall be nominated and confirmed by a unanimous vote of the elected Executive Board no less than three meetings before a general election and no less than fourteen days before a special or amendment election;
- b. Shall preside over the election as a neutral facilitator;
- c. Must be a voting member of the organization;
- d. Must not be a candidate;
- e. Announce all winners to the general membership after votes are counted;
- f. Ensure a just and fair election.

ARTICLE VIII: IMPEACHMENT AND REMOVAL FROM OFFICE

Section 1: An impeachment hearing shall commence whenever two Executive Board members elect to file impeachment proceedings or when twenty percent (20%) of the voting membership petitions to initiate impeachment proceedings.

Section 2: All members of the organization shall be made aware of the impeachment proceedings no later than six days prior to the public proceedings.

Section 3: The impeachment proceedings shall occur as follows:

- a. The Elections Coordinator shall be the presiding Officer.
- b. The presiding Officer shall have no vote.
- c. In the absence of the Elections Coordinator, the presiding Officer will follow the order of precedence skipping the officer facing impeachment.
- d. The Complainant shall have five minutes to explain the reason for initiating the proceedings and in response, the Defendant shall have five minutes of defense, followed by a thirty-minute question period;
- e. The Complainant and Defendant shall both be afforded four minutes for closing remarks.

f. A simple majority vote is required to remove an Officer from Office. In the result of a tie, the presiding officer shall vote to break said tie.

ARTICLE IX: ADVISOR

Section 1: The Advisor to the College Democrats at The Ohio State University must meet the requirements set forth by the Office of Student Life.

Section 2: The Advisor to the College Democrats at The Ohio State University will be chosen upon a majority vote of the Executive Board. Once chosen, the Advisor must meet with the President no less than twice per year.

ARTICLE X: DISSOLUTION

Section 1: This organization shall be dissolved upon a unanimous vote of the elected Executive Board and a three-fourths (3/4) vote of general voting members.

Section 2: In the event of the dissolution of this organization, the Executive Board shall, after payment of all liabilities of the organization, dispose of all assets of the organization in the following fashion:

- a. Forward the remaining assets to the College Democrats of Ohio and/or College Democrats of America with the request that they should be retained in an account and made available to this organization should it ever be reorganized within one (1) year of dissolution, or;
- b. Contribute the assets to a nonprofit organization, the purpose of which is to serve the needs and residents of the State of Ohio.

ARTICLE XI: AMENDING THE CONSTITUTION

Section 1: Proposed amendments:

- a. Shall be presented and distributed at one general membership meeting prior to the poll;
- b. Shall be proposed only by voting members of the organization;
- c. Shall have two sponsors;
- d. Shall appear verbatim on the official ballot;
- e. Approval requires three-fourths of the voting members present.

ARTICLE XII: RATIFICATION

Section 1: Ratification of this Constitution requires a majority vote of the general membership.