

## **Universities Allied for Essential Medicines at OSU Constitution**

### ***Article I – Name, Purpose and Non-Discrimination Policy***

**Section 1 – Name:** “Universities Allied for Essential Medicines at The Ohio State University”. Abbreviated to “UAEM at OSU”.

This organization is affiliated with the international Universities Allied for Essential Medicines organization. The relationship with the parent organization is limited to an advisory capacity. The Ohio State student leaders of this organization are the primary leaders of organization activity. The parent organization is not permitted to exert decision-making powers in regard to membership in the student group, executive eligibility, or executive appointment or election.

**Section 2 – Purpose:** UAEM serves, nationally and at Ohio State, to promote access to medicines and medical innovations by changing norms and practices around academic patenting and licensing, ensure that university medical research meets the needs of people worldwide, and to empower students to respond to the access and innovation crisis.

**Section 3 – Non-Discrimination Policy:** UAEM at 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.

As a student organization at The Ohio State University, UAEM at OSU 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 – Membership: Qualifications and categories of membership***

Membership shall be open to all students at The Ohio State University and non-students of the university. All members shall be in good standing with the university.

Voting membership shall be limited to currently enrolled Ohio State students either in undergraduate or graduate-level studies. Other members, including faculty, alumni, professionals, etc., are encouraged to join and participate, but as non-voting members. The organization will be initiated, led, and run by Ohio State students.

### ***Article III – Methods of Removing Members and Executive Officers***

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.

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 Committee. The organization's non-discrimination policy protects members from removal based on those listed statuses.

***Article IV – Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.***

The President will be responsible for leading general member meetings. They will be responsible for compiling a meeting agenda in collaboration with the other Executive Committee members. They will also be responsible for overseeing all projects within the club and providing appropriate guidance. The President is expected to delegate to the Executive Committee and propose any new leadership positions as needed. Presidents will be appointed (Article V) for one-year terms but may serve multiple terms.

The Secretary will be responsible for managing all communications with all general members, such as the publishing of meeting agendas and details. The Secretary will also be responsible for the management of club records, including taking notes during general member meetings, and executive board meetings, and recording meeting attendance. The Secretary may assist the President in planning meeting agendas. Secretaries will be appointed (Article V) for one-year terms but may serve multiple terms.

The Treasurer is responsible for the management of all organizational finances and has full authority over the financial accounts of the organization. They are responsible for organizing all meetings required to assemble financial documents and proposals for funding. They can delegate planning authority to other members, and committees, but must be present at all financial planning meetings and be the final authority for acquiring and spending money. Treasurers will be appointed (Article V) for one-year terms but may serve multiple terms.

The Events Chair is responsible for the organization and planning of all social events for the organization. The Events Chair shall lead the Events Committee and retain the power to delegate any tasks to members of that committee as they see fit. The Events Chair is responsible for organizing collaborations with other student organizations at Ohio State along with other UAEM

chapters across the globe in coordination with the External Relations Chair. The Events Chair may assist the President in planning meeting agendas. Events Chairs will be appointed (Article V) for one-year terms but may serve multiple terms.

The Communications Chair (abbreviated Comms Chair) is responsible for managing the social media accounts and communication platforms of the organization. The Comms Chair shall lead the Comms Committee and retain the power to delegate any tasks to members of that committee as they see fit. The Comms chair is responsible for the coordination of publishing infographics and a newsletter highlighting upcoming organization events, meetings, and UAEM news. Comms Chairs will be appointed (Article V) for one-year terms but may serve multiple terms.

The External Relations Chair (abbreviated External Chair) is responsible for managing engagements with non-university entities. This includes but is not limited to, writing op-eds for media outlets, drafting and submitting public comments on legislation when appropriate, and creating collaborations with other UAEM chapters in coordination with the Events Chair. The External Chair shall lead the External Relations Committee and retain the power to delegate any tasks to members of that committee as they see fit. External Relations Chairs will be appointed (Article V) for one-year terms but may serve multiple terms.

Other positions with duties will be created as they are needed and officials chosen appropriately according to Article V.

#### ***Article V – Election/Selection of Organization Leadership***

All organization leadership must be current students at The Ohio State University. All organization leadership must be members in good standing with the organization and the university. All organization leadership for the next year is selected yearly by the current executive board members based on applications submitted by interested parties. If a position is vacated by resignation, impeachment, or other special circumstances, the executive board will designate an interim while an application cycle is held. The normal application process will be held near the end of the academic year to begin the term in April of the school year prior to their term. All terms shall last one year from the current April to the following April. If not enough people apply, the current executive board will appoint a current executive board member to the position, while the board searches for new leadership.

The process of the selection of the next executive board shall be led by the current president (or highest ranking non-reapplying executive board member) with all non-reapplying executive board members being part of the selection committee that will run the selection process of the next executive board. If all current executive board members are applying for the next executive board, the advisor shall lead the selection process. Anyone in the organization can apply for any position on the executive board. If not enough people apply for the executive board, interim board members shall be appointed by the executive board until the unfilled positions are filled.

All applicants shall complete an application that includes a ranking of their preferences on positions for which they are running. After all applications are read, interviews shall be given to those deemed the best candidates. After interviews are completed, the selection committee shall decide which candidate will be selected for each position and shall notify all chosen candidates promptly. Upon all chosen candidates accepting their positions, the time from their selection to the end of the academic year shall be used by the former executive board members to train the new executive board on their positions. The new executive board shall officially take office on the day of the final meeting each spring.

Elected leaders and all general members are expected to act in a way that reflects well on the organization. General members can be removed from the organization with complete agreement from the elected officers and the lead advisor. Removal of elected leaders as well as of Advisors can be initiated by any member. It will then be voted upon by all members with a  $\frac{3}{4}$  majority vote needed to remove the official. The official needs to be made aware of the petition for their removal immediately and before any campaigning would begin. The organization's non-discrimination policy protects members from removal based on those listed statuses.

***Article VI – Executive Committee: Size and Composition of the Committee***

The Executive Committee will be made up of the President, Secretary, Treasurer, Events Chair, Comms Chair, and External Chair.

***Article VII - Standing Committees (if needed): Names, purposes, and composition.***

The Events Committee shall be led by the Events Chair. Participation shall be voluntary and open to any general body member. The purpose of the Events Committee is to assist the Events Chair in planning of social events, within and outside of organization meeting times, and initiating collaborations with other student organizations.

The Comms Committee shall be led by the Comms Chair. Participation shall be voluntary and open to any general body member. The purpose of the Comms Committee is to assist the Comms chair in the creation of graphics for the organization's social media regarding events and news, and to assist in the publishing of the newsletter.

The External Committee shall be led by the External Chair. Participation shall be voluntary and open to any general body member. The purpose of the External Committee is to assist the External Chair in the drafting and creation of statements to be submitted for public comment opportunities, staying up-to-date on relevant legislation at the State and Federal level, and writing op-eds to media outlets.

***Article VIII – Advisor(s) or Advisory Board: Qualification Criteria***

The organization shall have an advisor who is a full-time faculty member and professor at OSU.

***Article VII – Meetings and Events of the Organization: Required meetings and their frequency.***

The dates and times of the general organization meetings will be decided by the organization's officers and this information will be made available to all members upon decision. General meetings will be weekly during each academic semester with no meetings during the summer. Additional committee and planning meetings will be held as needed and announced at that time. Membership is open to any interested student and there is no minimum requirement for event and meeting attendance, however, the Executive Committee reserves the right to consider attendance record for Executive Committee applicants.

***Article X – Attendees of Events of the Organization: Required events and their frequency.***

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.

***Article XI – Method of Amending the Constitution***

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

***Article XII – Method of Dissolution of Organization***

The dissolution of the organization will be dictated at the organization's officers' discretion. Those officers will then be responsible for carrying out the dissolution process with any existing assets being donated to another student organization with a similar purpose and mission. No debts should be accrued during the organization's existence and thus, none should exist at the time of the dissolution of the organization,