

# *EASU Constitution*

2024

## Article I: Name, Purpose, and Non-Discrimination Policy

I. The name of the organization shall be EASU, which stands for East Asian Student Union

**Mission Statement:** East Asian Student Union or EASU is found to raise awareness of the culture, language, and history of East Asian countries through hosting cultural events and open discussions. EASU strives to readdress any misconceptions and stereotypes of East Asian countries. Likewise, EASU actively promotes a healthy bond between international and American students at the Ohio State University and serves as an entertaining, yet educational foundation for East Asian awareness.

- a. EASU is intended to create and spread a friendly, entertaining, and academic atmosphere.
- b. EASU strives to display the complexity and difference between cultures of each country in East Asia and allows people of diverse backgrounds to be familiar with East Asian culture.

II. All activities and doings of EASU shall reflect the values, goals, and mission of the organization and its members.

- Cultural understanding and acceptance
- Positive Portrayal of the image of East Asia
- Sharing of accurate information about East Asia
- Intercultural connection

III. This organization and its members shall not discriminate based on 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, or programs.

## Article II: Membership and Qualifications

I. The organization will consist of General Body Members, VIP members, and Executive Board

- a. General Body members will consist of:
  - i. Any OSU students with an interest in the East Asian culture, enrolled at The Ohio State University with a valid OSU dot number.
  - ii. Definition of a student is as such: they should be holding an active status
- b. VIP members will consist of:
  - i. OSU students with an interest in East Asian culture, enrolled at The Ohio State University with a valid OSU dot number.
  - ii. Students who paid charges

a. Executive Board members will consist of: President or Co-Presidents, Vice President, Technology Leader, Secretary, Treasurer, Strategic Management Leader, Event Chair, Design Chair, and Marketing chair.

- i. Regulations can be viewed in Articles IV and V

## Article III: Charges

II. Members at this time do not need to pay any dues to the organization.

## Article IV: Organization of Leadership

III. The Executive Board will facilitate EASU by cooperating harmoniously to compromise with final decisions and administrative tasks for the organization.

a. The Executive Board will consist of the following positions: President or Co-Presidents, Vice President, Technology Leader, Secretary, Treasurer, Strategic Management Leader, Event Chair, Design Chair, and Marketing chair.

- i. Primary Leader includes President or Co-Presidents, Vice President, Treasurer, and Strategic Management Leader.

- ii. Secondary Leader includes Secretary, Event Chair, Design Chair, Marketing chair, Technology Leader

## Article V: Responsibilities of Executive Board Positions

- I. Executive Board Requirements include:
  - b. Executive Board Officers must be full-time students at the Ohio State.
  - c. Executive Board Officers' attendance will be recorded and will be suggested to make no more than one absence.
  - d. Executive Board Officer must resign following the 1st semester of not fulfilling OSU Executive Board requirements and duties.
- II. If the Executive Board Officer resigns:
  - a. The Executive Board officer must find and/or elect a replacement.
  - b. Said Executive Board Officer must fully train their replacement including but not limited to OSU-mandated training and one-on-one training.
- III. Executive Board Duties include:
  - **President** – Has the responsibility to guide the organization to meet the annual and future goals of the organization. Manages over every task performed by each leadership position. Hosts officer meetings regularly with agendas. Uploads weekly minutes of meeting notes and announcements on Google Classroom. Takes care of all registrations with The Ohio State University and ensures that the constitution of the EASU is followed.
  - **Vice President** – Takes responsibilities that are similar to the weight of president by taking leadership roles in administrative tasks, events, and activities. Secondary contact with the University. Fosters communication and harmony between executive board members and non-executive board members
  - **Treasurer** – In charge of cash circulation and records accurately on a spreadsheet after every cash inflow and outflow. In charge of transparently delivering the records back to the officers and The Ohio State University in a prompt manner. Fulfills treasurer duties including but not limited to the EASU Employer Identification Number [EIN], bank account numbers, and debit card PIN. Estimates budget and applies for funds offered by The Ohio State University including USG grants and programming funds when necessary.
  - **Secretary** – In charge of taking down notes on every minute of the meeting and uploading them on EASU Google account. Keeps track of the attendance of the general body and VIP members. Manages EASU Google email and email subscribers.
  - **Event Chair** – Plans and set a goal of each event and manages a list of supplies needed. Organizes events by reserving rooms, applying for Coke Grants, and coordinating with the Union event coordinator. Communicate with a strategic management leader when the event goal is not attainable or is not achieved.
  - **Marketing/Media Chair** – Strives to promote and maintain a positive image of EASU. In charge of raising awareness of EASU events and announcements. Creates flyers that advertise EASU events and manages the EASU social media including Instagram, GroupMe, Linktree, and Gmail. Make Google forms when necessary. Skills such as Photoshop may be welcomed. Works with a Design Chair.
  - **Design Chair** – In charge of designing the official logo of EASU, which is used for cover images of different EASU social media accounts. Come up with merchandise designs. In charge of designing flyers for various events, which shall be posted on social media accounts. Works with Media Chair.
  - **Technology Leader** – In charge of developing and managing EASU official website. Serves as an AV/Tech person for circumstances when help is requested. Update the website with new content that will include but not be limited to gallery upload, new features, etc.

## Article V: Election

- I. Officer application will open on the first week of March.
- II. Election will be held at the end of *March*.
- III. Interviews will be held for each person interested in being a part of the Executive Board.  
Interviews will be attended voluntarily by any of the primary officers: President, Vice President,

Treasurer, and Strategic Management Leader.

- IV. Officer assignments will be determined based on alignment of EASU's value as an individual, credentials, adequate skills for each position, involvement, and attendance in EASU, unbiased value on the East Asian culture, and promise of future performances.
- V. Primary leader positions will be open to current Executive Board or students who have been active within the organization.
  - a. Current Executive board members will be given priority on primary leader positions.
- VI. New officers will be required to:
  - a. Attend Executive Board meetings for the remainder of the semester.

## Article VI – Advisor

- I. Advisor shall be a full-time member of the Ohio State University faculty or Administrative and Professional staff. They are welcome to assist members when the Executive Board deems it necessary. This includes but is not limited to finding guest speakers and binding affiliation with off-campus institutions.

## Article VII: Method of Amending Constitution

- I. This constitution may be amended by a vote of a majority of the executive board members.
- II. The amended constitution shall not go against the primary value of the East Asian Student Union.

## Article VIII: Meetings

- I. General meetings include the club leaders and the general and VIP members. Meetings will be held at the discretion of the Executive Board at various times and places. The agenda for the meeting will be determined by the Executive Board.
- II. The Executive Board must hold a planning meeting for the meeting. Each officer positions should fulfill their assigned duties in every meeting.

## Article IX: Member and Executive Board Officer Removal

- I. If a general member engages in a behavior that violates the organization's constitution 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 help with the organization's advisor.
- II. Any elected executive board officer 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.

## Article X: Dissolution Clause

- I. If dissolution happens, all monetary value will be turned over to the faculty advisor and the Department of East Asian Language and Literature



