

# College of Social Work - Out in Social Work

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

### **Section I: Name**

Out in Social Work

### **Section II: Purpose, Mission Statement, Initiatives**

Purpose: Out in Social Work is an organization created to unify Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, Questioning individuals and our Allies (LGBTQ+). We serve to positively affect the culture of the College of Social Work so that all students feel supported among their fellow students, professors, and college administrators.

Mission Statement: Out in Social Work is a student group for Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, Questioning individuals and our Allies in the College of Social Work. Out in Social Work is dedicated to providing a supportive and welcoming community for LGBTQ+ students in the College of Social Work, will engage the wider College of Social Work community in dialogue about LGBTQ+ issues, and will connect with similar groups across campus and the Columbus area.

Initiatives: Our initiatives include the following:

1. Provide a place for LGBTQ+ students majoring in social work to meet, socialize, and network together in order to build a supportive community where all members feel accepted, affirmed, and safe.
2. Increase awareness of LGBTQ+ issues, provide advocacy for the LGBTQ+ community, and create a safer educational environment for LGBTQ+ students in the College of Social Work and at the Ohio State University.
3. Engage in social justice and advocacy related to the intersectional issues LGBTQ+ individuals face.
4. Connect our members with the LGBTQ+ professional community, including organizations and non-profits whose mission aligns with Out in Social Work.

5. Reduce stigma around LGBTQ+ identities by being visible, engaging with the community, and hosting events.

### **Section III: Non-Discrimination Policy**

This organization 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.

## Article II – Membership

### **Section I: Membership**

Out in Social Work is open to all students in the College of Social Work who support and openly embrace the purpose and mission of Out in Social Work. Membership in Out in Social Work does not denote or imply any particular sexual orientation.

Voting membership is limited to currently enrolled Ohio State students and advisors. Others, such as faculty and staff, are encouraged to attend open-invitation events but cannot be members of the student organization. Limited opportunities for staff and faculty to take on leadership positions may be possible, upon the approval and recommendation of the advisors and group President.

### **Section II: Membership Termination**

Membership in Out in Social Work shall terminate upon separation from the school due to graduation, withdrawal, or dismissal.

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 in consultation with the organization's advisor(s).

## Article III – Leadership

### **Section I: Leadership Requirements and Qualifications**

All members of the Executive Board must attend Executive Board meetings and be willing to dedicate all necessary time to the group. All Executive Board members must be willing to lead a committee if necessary and must be supportive of the goals of the organization and the LGBTQ+ community. All board members must recognize the impact of their public presence on perception of the organization and represent the goals of the organization and the Social Work profession in daily life.

## **Section II: Length of the Term & Transition Process**

Every leadership position has the duration of one year, starting at the end of spring semester. Individuals can take a role on multiple years, but must be reelected each term.

Elections will take place during the month of February and Elects will begin shadowing on March 1<sup>st</sup>. They will take over the board members roles at the end of the Spring semester.

## **Section III: Role of the President**

The President is the overarching leader and voice of the organization. They must attend every meeting, not including committee meetings, embody the beliefs of the organization, and set a good example for the other members. The President serves as the direct line of communication between the advisors and the members. Furthermore, the President will oversee the Executive Board meetings and is responsible for ensuring all members complete their duties and the delegation of responsibilities. The President should be an active participant in each board members roles, including, but not limited to, being attached in every email send by the Director of Outreach.

## **Section IV: Role of the Vice President**

The Vice President is a secondary leader to the organization, working to assist the President in their responsibilities and will serve as additional communication between the President, the organization, and external contacts. The Vice President is responsible for the organization of committees and should be the primary communication with board members regarding committees. Additionally, they will ensure communication between members. They will compile the email list of members, keep meeting minutes in a live google doc, and organize all communications, professional or otherwise, by receiving cc's of every email.

## **Section V: Role of the Treasurer**

The Treasurer will attend treasurer training and handle all the organization's funds. They will send monthly financial reports to a select advisor and provide a monthly budget report for the Executive Board. The Treasurer will take on additional roles as required.

## **Section VI: Role of the Director of Outreach**

The Director of Outreach will establish and maintain communication with other universities, the multiple departments within Ohio State and potential and current sponsors. They will work with the Webmaster as the student organization's main voice through advertising efforts. Additionally, they will work with the Director of Education to advertise LGBTQ+ diversity events.

## **Section VII: Role of the Webmaster**

The Webmaster will handle establishing and maintaining online social presence, ensuring the group's calendar is up to date, advertising on social media, and pushing to keep membership growing via social media.

## **Section VIII: Role of the Director of Education**

The Director of Education will focus on awareness and diversity improvement within the College of Social Work. They will champion and help conduct LGBTQ+ diversity training events. The Director of Education should be engaged in current events and research impacting the LGBTQ+ community and Social Work profession. They will organize educational group meetings and schedule guest speakers.

## **Section IX: Role of the Elects**

Elects will take their position on March 1<sup>st</sup> of each year. This provides an opportunity to shadow the current board members and transfer resources, as well as completing required training for the President and Treasurer. Roles are transferred to Elects at the end of April.

## **Article IV- Standing Committees**

### **Section I: Formation of Committees**

The President and Vice Presidents will form committees as they see fit. Members will either be appointed to a certain committee, or they can volunteer to join one. If any member or board member wishes to lead a committee, they should reach out to the President or the Vice President.

## **Section II: Requirements of a Committee**

Attendance would be required at committee meetings for all members. The members would work as a team to achieve their committee's specific goals assigned by the President, Vice President, and Committee Lead.

## **Section III: Role of the Committee Lead**

Upon the formation of a committee, a Committee Lead should be appointed. Committee Leads are responsible for organizing and attending each meeting, as well as ensuring the goals of the committee get completed.

# **Article V – Elections and Removal Process**

## **Section I: Voting Process**

In order to initiate Out in Social Work, advisors will nominate and select students for officer positions to serve during the first year. There are no term limits, and an officer may be re-elected as many times as Out in Social Work members see fit. After the first year, all officers shall be elected by a majority vote of eligible voting members of Out in Social Work. Elections will be held annually in February of each academic year at a meeting compromised by a quorum of Out in Social Work members. The Elects will assume their role on March 1<sup>st</sup> in order to shadow current Board members and complete required training. All officers must be students enrolled in the College of Social Work. Transitions should occur on April 30<sup>th</sup> and the new officers shall begin their term on May 1<sup>st</sup> of each year.

## **Section II: Removal Process**

If a student in a leadership position does not meet expectations, the first course of action would be a meeting with an advisor to address the issue. The student leader must have two strikes before they are considered for removal. If the issue persists, all advisors must

express interest to the President in removing the officer. Additional causes for removal include, 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 Board will vote in the absence of the member in question, and if a  $\frac{2}{3}$  majority is present to remove the member, they will no longer have the responsibility of an officer.

### **Section III: Replacement Process**

Should an Executive Board member relinquish or be absolved of duties, the President and Vice President should meet in order to discuss the replacement process. They can either choose to initiate a new Board member as a replacement or divide the responsibilities of the role between current Board members. Should they choose to re-elect, the member must accept the responsibilities as described in the Constitution.

## **Article VI – Advisors**

The advisors must be full-time members of university faculty or administrative & professional staff. The advisors should be someone with whom the members can go to for guidance about issues with the organization. The advisors must help with handling financials for large events and help with professional outreach. Advisors should also aid the officers to communicate with other College of Social Work faculty. These responsibilities will be split between the advisors as they see fit.

## **Article VII – Required Meetings**

### **Section I: Meeting Minimums**

At least one general body meeting should take place each month, not including the summer term or university breaks. As well, two social events and at least one professional development event should occur in a semester. All Executive Board members and any relevant committees are responsible for organizing these events.

## **Article VIII: Method of Amending the Constitution**

### **Section I: Proposal Process**

A member of the Executive Board must propose the changes to the Constitution and present the re-written version at the next Executive Board meeting.

## **Section II: Approving the New Constitution**

Eighty percent of the Executive Board, including the President and President-elect, as well as all advisors, must be in favor of the amended constitution. After the Executive Board accepts the proposed changes to the Constitution, the general body must accept the changes by a majority vote.

## **Article IX – Method of Dissolution of Organization**

### **Section I: Process of Dissolution**

In the event that the student organization no longer has a need within the department, all advisors must vote in favor of dissolving the organization. The current President and President-elect must meet with the advisors to discuss the option of dissolution. If all parties are in favor, a vote will be held at the next Executive Board meeting. If a unanimous vote is achieved from the student leadership, another vote will be taken at the next general body meeting. If at least 70% of the general body is in favor of dissolution, the organization will be terminated.