

Black Mental Health Coalition

Constitution & Bylaws at The Ohio State University

Article I: Name, Mission Statement , and Non-Discrimination Policy

Section I - Official Organization Name

Black Mental Health Coalition

Section II Mission Statement

Purpose: Our organization is all about focusing on the minds of the students here at The Ohio State University. Students, specifically African Americans, have a lack of knowledge regarding mental health and self care which can inhibit their academic success at Ohio State as well as their overall wellness. Due to this lack of knowledge and overall stigma towards mental illness, students may not know who to reach out to when in need to take care of their mental well-being. Our group intends to bridge that gap between mental health resources and students. The organization's purpose is to be both a support to students as well as a place to gain further resources and techniques to increase mental well-being. Our goal is to promote all dimensions of wellness through raising mental health awareness and providing student support on campus. Programs will include dialogues, guest professional speakers, and events that promote a healthy mental state.

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.” As a student organization at The Ohio State University, Black Mental Health Coalition 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/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.

Article II:Categories of Membership and Membership Qualifications

First and foremost, we have the BMHC general body, which consists of any member of the organization. Next comes the executive board of the organization in which consists of:

1. President
2. Co-President
3. Treasurer
4. Programming Chair
5. Marketing Chair
6. Outreach Chair

Executive board membership is limited to currently enrolled Ohio State students

Article III: Executive Board Officer Responsibilities

Section I: President

- The President must oversee all committee decisions to ensure that all acts are deemed appropriate to uphold the purpose of the organization.
- The President must assume responsibility of all executive board members to make sure everyone is on the same accord.
- The President should work closely with the Vice-President.
- The President must make time to meet with each member of the Executive board individually at least once a semester to make sure that they are doing okay personally, academically and are performing their duties.
- The President must attend all events, unless there is an excused absence.

Section II Co-President

- The President must oversee all committee decisions to ensure that all acts are deemed appropriate to uphold the purpose of the organization.
- The President must assume responsibility of all executive board members to make sure everyone is on the same accord.
- The President should work closely with the Vice-President.
- The President must make time to meet with each member of the Executive board individually at least once a semester to make sure that they are doing okay personally, academically and are performing their duties.
- The President must attend all events, unless there is an excused absence.

Section III: Treasurer

- Treasurer must work closely with the advisor to make sure accounts are handled appropriately.
- Treasurer must involve the President in all money matters.
- Treasurer must work closely with the Program Coordinator to make sure funds are being used appropriately.
- Will be responsible for creating orders made by the program coordinator and committee. Must keep record of all receipts and any other transactions.
Must perform any duties that may be assigned by the President.
- Must present a budget once a semester and monthly report of all funds received and spent each month.

- The treasurer must attend all events, unless there is an excused absence.

Section IV: Programming Chair

- Must work with the treasurer to assure that events and budgets are planned accordingly.
- Must bring all new programs and event ideas to the attention of the Executive Board members.
- Must book all venues, reserve rooms, etc.
- Is responsible for making sure all necessary materials are in place for general body meetings.
- The programming chair must attend all events, unless there is an excused absence.

Section V: Marketing Chair

- The Marketing Chair must be in charge of running all media accounts.
- Must post events, programs and activities in a timely manner (at least 3 days before the event occurs)
- Must aid in creating aesthetic pleasing flyers for all events using the BMHC name
- Must notify and advertise events to other groups and individuals (through groupme)
- The Marketing chair must attend all events, unless there is an excused absence.

Section VI: Outreach Chair

- Must work with the executive board for confirmation of collaborations of all events.

Article IV: Methods for Removing Members

Section I: Dismissal of General Body Members

Any member found to be violating any of the following policies will be served with a warning and then dismissed immediately from all organization activities and arrangements if the violation occurs again: 1. The Non-Discriminatory Policy in Section III of Article I 2. Spreading shared personal information of another member with others without the member's permission. 3. Any of the organization By-Laws

Dismissal decisions of any members from the organization will be voted on by the executive board.

Section II - Dismissal of Executive Board Officers

Any executive board members who are not doing their duties, fulfilling their responsibilities, or violating the by-laws of the organization will be served with the following progression of disciplinary action:

1. Served with a warning

2. If the lack of responsibility to the organization continues then the executive board position will be suspended for the member along with its responsibilities and duties
3. If the lack of responsibility to the organization continues then the member will be relieved of and terminated from their executive board position indefinitely/permanently

In an event where an impeachment or resignation occurs then an application process will be deemed necessary. It will be held immediately in order to keep the positions leveled. If there is not a successor then the position duties should be equally distributed amongst the current executive board members

Suspension or termination of executive board officers will be at the discretion of the President and Co-President

Article V: Organization By-Laws

Section I - Non-Discriminatory Policy

No amount of discriminatory actions are allowed in this organization. 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.

Section II - Title IX

As a student organization at The Ohio State University, BMHC 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.

Section III - Judgement Free Zone and Safe Space

As an organization, it is important to provide all members with a comfortable environment to express themselves freely without physical, emotional, or verbal harm. This includes not being judged, criticized, harassed or discriminated against due to any topics that may be discussed within each meeting. Any member that violates this By-Law will be suspended or dismissed from future meetings. Below are the progressive disciplinary actions if an executive board officer violates this By-Law: 1. A warning will be given promptly. 2. The executive board member will be suspended until further notice. 3. Immediate dismissal from the executive board position and organization.

Below are the progressive disciplinary actions if a general member violates this By-Law:

1. A warning will be given promptly.
2. Immediate dismissal from the organization.

Section IV - Academic Integrity and Misconduct

As an organization based on academia and social change, we adhere to The Ohio State University's policies on academic integrity and misconduct. Any member found sharing sensitive content from university classes such as homework answers or exam material will be immediately dismissed from our organization. We expect our members to have the utmost academic integrity. For more information on these matters, please consult <https://oaa.osu.edu/academic-integrity-and-misconduct>.

Section V - Conflict Resolution

Members of the executive board share responsibility for overseeing the well-being of its officers and members. Should conflict arise, those involved should actively work towards:

1. Identifying the issue unbiasedly
2. Discussing the issue constructively and efficiently
3. Seek a compromise or resolution for involved parties

If conflict proves to be more serious, executive board officers may seek a mediator such as an advisor or neutral member within the organization's membership. All members should keep private information confided in them confidential, unless given explicit permission to share, or if the information may be potentially harmful/offensive to others.

Section VI - Financial Matters

All organization events and activities that require funds have to be first approved and reviewed by the Treasurer, who will then consult with the Vice President and President.

Section VII - Election Methods

To qualify for the President or Vice President positions, potential candidates must already have been assigned to another officer position within BMHC for at least one (1) academic year

Article VI Advisor Responsibilities

Advisors of student organizations must be members of the University faculty or administrative & professional staff. The advisor will support the executive board as needed through their being available. Meeting attendance is not required

- a. The Advisor should keep the executive board and general body informed of institutional matters.
- b. The Advisor must monitor the well-being of the organization and offer advice when necessary or consulted.
- c. Must work with treasurer, when needed to ensure that treasurer has all funds accounted and used properly.
- d. Must be available to attend at least one general body meeting per semester and one executive board meetings per semester
- e. Must meet with President and Vice President to provide support and feedback of President and executive board member meetings, when needed.

Article VIII- Constitution Amendments

This constitution is fundamentally flexible and may be subject to change at any point during the academic year with approval from the executive board. All changes to this constitution require a $\frac{3}{4}$ majority vote from the executive board. All potential changes will be disclosed and published in the organization's sources of communication, also being made available to all members and advisors if needed.