

# **Constitution and By-Laws for Scientific Journal Club at The Ohio State University**

**Ratified 06/08/2024**

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

### **Section 1: Name**

The name for this organization will be “Scientific Journal Club” or “Scientific Journal Club at The Ohio State University. Henceforth, the acronym “SJC”.

### **Section 2: Purpose**

The purpose of this organization is to recommend and discuss scientific articles in a group setting in order to become better at reading and writing scientific literature while maintaining a profound knowledge of current scientific news and developments.

### **Section 3: 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. All students are encouraged to join and share their unique opinions and perspectives.

### **Section 4: Sexual Misconduct Policy**

As a student organization at The Ohio State University, Scientific Journal Club 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 and Member Removal Policy**

### **Section 1: Membership**

All members must attend at least 50% of general body meetings, maintain good standing within the organization, and pay their annual dues. Scientific Journal Club allows any and all interested students to join the organization and

does not discriminate. Active membership is limited to currently enrolled undergraduate students at The Ohio State University. Hazing and discrimination of any form will not be tolerated from any members.

## **Section 2: Member Removal Policy**

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.

## **Article III: Officer Roles, Officer Selection Policy, and Officer Removal Policy**

### **Section 1: Tier One Officers**

Tier One officers are the first part of the Executive Board. When voting, their vote counts for two votes. Tier One officers have the responsibility of interviewing and selecting all board members.

- **President:** The President will be responsible for the growth and development of the organization, while focusing on the external administration, such as communication with the advisor and Student Activities. Additionally, the president will assist in running general body meetings and be the head of the new Officer selection process.
- **Vice President:** The Vice President will focus on internal administration, such as overseeing committees and board members and running the board meetings. The Vice President will send out weekly/as needed updates to all active members.
- **Treasurer:** The Treasurer will be in charge of all financial aspects of the organization, including (but not limited to): collecting dues, operating fundraising, managing bank accounts, managing financial records, requesting funds, and purchasing items.

### **Section 2: Tier Two Officers**

Tier Two officers are the second part of the Executive Board. When voting, their vote counts for one vote. Any officer can start a committee with a desired goal with a majority board approval. The committee head can select any active member to be a part of their committee.

- **Secretary:** The Secretary will take minutes for both board and general body meetings. They will also keep track of covered topics and discussions and record member attendance.

- Recruitment Chair: The Recruitment Chair will focus on recruiting club members through the involvement fair, incentives, recruitment events, and co-running social media, and more.
- Social Chair: The Social Chair will focus on retaining club members through social events, incentives, prizes, co-running social media, and more.
- Research Chair: The Research Chair will focus on researching the recommended topics and providing articles for members to read if they do not wish to find their own.
- Diversity and Equity Chair: The Diversity and Equity Chair will focus on maintaining conversations which maintain a fair perspective for all groups of people and providing a unique and broader perspective to the scientific news and topics covered and discussed.

### **Section 3: Officer Selection Policy**

During the month of March, for each open position, the current Tier One members will conduct interviews and select the best member for each role. To apply for a Tier Two position, a member must have one full year of membership and be in good standing with the University and the organization. To apply for a Tier One position, a member must have one full year of experience as a Tier Two officer and be in good standing with the University and the organization. The new officers will begin training after selection and begin their duties in June.

### **Section 4: Officer Removal Policy**

During March, the board will vote on the retention of every officer's role. If a majority votes against an officer, they will be removed from that role and will be replaced in June by a new member. During the year, all officers maintain their positions unless the following occurs: the officer steps-down, the officer graduates, or the officer does not attend required meetings (75% general body, 100% board). If an officer wishes to step down, they must provide a 30 day written notice to the Executive Board. Additionally, if an officer fails to perform duties or violates the member policy in Article II, the board members will vote on the removal of the officer from that role (majority against/for retention wins). Any board member can anonymously call for a removal vote at any time by contacting the President or Co-President. Should an officer be removed from their position at any time, the Tier One members will select a new member to fill that role.

### **Article IV: Advisor**

The advisor shall be selected upon their interest and passion for the organization. The primary advisor shall be a full-time member of the faculty of staff at The Ohio State University. The advisor may offer guidance and support for the Scientific Journal Club. The advisor will have a vote only to settle ties. The advisor will be removed if duties are not being carried out by a majority vote from the board which can be called at any time.

## **Article V: General Body and Executive Meetings**

### **Section 1: General Body Meetings**

The general body will meet biweekly in meetings run by the President and Research Chair. Members are required to attend at least 50% of general body meetings.

### **Section 2: Executive Meetings**

The Executive members will meet once a month and as needed at a place and time convenient for each member. Officers are required to attend 75% of general body meetings and all executive board meetings.

## **Article VI: Interpretation, Ratification, and Amendments**

### **Section 1: Interpretation**

The constitution will be interpreted by the Executive Board. If any disagreements arise, the current writer will make the decision. Any item not clearly discussed in the constitution will be voted on by the board with a majority decision.

### **Section 2: Ratification**

In April of every year, a board member will be selected to edit and review the current constitution. The updated constitution will be brought to the board and ratified by a 75% vote.

### **Section 3: Amendments**

At any time, a board member can call for an amendment to the constitution. The board will review this and a majority vote will add the amendment.

Written by Tyler Moore [moore.5017@buckeyemail.osu.edu](mailto:moore.5017@buckeyemail.osu.edu)

Reviewed by Alek Balaloksi [balaloksi.3@buckeyemail.osu.edu](mailto:balaloksi.3@buckeyemail.osu.edu) and Jonah Bukovac [bukovac.11@buckeyemail.osu.edu](mailto:bukovac.11@buckeyemail.osu.edu)

Ratified by Board on 06/08/2024