

Constitution

Article I: Name, Purpose, and Non-Discrimination Policy of the Organization

Section 1: Name

EcoSpace at The Ohio State University

Section 2: Purpose

EcoSpace at The Ohio State University will provide environmental compliance consulting services to businesses in and around The Ohio State University and the greater Columbus area.

EcoSpace will work closely with the Ohio Environmental Protection Agency to educate businesses who are not compliant with current regulations, and then enable those businesses to become compliant. EcoSpace will enable students of The Ohio State University to make a viable, lasting impact on their local community, and will provide them with consulting experience.

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

Article II: Membership: Qualifications and categories of membership.

II.a. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

Article III: Methods for Removing Members and Executive Officers

III.a. 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.

III.b. 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 board in consultation with the organization's advisor.

III.c. In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), {00312468-1} the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer

Article IV: Organizational Leadership

Primary Leader (President): The president will serve for maximum three semesters, two semesters for normal leadership activities, and one semester for the transition of leadership responsibilities to a successor. The president shall be appointed by the general body of the organization by means of a vote whereas each member of the organization has a single vote.

Presidential responsibilities include, and are not limited to, leading and managing organizational meeting, spearheading potential, and current client meetings, communicating with organization leadership, and maintaining good relationships with Ohio State University representatives.

Secondary Leader: The secondary leader will serve for as long as the president, will be appointed by the president, and will assist the president with their responsibilities as the president needs. The secondary leader will also be responsible for handling operations regarding recruitment efforts, and organizational branding.

Treasurer: The treasurer will serve for maximum three semesters, two semesters for normal leadership activities, and one semester for the transition of leadership responsibilities to a successor. The treasurer shall be appointed by the general body of the organization by means of a vote whereas each member of the organization has a single vote, and the president and secondary leader have two votes. The responsibilities of the treasurer will be to manage club financial issues. This includes and is not limited to, tax status with the IRA, tracking and accounting fundraising efforts, maintaining organizational credit cards and savings accounts,

and reporting the use of organizational resources to members and leadership in order to maintain fiscal transparently.

Advisor: The advisor will serve for as long as the organization deems that the advisor in question can provide adequate and relevant guidance for club operations. The advisor will have full autonomy to leave the club at any point and will provide input to club activities as they see fit. The advisor will be notified of all major organization changes but will not provide input in the form of a vote.

Article V: Election / Selection of Organization Leadership

At the beginning of every third semester in which organizational leadership have held a position, a vote will be put in place within the organization in order to select new members to hold leadership positions. All members, with the exception of the secondary leader as outlined in article IV, will be voted upon. Each general member will receive one vote to use for each position. After a new president is selected, they will be given the chance to establish new leadership positions before they are filled by a second vote of the general population. In the second vote, the president and secondary leader have two votes to weigh the ability of the president to pick leadership that work best with them. After new leadership is established, they will serve for three semesters, the first of which will be in tandem with old leadership in order to properly pass on organizational responsibilities. If for whatever reason, a member of leadership is deemed unfit, or decides to leave the organization, they will be required to choose a new successor. If a successor is not chosen by the previous leader, the president will choose a new person to fill the position with the council of existing leadership.

Article VI: Executive Committee: Size and composition of the Committee

The executive committee will consist of all members who maintain a leadership position, this includes but is not limited to, the president, the secondary leader, the treasurer, and any other positions appointed by the president.

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

Standing committees may be formed by the president with consultation from the advisor and leadership team.

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

Advisors of the organization must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. The advisor's role will be limited to general leadership advice and provision of resources, within reason, only at the request of leadership. If the advisor is not explicitly asked to do something, they should not intervene, this is to promote a student led environment.

Article IX: Meetings and events of the Organization: Required meetings and their frequency

In order to maintain membership within the organization, members must attend each meeting held once monthly. Attendance of other meetings organized by team leads will be enforced by those leads.

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 Constitution: Proposals, notice, and voting requirements

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

Dissolution should only be considered if the current leadership believes that, either due to a lack of attendance, or inability to maintain the clubs mission, the organization cannot continue to exist. The final call will be made with a full body vote with every available member. If a vote passes with 50% the organization will be disbanded. In the event that the vote fails, there will be a new leadership vote to establish new positions with the idea that the current leadership may not be fit to continue serving. In the event of dissolution, all immediate, non-monetary club assets will be donated to a charity of the existing leaderships choosing. Additionally, all monetary

assets will be donated to the Franklin Park Conservatory, and all accounts will be closed out by the treasurer.

By-Laws

Article I – Parliamentary Authority

The rules contained in Robert’s Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

Article II- Membership

Prospective members should contact the club via any media platform with their name.#, reason they’re interested in the club, and commitment level. Dues will be determined at the start of each semester and due by the specified deadline sent by the leadership committee. Dues will be based on the number of members in the club and the training facility costs as well as any other additional club expenses. Memberships may be terminated if members do not abide by the constitution (refer to constitution Article III).

Article III- Election / Appointment of Government Leadership

Elections will take place at the last monthly meeting of the spring semester in person by online ballot. Each leadership position will be voted on and the member with the majority will be elected. Previous officers running for reelection have precedence over the election process and a majority vote within the leadership board overrides the election process. If the leadership board does not have a majority vote for a previously elected officer, the vote goes to the general membership. Impeachment will be voted on if ¼ of members ask for a voting process to consider impeachment. Full paying members are eligible for running for office. Ballots will be designed as one vote per position per voting member. Resigning members will be replaced within, but no later than, the current semester in which meetings with a traditional election voting process are being held.

Article IV- Executive Committee

Primary Leader (President) – send update emails, form contracts with clients, organize memberships/maintain club efficiency, maintaining media sources

Secondary Leader (co-president) – assist in president roles

Treasurer – keep track of paying members and dues, maintain club bank account

Article VI - Advisor/Advisory Board Responsibilities

Advisor – assist executive committee by answering questions, offering advice, and helping with various officer expectations. The advisor is expected to attend executive committee meetings and help oversee general body meetings

Article VII - Meeting Requirements

Meetings will occur once per month and members will be notified at least 2 weeks in advance about the date and time of the meeting via email. 50% of paying members must be present for a vote to occur. Any number of members for the meeting to occur regardless of a vote.

Article VIII - Method of Amending By-Laws

By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at the next general meeting with a 2/3 majority vote of the membership present (a quorum being present).