Buckeyes for Public Health Constitution

*REVISED 8/15/2024*

*Article. 1.*

**Section. 1.**

From this point going forward, the student organization being formed, as of the nineteenth day of September in the year two thousand and twelve, will hereby be known as Buckeyes for Public Health at the Ohio State University. We use the acronym B4PH.

**Section. 2.**

B4PH will serve the primary purpose of promoting all aspects of public health by empowering Ohio State University students through opportunities for service, personal and professional development, and a connection to the Ohio Public Health Department. B4PH will also serve as a liaison to connect students with interdisciplinary organizations to receive hands-on experiences in the field. This club will provide opportunities for all undergraduate students who are interested in Public Health to learn and grow together. This club will provide consistent opportunities for its members and help students to expand their network of people as they progress towards their degree at The Ohio State University. Through this club, students can contribute to ongoing legacy projects and volunteer at public health related organizations in Columbus. Students can work together to develop and participate in coursework- based simulations with faculty members in the College of Public Health. They will also find career preparation opportunities such as resume workshops, professional Public Health guest speaker events, and faculty presentations. We welcome students who want to make a difference in their community by providing you with the resources and mindset needed to be a public health advocate, leader and buckeye.

This club is experience based and will be structured in a way that is engaging and can sustain itself through years to come. It is dedicated to bringing the Public Health Undergraduate community together through support and guidance.

**Section. 3.**

DIVERSITY STATEMENT: B4PH seeks to promote all aspects of diversity among it's members and with other collaborating institutions. B4PH and its members do not discriminate against any individual(s) 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, admissions, and employment.

**Section. 4.**

Abuses including any actions, activities, or situations intentionally created to produce unnecessary and undue mental and physical discomfort, humiliation, harassment, ridicule, excessive fatigue, interference with scholarship or personal lives, or exposure to situations wherein one’s physical or mental well being may be endangered will not be tolerated.  This includes but is not limited to hazing.

*Article. 2.*

LEVELS OF ACTIVITY: There will be two levels of activity within the student organization.

Member:

A member is any active OSU student willing to donate his/her time, efforts, or resources in order to advance the purpose of the organization and who attends meetings regularly. Membership can be pledged at any time. Members will be bestowed the authority of one vote in all matters brought before the organization.

Officers:

Officer status is reserved for those members who apply for and are chosen for a position by the organization’s Selections Committee. The Selections Committee consists of the organization’s outgoing Executive Board members and select faculty from the College of Public Health. Each officer is bestowed the authority of one vote in all matters brought before the organization. If a general member would like to be considered for an officer position for the coming school they must meet the following requirements:

I. Have approval of the current Executive Board

II. Have attended several events per semester within the last year. This can be overridden by principle one.

III. Have completed the application process to the satisfaction of the Selections Committee.

*Article. 3.*

**Section. 1.**

Officer terms are for one full year of service (two sixteen-week semesters). Selections are to be held in March of the academic year and officer transitions will be effective April 1 of academic year.

**Section. 2.**

The titles and duties of each officer position are outlined below. The duties below may be delegated to other members of the organization by a vote of the Executive Board.

**President:** Duties are to include, but are not limited to: preside at all meetings of the organization; obtain appropriate facilities for organization activities; prepare and file any report required; maintain contact with all affiliated organizations, advisers, alumni, and committees; represent the organization at all official functions; overall management of the organization and its officers; remain fair and impartial during organization decision-making processes; break all tie votes by suspending or enacting the additional vote bestowed upon them. Train incoming officers during the month of March. Two year commitment.

**Vice President (s):** Preside at all meetings of the organization; obtain appropriate facilities for organization activities; prepare and file any report required; maintain contact with all affiliated organizations, advisers, alumni, and committees; represent the organization at all official functions; overall management of the organization and its officers. Help to plan events.

**Director of Financial Management (Treasurer) :** Manage the bank account; prepare and maintain the annual budget; oversee fundraising events; oversee any and all auditing; prepare and file any report required; pay organization bills; request funds from the Council on Student Affairs. Collect and keep track of semester dues**.**

**Director of Marketing and Communications:** Develop and plan the website; update the website with current news and events; maintain and update all social media accounts (Facebook, Instagram, Twitter); Communicate with the College of Public Health social media to incorporate CPH social media into our B4PH social media and vice versa; take pictures at events. Send emails and relay information to members of the organization. Update Information on the drive in CPH for future B4PH organization to utilize. Handle all official correspondence of the organization, collect and delegate all mail.

**Director of External Relations:** Organizing interactions with other student and community organizations, including but not limited to, creating long standing relationships with volunteer organizations and The Ohio Public Health Association. Coordinating collaborations with faculty and staff within the College of Public Health.

**Director of Special Projects:** Facilitate the organization and planning of a Legacy Project that will sustain itself for years to come. Including the organization of the College of Public Health Blood Battle for all involved with the College of Public Health 2023. Planning of socials and events with other execs.

**Director of Membership and Recruitment:** Promoting B4PH to obtain new and long-lasting membership in the organization, create an atmosphere and opportunities within our organization that makes people want to join, present to undergraduate classes about our organization, work with Director of External Relations to contact professors to promote our organization and announce B4PH events. Keep a record of all active participants of the organization, keep a record of all organizational activities, keep and distribute minutes of each meeting, oversee all (including general, body, e-board, and faculty advising) meeting agendas and ensure all meetings run in a timely fashion, prepare and file any report required.

**Director of Volunteer Operations:** Develop and plan out volunteering events; network with faculty, staff, and other student organizations to create collaborative events; coordinate and communicate with the team in regards to planning, hosting, and operating volunteer events; keep track of those who participated in such events. Most importantly, oversee that participants are comfortable and safe at all events. Making sure at least one exec member is at each volunteer or service event. Communicating clearly and effectively with the officer team and with members. Showing up at all general body meetings and notifying team if absence is needed.

A*rticle. 4.*

The Executive Board will consist of the above officer positions: President, Vice President, Director of Financial Management (Treasurer), Director of Marketing and Communication, Director of External Relations, Director of Special Projects, Director of Membership & Recruitment, and Director of Volunteer Operations

*Article. 5.*

**Section. 1.**

A Standing Committee will be created to aid the organization, and the officers, with any and all affairs requested.  The combined Standing Committee and Executive Board can add, or remove, members by a simple majority vote.  All candidates must present a formal declaration of interest, in writing, to the combined Standing Committee and Executive Board *and* must have previously been a member of B4PH *or* a current Ohio State employee.  The Standing Committee is limited to three active members at any given time.

*Article. 6.*

**Section. 1.**

In the event an officer is no longer able to serve in the position due to extraneous circumstances, no fault of their own; such as graduation, medical, family, or other reasons, the remaining officers can appoint an interim replacement by a simple majority vote or assume the responsibilities themselves.  At the end of the current sixteen-week semester, the interim officer will step down and another election is to be held.  The new officer will serve out the remaining term and normal elections will be held as scheduled.

**Section. 2.**

In the event of an officer not fulfilling their duties, blatantly wronging the organization through a heinous activity of theft, property damage, disregard for the rules set forth in this Constitution or by The Ohio State University, or some equivalent action, the officer can be removed from the position. The other officers must first call an officer meeting to discuss the issues.  A unanimous decision by the other officers will remove the officer in question from the position immediately.  If no resolution can be made, a majority vote will escalate the issue to the Standing Committee.  The Standing Committee will review the case as an independent board and offer a verdict, in writing, to the officers.  This verdict is final and immediate.  Review Section. 1. of Article. 6. for the process of appointing and electing a replacement.

**Section.3.**

Members who have blatantly wronged the organization through a heinous activity of theft, property damage, disregard for the rules set forth in this Constitution or by The Ohio State University, or some equivalent action, can be prohibited from participating in future events and may be expelled from the organization.  The officers will review each individual case and offer a verdict, in writing, to the member.  This verdict is final and immediate.

*Article. 7.*

The Advisor for the organization is JOJO Beyene within the College of Public Health. She will serve as a liaison between The Ohio State University and B4PH. The advisor will oversee the activities of the organization, assist with organizational matters, and offer guidance, as needed.

The Co-Advisor for the organization is Dr. Amie Hufton. She will be assisting JOJO, and attending meetings.

*Article. 8.*

General meetings are to be held at least once every month, and must last at least one hour. Executive meetings will be held as needed, with a minimum of at least twice a month. General meetings will be held at the College of Public Health at The Ohio State University (Cunz Hall) at 7:30pm Monday Nights as of AU 2023 Semester.

*Article. 9.*

In order to amend the Constitution, a formal proposal must be given, in writing, to the President. This can be done by any member of the organization.  The proposal will then be added to the docket for the next meeting where a formal presentation will be given by a supporter of the amendment. After the proposal is presented, the floor will be open to any members or officers who wish to state a case for, or against, the amendment.  At the end of said meeting, following the open floor discussion, the officers will vote on the proposal with a simple majority needed in order to pass the amendment.

*Article. 10.*

In the event there are not enough members to fill the officer positions, the remaining officers and Standing Committee reserve the right to dissolve the organization.  A unanimous decision is needed by both the Standing Committee and remaining officers. If the organization is decided to be dissolved, the Standing Committee will settle all debts the organization owns.  Any remaining assets will be given to The Ohio State University in the form of a donation.