

Constitution

Article I

Section 1: Name

Earth Club at The Ohio State University (Earth Club)

Section 2: Purpose

Our mission is to encourage positive environmental practices and sustainability within our school community. By raising awareness about ecological issues, promoting sustainable practices, and engaging in hands-on projects, we aim to inspire students to become proactive members of our planet. We will participate in a variety of activities such as eco-friendly recycled crafts, clothing donations, hiking, and other sustainable activities. Through education, collaboration, and advocacy, we seek to create a more sustainable future and sense of environmental responsibility.

Section 3: Non-Discrimination Policy

Earth Club 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, Earth 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.

Article II

Section 1: Membership Qualifications

Earth Club is open to all current students of The Ohio State University. Voting privileges are held by Club members who are currently affiliated with The Ohio State University. Active member status only available to those who pay semester or yearly dues. Non-active members are included in Club activities with outside cost according to executive discussion.

Article III

Section 1: Methods for Removing Members

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.

Section 2: Methods for Executive Officers

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.

Section 3:

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

Primary Leader / President / Co-President

The Club's President will run the general meetings, plan for and lead meetings of the Executive Committee, and arrange for guests and guest speakers when appropriate. The President will also act as the primary liaison between the Club and The Ohio State University Office of Student Affairs. The President will also be responsible for posting announcements/reminders within the GroupMe or ensuring that they are posted. Additionally, they will follow up with Executive members to create plans, and support the Executive board in their tasks where needed. The President must meet with the Faculty Advisor once or twice per semester (Fall, Summer, and Spring) to discuss events occurring within the Club/Club progress. Note: all major events and trips must go through the Faculty Advisor.

Secondary Leader / Vice-President / Co-President

The Club's secondary leader will assume the duties of the President when the President is unable to do so. The secondary leader will also serve as an advisor to the President and as a liaison between the President and other officers. At the end of each academic year, the secondary leader will write and upload to the Club Google Drive a report of any incidents or negative instances endured by the Club that year to be utilized by future Executive Boards for reference in similar situations.

Secretary

The Secretary will maintain the Club's address records (including an email list) and

draft and distribute the announcements for meetings. The Club's Secretary will prepare and distribute other records and correspondence, written or electronic, as necessary to maintain the Club's business.

Treasurer

The Club's Treasurer will maintain the Club's financial records. This will include collecting cash/digital payments for events, budgeting for trips/events, overseeing Fifth Third bank accounts (online app, checkbook, and Club card), and making necessary Club purchases. Money in the Venmo/PayPal will be transferred to the checking account on a weekly basis if needed. They will also ensure proper transition to the next incoming Treasurer including bank info, PayPal/Venmo passwords, and the checkbook. Each fall, the Treasurer will decide whether the Club will instate dues for the year after consulting with the other officers.

Social Media

The Social Media Chair will be responsible for maintenance of the Club social media accounts. This will include information about meetings, speakers, and other posts deemed necessary by the Social Media Chair or the executive board. The Social Media Chair duties can also be executed by another executive if necessary.

Advisor

The Advisor needs to complete an advisor training session once every two years. They need to review and approve the organization's toles, the CSA funding requests, space or equipment reservations, and the online registration information each year. When removing a general member or an Executive Member, there needs to be a consultation with an Advisor.

Article V

Section 1: Election of Officers

The officers described in Article IV will be elected via an online poll, which is opened at least four weeks prior to the Spring Registration window for student organizations. Club members may self-nominate for available positions. Candidates win the position by winning a majority of the online votes, and elected officers will serve a one year term. Officers who remain in good standing with the organization are eligible to run for consecutive terms. In the event that an office is not filled during the Spring Semester election, the remaining members of the Club's Executive Board may appoint a person to fill the office without a majority vote of the Club's members.

The Executive Committee election will be held annually in the Spring, with the process beginning within the spring semester. Anyone can apply to the Executive Committee, but only those who have been on the Executive Board for a year can apply to the President position. An exception will be made if the Vice President needs to take over as President. In the event that

no Executive member with proper time in running for President is filled, the decision to appoint other applicants will be determined but only in the instance of an absent primary leader.

If there is a tie in the election, the Executive Board will vote anonymously on the candidates, unless an alternative solution can be applied first. Example: if Candidate A has won for two positions; one position via majority and the other tied with Candidate B, the position A won the majority for can be the one they are officially elected to, while B wins the position the two of them were tied for. If a tie occurs without a secondary option, the current Executive Board appoints the position.

Upon announcement of election results, incoming Executive Members will attend board meetings for the duration of the semester. The new Executive Committee will officially take over once the Spring semester ends. The outgoing members are responsible for training the incoming officials and turning over the appropriate Club information.

Section 2: Removal of Officers

Any elected officer of the chapter may be removed for sufficient cause. Sufficient cause for removal includes, but is not limited to: violation of the constitution and or legal conduct, by-laws, or student conduct deemed detrimental to the best interests of the Club. Prior to a vote on the matter of removal of an elected officer, the Executive Committee shall notify the Faculty Advisor and hold a formal hearing. The officer shall have the opportunity to personally appear at the formal hearing or to be represented by counsel. The officer may present any defense to the charges before any action is taken. The purpose of this meeting should be; to pursue alternative methods of conflict resolution with the consultation of the Club's Advisor before any vote for removal is taken by the Executive Committee. The vote to remove an officer must be unanimous. In the event the officer is removed from their position, that officer returns in status to that of a general member, unless it is deemed necessary by the remaining Officers to remove that officer from general membership, in which the criteria and process for removing a general member must be followed.

If an Executive Committee member wishes to resign, a written (paper or electronic) confirmation of the resignation must be created, signed, and dated by the resigning officer. The same rules for fulfilling the role of a removed officer will apply to a resigned officer.

Article VI

The Club's Executive Committee will be composed of the elected officers described in Article IV.

Article VII

None.

Article VIII

Section 1: Advisor

Erin Lindstedt

Clinical Assistant Professor

lindstedt.2@osu.edu

Section 2: Advisor Responsibilities

The Advisor needs to complete an advisor training session once every two years. They need to review and approve the organization's toles, the CSA funding requests, space or equipment reservations, and the online registration information each year. When removing a general member or an Executive Member, there needs to be a consultation with an Advisor.

Article IX

Section 1: Required Meetings and Events

General members are not required to attend any meetings or events. The Executive Board should attend the first meeting; however, if deemed necessary this can be excused. The Advisor can attend as they feel necessary.

Section 2: Frequency of Attendance

General members are not required to uphold a certain frequency. The Executive Board should uphold a 75% attendance rate if possible. The Advisor can attend as they feel necessary.

Article X

Section 1: Disruptive Behavior During Events

If any member, student or non-student, behave in ways that is disruptive (i.e., behavior that interferes with students, faculty, or staff and their access to an appropriate educational or work environment) or do not align with your organization's constitution, the Code of Student Conduct, university policy, or federal, state or local law, the organization reserves the right to address member or event attendee behavior. This may look like asking the individual to leave the meeting/event, calling the police if necessary, or any action that is deemed fit. The Advisor can be contacted if help is needed, but they should also be notified after the issue is resolved.

Article XI

Section 1: Amending

Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken. Approval should

require at least two-thirds of voting members present. The constitution should not be amended easily or frequently.

Article XII

Section 1: Method of Dissolution

In the event of the failure to maintain and achieve its purposes, the Club will be dissolved. Any unencumbered assets will be donated by an approved donor or Club funds to a charity as discretion of Executive Board decision. The Club's President and Secondary President will be held responsible for paying any debts of and related closing duties for the Club.

By-Laws

Article I

Section 1:

The instatement of dues will be reconsidered annually. The current Treasurer will have the right to choose and set dues after consultation with the Executive Board.

Section 2:

All members will have an equal opportunity to share their opinions and to participate in the Club's decisions and activities, but the vote of the majority of the Club's members, and/or majority of the Executive Board, will stand for all decisions made.

Section 3:

All officers are elected from a slate of candidates solicited through open nominations. The terms of office begin in April, or upon the end of Spring Semester (after being elected and trained) and end the following Spring Semester (after new officers are elected and trained). All officers are required to attend all general and Executive Committee meetings. Unless there are extenuating circumstances (illness, academic class, etc.). Should the President of the Club be unable to fulfill his/her term of office, the Vice-President will assume the President's responsibilities, and the new President will appoint a new Vice-President from the Club's membership. Should any other officer be unable to fulfill his/her term, the President will appoint a replacement from the Club's membership.

Section 4:

The Club's Advisor is expected to show interest and be involved in the Club's activities. All of the Club's activities must be approved by the Advisor.

Section 5:

Meetings of the Club's members will be announced in advance by means of e-mail, posters, and

announcements in classes.

Section 6:

If an Executive Board member goes against the values of the club (littering, etc.) this should warrant a conversation. This could potentially compromise their position.