

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

Section 1: Women of Knowlton

Section 2 - Purpose: Women of Knowlton is an advocacy group for the advancement of gender-equity within architecture, landscape architecture, and city and regional planning. We are focused on promoting a culture of change for the female-identifying community within the Knowlton School. Women of Knowlton is led by women, but membership is open to anyone who seeks to promote equal opportunity for all. Our group focuses on community centered conversations about the empirical effect of gender within all fields of design, and how we can promote a culture of respect and acceptance.

Section 3 - Non-Discrimination Policy:

Women of Knowlton 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. Additionally, as a student organization at The Ohio State University, Women of Knowlton 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.

Members must be willing to promote equal opportunity for all. Our group focuses on community centered conversations about the empirical effect of gender within all fields of design, and how we can promote a culture of respect and acceptance. Membership is open to all students of the Knowlton School. Members must participate in meetings and group events at their discretion in order to uphold the advancement of the equal opportunity for all. Active members are able to make decisions regarding the group as a whole.

Article III – Methods for Removing Members and Executive Officers

- 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.
- 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 members may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization's advisor.

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 - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.

Each leader is responsible for carrying out each of their roles for the group.

Primary Leader: responsible for coordinating the group and planning events, as well as carrying them out. Can be in charge of social media and networking. The group's main advocate and planner.

Secondary Leader: helps the primary leader with their roles, especially social media and coordinating the group.

Treasurer: maintains finances and helps plan events financially.

Advisor: checks in with the group and attends some meetings. Acts as a support system for the group and helps out when asked.

Article V- Election / Selection of Organization Leadership

Eligible candidates may nominate themselves to run for a position, and will be accepted by the group with $\frac{2}{3}$ vote during an organized meeting. Elections should happen in the spring before the end of the spring semester. Current leaders can appoint candidates but those candidates would need $\frac{2}{3}$ vote by the group to take that leadership role. If at any time a leader needs to step down from their leadership position, an urgent meeting may take place to reelect a leader, and future elections will take place as planned.

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

The Executive Committee will be comprised of the leaders of the group. They will meet when needed to discuss important and pressing topics of the group. They can plan events and meetings for the group.

Article VII – Advisor(s) or Advisory Board: Qualification Criteria.

Advisors of Women of Knowlton 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 responsibilities of the advisor are to act as a support system, come to some meetings during the year to check in, and meet with the Executive Committee as needed.

Article VIII – Meetings and events of the Organization: Required meetings and their frequency.

Meetings must be held at least once a month with different events planned throughout the semester.

Article IX – 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 X – Method of Amending Constitution: Proposals, notice, and voting requirements. Any proposed amendments should be presented to the organization in writing. 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 require a two-thirds 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 XI – Method of Dissolution of Organization

Should this organization be dissolved, social media presences shall be taken down, Student Activities staff as well as Knowlton Staff must be contacted to remove organization information from their website, and appropriate actions shall be taken to dispose of assets and debts of the group.