

# Constitution and By-Laws Guidelines for Board to Death Constitution

## Constitution

### *Article I - Name, Purpose, and Non-Discrimination Policy of Board to Death*

**Section 1- Name:** Board to Death

**Section 2 - Purpose:** To provide students and faculty at The Ohio State University with a high-quality gaming experience for social and competitive purposes.

**Section 3 - Non-Discrimination and Sexual Misconduct Policy:** Board to Death 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. If any member is found to be in violation of this policy, they will lose their membership and all fees associated with that membership will be forfeit. No hazing will be tolerated in any capacity.

As a student organization at The Ohio State University, Board to Death 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 - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.*

The current officers will select a Board to Death meeting during Spring semester, within the month of March or April, in which to hold elections and will inform the membership of the election meeting no less than two weeks in advance. During the election meeting only full members of Board to Death can vote for the full undergraduate student members which are standing for each officer position.

Each elected member begins their term of office with the beginning of Summer semester ending at the end of the following Spring semester. Each elected position is determined by a plurality voting system. The Council consists of the officers listed here and any additional officers appointed, together with the Advisor.

Elections shall be run by an appointed elections commissioner. They shall be appointed by a majority vote of the offices. The selected commissioner may be any current member of the club. However, the commissioner may not run for an officer position. The details of how an election will be run as well as the final counting of the votes will be the responsibility of this commissioner.

**Section 1 – President:** Acts as the guiding head of the organization. They represent Board to Death at official Ohio State University functions as well as off-campus functions at which Board to Death wishes to have a representative. The president puts ideas into motion in order to lead the club.

The President must complete President training as offered by The Ohio State University and is responsible for the training of prospective officers every February. They are responsible for booking spaces for events, including meetings, registering the club in any Involvement Fairs hosted by The Ohio State University, and applying for office and/or locker space through the Union every Spring Semester or delegating these same duties to other officers.

**Section 2 – Vice President:** Second in command, the Vice President is there to step in when the President is unable to perform their duties. This person also acts as counsel to the President and helps to complete or delegate tasks to other members of the officer council. The Vice President is responsible for updating the club Instagram and sending out newsletters once a week.

**Section 3 – Treasurer:** The Treasurer oversees the finances of Board to Death and must approve all purchases. They are responsible for all financial transactions. Any purchases from the club account must be approved by the Treasurer, either in writing or via a majority vote of the officers in which the Treasurer is present. They are responsible for ensuring that members are reimbursed properly and that the other officers have up to date information on club finances.

In addition, the Treasurer must keep a record of all members who have paid their dues and update the records and mailing lists accordingly. The Treasurer must complete Treasurer training as offered by The Ohio State University.

**Section 4 – Membership Coordinator:** This officer shall be one of the most social faces of the club. It is their responsibility to make the club environment a welcoming and fun environment for everyone. It is the Membership Coordinator's job to welcome new attendees and to teach games when possible and necessary.

**Section 5 – Event Coordinator:** There may be up to two event coordinator positions on the officer council and they can divide the event coordinator responsibilities as they see fit. The responsibilities of the Event Coordinator are to plan and implement all events that the club wishes to have.

These include but are not limited to any events that occur during club meetings and special events. They are responsible for arranging food and supplies for these events, and all their purchases must be approved by the Treasurer or Primary Advisor. They are also in charge of increasing campus awareness of Board to Death and its events. This can be done using chalk messages, flyers, Instagram, e-mail, etc.

### ***Article III – Nomination and Removal of Officers and Members.***

In the case of an issue arising by, for, or against officers, members, or attendees of Board to Death meetings, a few methods of recourse may be pursued. The overall process is dictated by a nomination for

removal, and if successful, the person will then undergo a voting process wherein which the person is either removed or suspended as per the constitutions guidelines.

### **Section 1 – Nomination for Removal**

Any member or officer may initiate the nomination for removal of another member or officer by submitting a written complaint to the Council. The complaint should detail the reasons for the nomination and provide any supporting evidence.

Upon receiving a complaint, the Council will convene to review the complaint and determine if it merits further action.

If the Council deems the complaint valid, a nomination for removal will be made.

### **Section 2 – Removal of Officers**

An officer nominated for removal may be permanently removed through one of the following methods:

- A two-thirds vote of the officers.
- A majority vote of the membership.
- An officer voluntarily may resign by notifying the Council.

If a motion for removal is successful, there may be a successor chosen by a following two-thirds vote of the officers or majority vote of the members.

### **Section 3 – Removal of Members**

General members or attendees may be removed as follows: First a discussion among the officers will take place. It is encouraged that the officers meet with those involved in the complaint to make an informed decision. Afterwards a two-thirds blind vote will take place among the officers to remove the nominee.

### **Section 4 – Suspension of Members**

In extreme cases concerning safety, health, or dignity, a member may request a meeting with the Council to seek the temporary suspension of another member or attendee. Suspensions are inherently temporary and may be followed up by a formal removal process as outlined above.

The Council may conduct a blind vote to suspend a member as outlined in Section 3.

If the Council is unable to meet promptly (defined as no longer than the period between the complaint and the next club meeting or affiliated event), the Faculty Advisor, Co-Advisor, President, or Vice President may suspend a member's attendance privileges for up to three club meetings or affiliated events pending a formal suspension or removal process.

The Director of Student Activities must be informed of any suspension and the circumstances surrounding it. The Council is strongly recommended to consult with the OSU Office of Student Activities regarding any ongoing circumstances threatening the health, safety, or dignity of a Board to Death member.

#### ***Article IV – Advisor(s)***

The Primary Advisor is a tie breaking vote for the council and is responsible in conjunction with the Treasurer for management of the club finances. The Primary Advisor is also responsible for advising the Council on the prudence and particulars of the events and courses of action that the club has planned.

The Primary Advisor may have a Secondary Advisor, who may vote as well at Council meetings and general meetings and should also advise the Council. A maximum of two advisors is allowed, and the secondary advisor may not handle club financial matters.

Each Advisor must complete the requisite training as required by the Ohio State University.

#### ***Article V – Meetings of the Organization: Required meetings and their frequency.***

Meetings will be held on a weekly basis at a time, place, and day of the week as decided by the Council (possibly at the recommendation of the General Members) during spring and fall semesters. Meetings may be held through the summer or during breaks on a less regular frequency as decided by Council. If a meeting must be canceled, all members must be notified of the cancellation as expediently as possible.

#### ***Article VI – Method of Amending Constitution: Proposals, notice, and voting requirements.***

All proposed amendments to this constitution must be submitted to the Council by a member of the Council at least one week prior to a special or voting meeting, and in electronic format. The amendment's text, along with notice of the forthcoming majority vote by active members, will be promptly communicated to all members via email.

#### ***Article VII – Club Assets***

The purchase of food and promotional materials such as fliers or signage for club events can be voted on simply by the Council and does not require a full membership vote.

In the unfortunate instance where Board to Death disbands all club assets including games will become the property of The Ohio State University.

## **By-Laws**

#### ***Article I – Parliamentary Authority***

Under most circumstances, a simple motion/second/vote system will apply for both Council and General meetings. If necessary or requested, 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*

Full membership is open to all and requires only a five-dollar payment to the club once a year. Membership is maintained for a full academic year after the dues are paid. For example, if dues are paid in the fall, then the individual will maintain membership until the next fall. The benefits of being a member are numerous and include, but are not limited to, voting rights, being able to win prizes in club sponsored contests, and possible discounts on attendance at local and remote events.

### *Article III – Election / Appointment of Government Leadership*

In order to run for a position, one must be a paid member of the club and be an undergraduate student.

### *Article IV – Method of Amending By-Laws*

All proposed amendments to the bylaws must be submitted to the Council at least one week before a special or voting meeting in electronic format. The text of the amendment, along with notice of the forthcoming majority vote by members, will be communicated to all members via email.

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