**Constitution**

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

Section 1 - Name:

James Biomedical Consulting and Communication Club (JBCCC)

Section 2: Purpose:

The mission of the James Consulting & Communication Club is to engage and provide members guidance interested in pursuing a career in the field of consulting and strategic communication. This will be completed by encouraging personal, scientific, and professional development, providing support to members in their progress both at OSU and in transitioning to employment, and equipping them with the skills to compete with the biomedical workforce by enhancing their skills in multidisciplinary technologies, written and verbal communication, and visual and statistical evaluation of data. The JBCCC will work on fostering close collaborations with the College of Medicine, College of Pharmacy, Graduate Program in Molecular, Cellular, and Developmental Biology (MCDB), and the Fisher Graduate Programs Office to ensure the latest trends in consulting, communication, and recruiting are being adhered to and appropriately communicated to its members. The club will be dedicated to its members, and will promote and coordinate events accordingly to what the needs of its members are. Importantly, the club will utilize its energy, time, and resources to allow for career discovery and in preparing students for their case/presentation interview, which are vital components for most consulting and communication positions. Our organization strives to equip our scientific members to tackle a diverse range of issues, from medical to business oriented, through fostering a supportive, engaged, and respectful community. Finally, our organization intends to serve as a platform to develop and foster the future of biomedical professionals in consulting and communication.

Section – 3 Non-Discrimination Policy:

This organization and its members shall 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, admissions, and employment.

*Article II – Membership: Qualifications and Categories of Membership*

Any member of the Ohio State community and surrounding area will be able to join, however, only the student governing body and the faculty representatives will be able to vote on any of the issues brought before them. In addition, members are expected to:

* Attend JBCCC meetings
* Participate in planning and executing events
* Vote on issues proposed to the general membership

*Article III – Methods for Removing Members and Executive Officers*

IIIa. If a member engages in such a manner deemed 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.

IIIb. Any elected officer of the organization 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.

IIIc. 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), the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive member.

*Article IV – Organizational Leadership: Titles, terms of office, type of selection, and duties of the leaders.*

Organization leaders represent the executive committee and general membership and are elected or appointed by the previous officers. The officers will be as follows: President, Vice President of Talent Development, Vice President of Communications, Vice President of Network Relations, and Treasurer. The length of term should be 1 year, unless a suitable replacement cannot be found, in which case the officers may be allowed to hold a second consecutive year. Upon completion of the second term, a replacement must be found.

**President:** Responsible for general oversight of the organization, administrative tasks, planning, and event coordination. Responsible for reaching out to alumni and others in the consulting and communication fields to lead discussions and informational sessions for members. They will be responsible for promoting the events to others in the community.

**Vice President of Talent Development:** Responsible for building the consulting and communication skills of members through workshops and one-on-one sessions. They will also be responsible for promoting the events to others in the community.

**Vice President of Communications:** Responsible for planning and coordination of general events, including but not limited to panel discussions and keynote address. They will also be responsible for sending out information to the list serve about the upcoming events at least one week prior to the event. They will also be responsible for promoting the events to others in the community.

**Vice President of Network Relations:** Responsible for the creation and maintenance of alumni and industry relationships, with focus on the consulting and scientific communication partnerships. They will also be responsible for promoting the events to others in the community.

**Treasurer:** Responsible for all fiscal matters relating to the organization, preparing a budget, securing funding, allocating funds for club activities, requisition of coke products from the Union and ordering food from the provider, and for the requisition of any other items needed for seminars/panel discussions/general meetings. They will also be responsible for promoting the events to others in the community.

*Article V – Election/Selection of Organizational Leadership*

Members of the current leadership team will appoint the next set of officers by the end of the Fall Semester. Their appointment must be approved by the organization’s advisor.

*Article VI – Executive Committee: Size and Composition of the Committee*

The Executive Committee will consist of the current officers, and the advisor of the organization.

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

No Standing Committees are deemed necessary at this time for the James Biomedical Consulting and Communication Club.

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

The advisor is a full-time faculty at The Ohio State University. The advisor will be approved by the officers of JBCCC. The advisors duties are to support the organization and give recommendations and insight to improve the organization and achieve its goals.

*Article IX – Meetings and Events of the Organization: Required meetings and their frequency*

Two general body meetings will be required for the academic year, one per semester, but will also be held as needed throughout the academic year. The majority of functions will be held organized through e-mail, and any organizational e-mail should include the advisor and all current officers to ensure all parties are informed.

*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 specificized number of subsequent general meetings and the general meeting in which votes will be taken, and should require a two-thirds majority of voting members (with a quorum being present: ≥ 50% of members in attendance). The constitution should not be amended easily or frequently.

*Article XII – Method of Dissolution of Organization*

The organization may be dissolved at the discretion of the advisor and officers if meetings become poorly attended and if the purpose of the organization is no longer being fulfilled.