**Constitution of the Korean American Scientist Engineer Association Young Group (KSEA YG) at The Ohio State University**

***Article I - Name, Purpose, and Non-Discrimination Policy***

**Section 1: Name**  
The name of this organization shall be the Korean American Scientist Engineer Association Young Group at The Ohio State University (KSEA YG OSU).

**Section 2: Purpose Statement**  
The purpose of KSEA YG OSU is to:

* Advance the application of science and technology for societal benefit.
* Support the career development of young Korean American scientists and engineers.
* Provide networking opportunities at The Ohio State University.

**Section 3: Non-Discrimination Policy**  
KSEA YG OSU 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 basis in accordance with the Student Organization Registration and Funding Guidelines.

***Article II - Member selection***

**Section 1: Membership Qualifications**  
Membership is open to all students at The Ohio State University who are interested in science, social science, and engineering. Members are highly recommended to actively participate in workshops and events, which align with the organization's goals.

**Section 2: Categories of Membership**  
Voting membership is limited to currently enrolled Ohio State students. Non-student members, such as faculty, alumni, and professionals, may become non-voting associate or honorary members.

* **KSEA YG OSU Student:** Currently enrolled Ohio State students with voting rights.
* **KSEA YG OSU Non-Student Associate:** Non-student members, such as faculty, alumni, and professionals associated with Ohio State University, do not have voting rights.
* **KSEA YG Non-OSU:** Individuals not affiliated with Ohio State University who may participate in events but do not have voting rights.

***Article III – Membership Removal***

* **Removal:** Members may be removed for failing to uphold the organization's values or engaging in actions detrimental to the group. The process includes a review by the board and an opportunity for the member to respond before a final decision is made.

***Article IV - Organization Leadership***

**Section 1: Titles and Terms of Office**  
KSEA YG OSU leaders represent the Executive Committee and general membership. They are elected or appointed by the organization’s voting membership. The leadership positions and their terms of office are one-year.

**Section 2: Duties of Leaders**

* **President:** Leads the organization with vision and commitment. Oversees all operations, makes final decisions, delegates tasks, acts as the liaison between the group and KSEA HQ, organizes and leads meetings, guides projects, and fosters growth and inclusivity within the organization.
* **Secondary Leader (Vice President):** Assists the President in managing operations and responsibilities. Delivers announcements and shares relevant details during general meetings. Balances leadership duties, facilitates communication within the group, and supports board members as needed.
* **Treasurer:** Manages the organization's finances by handling budgeting, tracking expenses, and ensuring transparent financial reporting. Collaborates with members to manage dues, funds, and reimbursements, and provides regular updates on the financial status to support the organization's sustainability.
* **Communication Leader:** Manages internal and external communication for the organization. Ensures timely dissemination of information to members through emails, newsletters, and other channels. Acts as the primary contact for inquiries and coordinates communication strategies to promote events and activities.
* **Social Media Leader:** Oversees the organization’s social media presence. Creates and curates content for social media platforms to engage members and attract new followers. Manages social media campaigns, monitors engagement metrics, and collaborates with the Communication Leader to ensure cohesive messaging.

***Article V - Election / Selection of Organization Leadership***

**Section 1: Eligibility for Office**Candidates for office must be current voting members of KSEA YG OSU, demonstrate a commitment to the organization’s mission and goals, and meet any specific eligibility criteria established by the organization.

**Section 2: Nominating Process**

* Nominations for leadership positions will be accepted during a designated period before the election.
* Members can nominate themselves or be nominated by others.
* Nominees must accept their nomination to be included on the ballot.

**Section 3: Election Procedures**

* Elections will be conducted annually during a designated meeting.
* Ballots will be prepared listing all accepted nominees for each position.
* Voting will be conducted anonymously, and members may vote in person or electronically if necessary.
* The candidate with the majority of votes for each position will be elected.

**Section 4: Appointment and Ratification**

* In the case of unfilled positions or special circumstances, the Executive Committee may appoint members to leadership positions, subject to ratification by a majority vote of the general membership.

**Section 5: Special Circumstances**

* Resignations: If a leader resigns, a special election will be held to fill the position for the remainder of the term.
* Impeachments: Leaders may be impeached for failing to perform their duties, misconduct, or actions harmful to the organization. The impeachment process includes a review by the Executive Committee and a vote by the general membership, requiring a two-thirds majority for removal.

***Article VI - Executive Committee***

**Section 1: Size and Composition**The Executive Committee consists of the President, Secondary Leader, Treasurer, Communication Leader, Social Media Leader, and any appointed chairpersons of standing committees. Ex officio positions from related student organizations may also be included as needed.

**Section 2: Duties of the Executive Committee**

* Represent the general membership.
* Conduct the business of the organization between general meetings.
* Report actions and decisions at general meetings.
* Ensure that the organization’s activities align with its mission and goals.

***Article VII - Standing Committees***

**Section 1: Names, Purposes, and Composition**Standing committees are established to carry out the basic functions of the organization. The names, purposes, and composition of each committee will be determined by the Executive Committee. Chairpersons of standing committees are appointed by the organization leadership and report to the Executive Committee.

***Article VIII - Advisor(s) or Advisory Board***

**Section 1: Qualification Criteria**Advisors must be full-time members of the University faculty or Administrative & Professional staff. If a person serving as an advisor does not meet these classifications, a co-advisor who meets the criteria must be chosen.

**Section 2: Responsibilities and Expectations**Advisors are expected to provide guidance, support, and attend meetings when possible. They assist in the organization’s development, ensure adherence to university policies, and support the leadership team in achieving the organization’s goals.

***Article IX - Meetings and Events of the Organization***

**Section 1: Required Meetings and Attendance**The organization will hold regular meetings and events throughout the academic year to ensure active member engagement and the achievement of organizational goals. Specific requirements are as follows:

* **General Meetings**: The organization will hold at least one general meeting per month during the academic year (excluding summer). These meetings are essential for discussing upcoming events, organizational updates, and member participation.
* **Special Events and Workshops**: In addition to general meetings, the organization will host special events and workshops. These may include career development workshops, networking events, and other activities relevant to the organization's mission.

**Section 2: Scheduling and Notification**

* **Scheduling**: The dates and times of general meetings, special events, and workshops will be determined at the beginning of each academic term and included in the annual plan. Any changes to the schedule will be communicated promptly.
* **Notification**: Members will be notified of upcoming meetings and events through official communication channels, including email and social media.

**Section 3: Event Planning and Coordination**

* **Event Planning**: The Executive Committee will oversee the planning and coordination of all meetings and events. This includes securing venues, arranging speakers or facilitators, and ensuring all logistical needs are met.
* **Member Involvement**: Members are encouraged to contribute ideas for events and participate in the planning process. Committees may be formed for specific events to involve more members and distribute responsibilities.

***Article X - Attendees of Events of the Organization***

**Section 1: Behavior Expectations**All attendees, whether members or non-members, are expected to conduct themselves in a manner that aligns with the organization’s constitution, the Code of Student Conduct, university policy, and federal, state, or local law. Disruptive behavior will be addressed through established organizational processes.

***Section 2: Addressing Disruptive Behavior***The organization reserves the right to address any behavior that interferes with the educational or work environment. Disruptive individuals may be asked to leave events and may face further actions as deemed necessary by the Executive Committee.

***Article XI - Method of Amending Constitution***

* Proposed amendments must be presented in writing and read at a general meeting.
* Amendments will be discussed and voted on at subsequent general meetings.
* A two-thirds majority of voting members is required to adopt an amendment.
* Amendments should not be acted upon when initially introduced and require multiple readings before a vote.

***Article XII - Method of Dissolution of Organization***In the event of dissolution, the organization’s assets and debts will be disposed of in accordance with university guidelines. The Executive Committee is responsible for ensuring all financial obligations are met. Student Activities staff must be contacted to remove the organization’s information from the university website.

This organization 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.