



## **Constitution**

### **ARTICLE I – Name, Purpose and Non-Discrimination Policy**

SECTION A – The name of the organization shall be: Students for Recycling

SECTION B – It shall be the purpose of Students for Recycling to build a coalition of student organizations to promote recycling, to raise awareness about recycling on campus, to raise money to assist the already established Ohio State Recycling Program, and to provide education on the impact of waste disposal

SECTION C – Students for Recycling 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.

SECTION D – As a student organization at The Ohio State University, Students for Recycling 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 – Membership: Qualifications, Categories of Membership and Removal of Members**

SECTION A – Membership is open to any enrolled student. Students with an interest in participating in service projects and other club opportunities may apply to be a member.

SECTION B – Dues will not be collected for this organization

SECTION C – If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, with the consultation of the advisor.

**ARTICLE III – Organization Leadership: Titles, terms of office, and type of selection**

SECTION A – Students for Recycling shall have a President, Vice President, Secretary, Treasurer, Social Chair, Co-Social Chair, Take Back the Tap President, and an Advisor. These officers comprise the Executive Committee. All officers must be a member of Students for Recycling.

SECTION B – The term of the Executive Committee members shall be one full year.

SECTION C – Any team leader may be removed from membership by a two-thirds vote of the members. Any team member removed may appeal to the general membership. Said officer shall be considered reinstated with two-thirds approval of the members.

SECTION D – Any vacancy which may occur in an office shall be filled by appointment by the President pending ratification at the next group meeting.

SECTION E – Election of officials shall be held in February  
At least two weeks notice shall be given before the election meeting.  
Nominations shall be initiated from the floor and elections done by a ballot. The person receiving majority vote will be elected.

## **ARTICLE IV – Duties of Leaders**

### SECTION A – The President

- The president shall be the chief executive officer
- The president shall appoint all committee chairpersons -The president, with approval of the executive board, directs the budget
- The President shall fill vacancies in offices by appointment by the President with approval of the general membership
- The President shall be in charge of all communication between general body and exec. board members.
- The President is responsible for the delegation of various responsibilities and setting deadlines.
- The President shall suggest future programs and events.
- The President shall coordinate meeting times to best accommodate the members of Students for Recycling.

### SECTION B – The Vice President

- The vice president shall be responsible for checking the organization's email account at least two times per week as well as sending out weekly reminder emails to the general body.
- The vice president shall assume the duties of the president should the office become vacant or in the absence of the president. -The vice president will keep and have available current copies of the constitution

- The vice president shall be responsible for a very small and informal orientation for all new members after their first meeting.
- The vice president shall be in charge of coordinating social events and mixers at general body meetings.

#### SECTION C – The Secretary

- The secretary shall be responsible for keeping the minutes of all meetings and the meetings of the executive board -The Secretary shall record the attendance at all meetings.
- The secretary will provide a copy of the minutes for each officer and keep a master file.
- The secretary will also be required to maintain the appearance and postings in the Students for Recycling office (room 323 in the Union).

#### SECTION D – Treasurer

- The treasurer shall keep a current record of all financial transactions - The treasurer shall develop quarterly reports containing a list of all receipts and disbursements and distribute them among the membership
- The treasurer will be responsible for checking the accuracy of all bills

#### SECTION E – Social Chair

- The social chair shall plan volunteer opportunities and social events outside of Students for Recycling meetings.
- The social chair coordinates volunteers during the regular semester for service events and acts as a contact for these events. -The social chair is in charge of social media.

#### SECTION F – Co-Social Chair

- The co-social chair shall assist the social chair to plan volunteer opportunities and social events outside of Students for Recycling meetings.
- The co-social chair shall help the social chair coordinate volunteers during the regular semester for service events and act as a contact for these events.

-The co-social chair shall assist the social chair in running social media.

#### **SECTION G** – Take Back the Tap President

-The Take Back the Tap (hereby referred to as TBTT) President shall collaborate with the Executive Committee and general body to create programming that advocates for the end of privatization of water. -The Take Back the Tap shall organize and manage TBTT campaigning and event planning.

-The Take Back the Tap President shall remain in regular communication with TBTT representatives from the national organization Food and Water Watch.

#### **SECTION H** – The Advisor

-The advisor shall assist the group in their execution of roles and responsibilities

-The advisor shall provide feedback to the organization regarding its operations and functioning and give direction towards the future of the organization.

-The advisor shall serve as a resource

-The advisor should provide advice upon request and also should share knowledge, expertise, and experience with the group -The advisor will be a nonvoting member of the organization

#### **ARTICLE V** – Meetings of the Organization

The times for regularly scheduled meetings shall be bi-weekly at a predetermined time.

#### **ARTICLE VI** – Method of Amending Constitution

These rules may be suspended or amended by two-thirds vote of the membership.