The Constitution and By-Laws of TerrAqua

**Article I - Name**

The name of this Student Chapter shall be TerrAqua.

**Article II - Area**

The headquarter of this Chapter shall be The Ohio State University in Columbus, Ohio.

**Article III - Objectives**

Section 1. Enrolling our members in activities related to environmental science and water resource management where they can gain hands-on fieldwork experience.

Section 2. Providing our members with opportunities to network with environmental professionals, and host speaker events and activities where students can learn more about careers relating to water conservation and the environment in general.

**Article IV – Membership**

Section 1. New members and membership renewal shall be accepted at any time during the academic year upon submitting the appropriate membership payment.

Section 2. TerrAqua is an Associated Student Organization of the Water Management Association of Ohio. To be added to the official member roster of TerrAqua, President must provide proof of membership of the Water Management Association of Ohio. Officers and other members are highly encouraged to also be members of the Water Management Association of Ohio.

**Article V – Non-Discrimination and Termination of Membership**

Section 1. TerrAqua and its members shall not discriminate against any individual for reasons 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 Ohio State’s student organization guidelines.

Section 2. Membership shall be terminated upon failure of membership renewal specified in Article IV, voluntary resignation, or automatic dismissal sanctioned by a two-thirds vote of the total membership of the Chapter. Grounds for dismissal shall be any activity that is detrimental to the Chapter.

**Article VI - Officers**

Section 1. The officers of this Chapter shall include a President, Vice President, Secretary, Treasurer, and at least one Faculty Advisor. When necessary, the Treasurer may include the Secretary role.

Section 2. Offices shall be open to all paid members of the local Student Chapter with academic standing in accordance with school policies.

Section 3. The President shall preside at all meetings, assume active leadership of the Chapter, secure projects for the Chapter to be involved with, and perform other customary duties of the office, such as keeping active standing with the Ohio Union and the School of Environment and Natural Resources.

Section 4. The Vice-President shall preside in the absence of the president and assist President in planning meetings and contacting presenters. They will have secondary leadership status with the Ohio Union and act as President in the absence of the official President.

Section 5. The Secretary shall keep the minutes and official records of the Chapter, create and distribute flyers advertising meetings, and shall handle all correspondence between Chapter and professional organizations.

Section 6. The Treasurer shall collect and receive all membership payments, fees, and other funds, shall properly care for such funds, and, upon authorization, disburse them to meet obligations of the Chapter. He/She shall also keep accurate financial records and account for all the funds according to school rules, as well as keep an updated club roster.

Section 7. The Faculty Advisor(s) shall be the official representative(s) between the Chapter and the school administration; shall counsel with the officers, members, and committees of the Chapter and assist toward the highest accomplishment of the organization. The faculty advisor(s) must be an active member of the teaching staff or administration office of the school.

**Article VII - Elections**

Section 1. Candidates for offices shall volunteer and be approved by the Executive Committee. Candidates will announce their candidacy to members during the general election.

Section 2. All officers shall be elected annually during spring semester. New officers will be trained by current officers for the remainder of the semester. New officers officially begin their term at the end of spring semester and are elected for one year.

Section 3. Elections and the election timeline will be announced in January. Candidacy announcements will occur at the beginning of February and general election voting will commence late February. Elected candidates will be announced in March.

Section 4. General election voting can occur either in person or virtually. Election type will be decided by the President in January before the election timeline in announced. If the election is in person, candidates will be allocated up to 5 minutes to present their case for candidacy in front of all members in attendance. After all candidates have spoken ballots, will be passed out to members, completed, and collected then counted. If the election is virtual, candidates will submit statements to the Vice-President presenting their case for candidacy. These will be compiled into a virtual form and sent to all members who the organization has contacts for. Members will have one week to complete the virtual form.

Section 5. All elected candidates must have 51% majority rule. If there is a tie the President will decide. The Vice-President and Treasurer will count the votes together.

Section 6. Candidates’ approval by the Executive Committee includes majority votes in the general election and commitment to the organization. If a candidate is severely unfit for the role either in attendance, behavior, or poor decorum, the Executive Board has the power to veto their election.

Section 7. Any officer of the club may be brought upon impeachment charges if 1) they are acting detrimentally to the organization or 2) they have significantly disregarded the major responsibilities of his or her office.

**Article VIII - Committees**

An Executive Committee shall consist of the elected officers and the faulty advisor(s). All other committees, including marketing, activities, and fundraising committees, shall be appointed by the President as needed.

**Article IX - Meetings**

Section 1. Chapter meetings shall be conducted at least a month during the academic year. These meetings will be open to all members the local Chapter as well as the general public in order to discuss conservation subjects and report on projects undertaken.

Section 2. Business meetings shall be held once a month to discuss chapter activities, upcoming events, fundraising, and any other issues raised by the members of the Chapter. All officers and advisors will attend each business meeting.

**Article X - Quorum**

Section 1. One half of the officers of the Chapter shall constitute the quorum necessary for voting procedures. A majority vote shall constitute a decision. The President shall cast the decisive ballot in the event of a tie.

**Article XI - Amendment of Bylaws**

Section 1. This document may be amended by regular voting procedure as stated in Article X, Section 1.

Section 2. Any proposed amendment must be presented to the Chapter at least one regular meeting before being acted upon.

**Article XIII - Dissolution**

Section 1. This Chapter may be dissolved by the Chapter in accordance with the rules proposed for amending the Bylaws (Article XI) or by authorities of The Ohio State University.

Section 2. Upon dissolution, all just debts shall be paid out of the funds of the Chapter. Any remaining funds and assets shall be transferred to a nonprofit environmental organization. All records shall be submitted to the school administration for filing or disposal.

**Amendment III**

**For impeachment of the President:**

- a list of charges must be submitted to the Vice-President and be signed by three-fourths of the officers and/or the active membership.

- the Vice-President will then hold impeachment holdings, allowing the accused officer to defend his or herself, followed by a vote by the active membership

- a three-fourths vote results in the impeachment of the President

- the Vice-President takes over the responsibilities of the President and a special election is held the next meeting to elect a replacement Vice-President

**For impeachment of other officers:**

- a list of charges must be submitted to the President and be signed by three-fourths of the officers and/or the active membership.

- the President will then hold impeachment holdings, allowing the accused officer to defend himself or herself, followed by a vote by the active membership

- a three-fourths vote results in the impeachment of the officer

- a special election is held the next meeting to elect a replacement officer