GIRLS CLUB CONSTITUTION

# W OMEN IN SPORTS CLUB (ADOPTED August 2023)

**ARTICLE I:**  Name

The name of this organization shall be the Girls Club Ohio State.

## Article II: Purpose and Scope

**Section 2.1.**  The purpose of this association is to promote an interest in working in sports for women as well as anyone else interested in the career path. It will focus on resources, networking, tips, opportunities and more.

**Section 2.2.**  In the pursuit of this general purpose, the Girls Club – OHIO STATE will work to:

(**A**) host social events that provide opportunities for members enriching information on the sports realm.

(**B**) build confidence in members who wish to pursue sports as their career path,

(**C**) provide opportunities for networking and specialized events.

(**D**) partner with the national chapter Girls Club to provide powerful resources.

## Article III: Relationship

The Girls Club Ohio State is affiliated with a national chapter platform called Girls Club and is a sister chapter to the Girls Club chapters at other universities. Although this organization has members who are students at The Ohio State University and may have University employees associated with or engaged in its operations, the University does not direct, supervise, or control the organization and is not responsible and cannot be held liable for the organization’s contracts, acts, or omissions.

## Article IV: Membership

**Section 4.1.**  Active membership in the Girls Club Ohio State shall be limited to students who are currently enrolled at The Ohio State University. Active members are eligible to vote and hold office in the Girls Club Ohio State Student Organization.

**Section 4.2.**  Associate membership in the Girls Club Ohio State Student Organization shall be open to all faculty and staff of The Ohio State University.

**Section 4.3.**  The number of active members in the organization must be one more than 50% of the total number of all members of the Girls Club Ohio State Student Organization.

**Section 4.4.**  Persons interested in becoming active members in the Girls Club Ohio State Student Organization may join after attending one consecutive meeting and paying the required dues at the stated deadline. No formal application or interview is required to obtain active member status.

**Section 4.5.**  Annual dues of $10 ($20 for the school year) shall be paid by date stated each semester, after which a member will be dropped from active status by nonpayment of dues. Individuals seeking active membership in the organization after the deadline has passed shall pay annual dues during the following semester.

**Section 4.6.**  Membership in registered student organizations shall be open to all students of The Ohio State University, without regard to 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.

Article V: Organizational Leadership

**Section 5.01.**  The officers of the Girls Club Ohio State Student Organization shall be the President, the Vice President, Social Media Coordinator, and the Treasurer. These officers shall comprise the Executive Committee. All executive officers must be current Ohio State University students.

**Section 5.02.**  The President shall:

1. lead all meetings of the Girls Club Ohio State Student Organization.
2. serve as the primary point of contact between the Girls Club Ohio State Student Organization and The Ohio State University.
3. assist the other officers with the completion of their responsibilities.
4. ensure that the actions of the Girls Club Ohio State Student Organization remain consistent with the vision and purpose of the organization.
5. Served at least one year as an executive committee member prior to being elected president.

**Section 5.03.**  The Vice-President shall:

(**A**) plan and execute all regularly scheduled weekly meetings, where a guest speaker is not present, of the Girls Club Ohio State Student Organization outside of regularly scheduled meetings

(**B**) organize all advocacy initiatives of the Girls Club – OHIO STATE Student Organization.

(**C**) schedule and supervise community fundraising opportunities.

**Section 5.04.**  The Social Media Coordinator

1. run all social media accounts to represent what Girls Club Ohio State is.
2. in charge of delegating and running the social media committee that is created each year by an appointed position
3. create and post on the account as often as two times a week to grow the social media following and presence on campus.
4. Collaborate with each other and communicate to the rest of Exec to provide timely and accurate information to post on Social Media accounts (i.e. Instagram and Tik Tok)

**Section 5.05.**  The Treasurer shall:

(**A**) attend finance meetings and trainings held by the Financial Affairs Committee (FAC.

(**B**) collect, record, and deposit any funds allocated to or collected by the recorded attendance at all meetings of the Girls Club – OHIO STATE Student Organization.

(**C**) report on the financial status of the group at business meetings.

(**D**) plan and organize any fundraising activities or events; and

(**E**) maintain all financial records with the appointed financial institution.

**Section 5.08** Event Coordinator Shall.

1. Plan and organize all guest speaker and social meetings hosted by Girls Club Ohio State
2. Communicate between guest speakers, general body members, and executive board about all planned meetings.
3. Gain approval from president for all meeting plans.
4. Manage a budget provided by the Treasurer for event use.

**Section 5.07.**  The terms of all officers of the Girls Club – Ohio State Student Organization shall be one year; however, officers may serve multiple consecutive terms.

**Section 5.08.**  One or more advisors shall be appointed or confirmed at the beginning of each academic year by the Executive Officers. The advisor(s) must be a full-time faculty, staff, or a full-time employee of The Ohio State University.

**Section 5.09.**  The Advisor shall:

1. advise the Girls Club – OHIO STATE Student Organization to ensure compliance with OHIO STATE policies and procedures.
2. attend meetings of the Girls Club OHIO STATE Student Organization as needed.
3. resolve internal disputes between members of the Girls Club – OHIO STATE Student Organization.

## Article VI: Elections

**Section 6.1.**  The Girls Club Ohio State Student Organization will hold officer elections annually during the month of March in The Ohio State University’s Spring semester. This process shall be open to all members of the Girls Club Ohio State Student Organization.

**Section 6.02.**  The President of the Girls Club – Ohio State Student Organization will open an application to send to general body members by seeking nominations for each office in the following order:

1. President
2. Vice-President
3. One Social Media Coordinators
4. Treasurer

**Section 6.3.**  Any active member of the Girls Club Ohio State Student Organization may nominate any active member of the organization, including themselves, to any office. All nominations must be accepted by the nominee. An individual can only accept nomination for one (1) executive officer position.

**Section 6.4.**  After accepting nominations for each office, the President will close nominations. In the event that only one individual accepts nomination to an executive officer position, that individual will assume the position for the next academic year. In the event that two or more individuals accept nominations for an executive officer position, the position will be put to a vote.

**Section 6.5.**  Voting shall occur by secret ballot, distributed to each active member of the Girls Club

Ohio State Student Organization present at the meeting. Each active member may cast one and only one vote. Proxy voting is not allowed.

**Section 6.6**. A simple majority vote is required to elect Executive Officers. In the event that a winner cannot be determined because two or more individuals receive the same number of votes, any individual who received less than those individuals will be removed from the list of potential candidates and a new vote will be conducted until such time as one candidate receives a simple majority.

**Section 6.7**. The new Executive Officers shall be immediately installed following the selection of each office. Outgoing Executive Officers are expected to assist the new officer-elect in learning about their new role and the duties and responsibilities associated with it.

**Section 6**.8 should there not be enough nominations.

## A RTICLE VII: Committees

**Section 7.1**. The Executive Committee shall include the officers of the Girls Club – OHIO STATE Student Organization. They shall supervise affairs of the organization between its business meetings, make recommendations to the organization, and perform other duties as specified in this Constitution.

**Section 7.2.**  Other committees, standing or special, shall be appointed by the President of the Girls Club – OHIO STATE Student Organization or the Executive Committee as deem necessary to carry on the work of the organization.

**Section 7.**3 Social Media committee shall be appointed at the beginning of each Autumn semester. A group of three people shall be selected from an application process by the Social Media Coordinator. Their duties shall be:

1. Assist in duties as assigned for all Girls Club Ohio State social media accounts.
   1. Instagram and Tik Tok (more accounts can be created)
2. Attend biweekly social media committee meetings run by the Social Media Coordinator
3. Must communicate effectively in a timely manner with the Social Media Coordinator.

Failure to uphold these duties can result in removal from committee.

## Article VIII: Vacancies and Removal of Executive Officers

**Section 8.1.** If, for any reason, an Executive Officer steps down or is removed from the position, the vacancy shall be filled by electing a replacement officer at the next meeting of the organization by following the applicable sections of Article VI above.

**Section 8.2.**  In the event that the Council President steps down or is removed from office, the Vice President will automatically assume the role of President. At which time the organization will proceed to fill the vacancy in the role of Vice President.

**Section 8.3.**  Executive Officers may be removed from their position before the expiration of their normal terms for failure to satisfactorily perform the duties of office, for repeated absences from meetings, drops out of classes, or for conduct that is improper to their office.

**Section 8.4.**  A motion to remove an Executive Officer may be made at any schedule meeting of the Girls Club – OHIO STATE Student Organization; however, a vote shall not be taken until the next scheduled meeting. In order to remove an Executive Officer, the motion must receive an affirmative three-fourths (3/ 4)majority vote of those executive members in attendance at the meeting.

**Section 8.5.**  A motion to remove an Advisor may be made at any schedule meeting of the Girls Club – OHIO STATE Student Organization and a vote taken at that time. In order to remove the Advisor, the motion must also contain a nomination for a replacement Advisor. In order to pass, the motion must receive an affirmative vote from a simple majority (50% +1) of the active members present at the meeting and the replacement advisor must accept the nomination to serve as Advisor.

**Section 8.**6 General body members can motion to remove an executive committee member should there be sufficient evidence in failure to perform their duties and roles. Three Fourths (3/4s) of members should vote to agree to the officer’s immediate removal.

### Article IX: Meetings

**Section 9.1.**  At least one “business meeting” of the Girls Club – OHIO STATE Student Organization shall be held per semester during the Ohio State University’s fall and spring semesters. Proper notice must be provided before all business meetings.

**Section 9.2.**  At least one “social meeting” of the Girls Club – OHIO STATE Student Organization shall be held per month during the Ohio State University’s fall and spring semesters. Social meetings of the Girls Club – OHIO STATE Student Organization should be announced and marketed in such a way as to reasonably inform the general membership of the organization of the social meeting.

**Section 9.3.**  The Girls Club – OHIO STATE Student Organization will hold a separate “election meeting” during the month of April in The Ohio State University’s Spring semester. This meeting shall be open to all members of the Girls Club – OHIO STATE Student Organization. At this meeting, the only business that may be considered is the election of Executive Board Members for the next academic year. In the event that an election meeting is not or cannot be held during the month of April, the election of new Executive Board Members must take place at the next business meeting of the Girls Club – OHIO STATE Student Organization.

**Section 9.4.**  A quorum shall be required at any meeting of the Girls Club – OHIO STATE Student Organization in order to conduct official business. A quorum shall consist of at least twenty-five (25%) percent of active members at any business meeting and fifty (50%) percent of active members at the annual Election Meeting.

**Section 9.5.**  Notice of each meeting shall be provided at least seven (7) days before the scheduled date of the meeting. Notice shall be given by email to the active membership of the Girls Club – OHIO STATE Student Organization. Notice must include the date, time, and location of the meeting, as well as an indication of any official business that will be considered and/or put to a vote at that meeting. Business items that do not appear in the meeting notice may be discussed but not considered or put to a vote at that meeting.

### Article X: Finances

In the event that the Girls Club – OHIO STATE Student Organization becomes defunct or is terminated, all funds held in the Girls Club – Association account at the Alabama Credit Union shall be donated in full to the Ohio State University Student Organization Scholarship Fund and the account officially closed.

#### **Article XI:** Constitutional Amendments

This constitution may be amended at any regular meeting of Girls Club – OHIO STATE Student Organization by a two-thirds majority vote of the active members present at the meeting, provided that the amendment has been submitted in writing at the previous regular meeting.

#### **Article XII:** Rules of Order

**Section 12.1**. The rules contained within the most recent edition of Robert’s Rules of Order shall govern this organization, to the discretion and better judgment of the Executive Officers, unless they are found to be inconsistent with the constitution of the organization.

**Section 12.2.**  Words and phrases shall be read in context and construed according to the rules of grammar and common usage. Words and phrases that have acquired a technical or particular meaning shall be construed accordingly.

**Section 12.3.**  If any section or portion of this document is ambiguous in terms of scope,

application, or intent, then any such ambiguity will be presented to the Advisor for the Girls Club – OHIO STATE Student Organization, who will recommend an interpretation. Such interpretation will be binding until such time as the constitution can be amended to clarify the ambiguity or overturned by the Office of Student Involvement.

**Section 12.4.**  In the event that an issue, dispute, or situation arises that is not contemplated by the provisions of this document, the matter will be presented to the Advisor for the Girls Club – OHIO STATE Student Organization, who will recommend a solution, resolution, or course of action. Such recommendation will be binding until such time as the constitution can be amended to provide guidance or overturned by the Office of Student Involvement.

**Section 12.5.**  If the majority of the Executive Board disagrees with the interpretation of the advisor, as contemplated in Section 3 of this Article, or the recommendation of the advisor, as contemplated in Section 4 of this Article, then the matter can be presented to the Office of Student Involvement for consideration and final determination. The determination of the Office of Student Involvement shall be binding until such time as the constitution is amended.

**Article XIII:**  Member Removal

**Section 13.**1 If a member engages in behavior that is 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.

**Section 13.**2. Any elected officer of the chapter 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.

**Section 13.**3 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), {00312468-1} the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

**Document HISTORY:**

Created: 08/23

*[date originally ratified by vote of the Organization]*

Amended: 03/26/2025

*[date approved by vote of the Organization]*

**AUTHORIZED:**

Signed By: Jacqueline Nichols

*[President]*

Signed By: Dr. Moetiz Samad

*Advisor*