

Constitution

Hands-Only CPR Internship

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

I. Section 1: Name: Hands-Only CPR Internship

II. Section 2 - Purpose: The purpose of this initiative is to train as many people in CPR as possible in order to create a safe and responsible community in Columbus along with increasing bystander CPR rates. The Hands-Only CPR Internship works closely with Residence Life, Sorority and Fraternity Life, student organizations, and community organizations in Columbus to provide CPR trainings. The Hands-Only CPR Internship is also partnered with AHA to reach out to the local Columbus community to teach CPR at churches, community fairs, AHA events, and more.

III. Section 3 - Non-Discrimination Policy:

- a. The Hands-Only CPR Internship at the Ohio State University Wexner Medical Center 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.
- b. As a student organization at The Ohio State University, the Hands-Only CPR Internship at the Ohio State University Wexner Medical Center 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.

Article II - Membership: Qualifications and categories of membership.

- a. Membership in the Hands-Only CPR Internship at Ohio State is limited to Ohio State students or recent alumni. Potential interns must apply and will be chosen by the current internship coordinators and advisors based on their academic standing, demonstrated interest in CPR, professional references, and various other factors. 20-30 interns will be chosen to participate in the internship each year. Members who actively participate in the internship and are in good standing at the end of each semester will have the opportunity to earn a reward, such as a letter of recommendation, the opportunity to shadow a physician in the ER, the opportunity to ride along with EMS, and others.
- b. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

Article III – Methods for Removing Members and Executive Officers

- a. If a member does not actively participate in this internship, 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.
- b. Any 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.

- c. 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 officer.

Article IV - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.

- a. **Coordinators** – Four coordinators will be chosen to manage the internship each year. Interns may apply to be coordinators, and new coordinators will be chosen each year by the previous coordinators and advisors. Coordinators will serve one year long terms. Coordinators will divide the responsibilities of the primary leader, secondary leader, and treasurer: managing interns and keeping track of points earned by each intern, organizing monthly didactic meetings, managing organization finances and social media, arranging opportunities to teach CPR, coordinating with advisors and partner organizations, managing internship equipment, and arranging privileges of the internship earned by interns.
- b. **Advisors** – The advisors will serve as a liaison between the internship coordinators and university administration. They will also help arrange didactic meetings and internship privileges when needed. Advisors will serve until they choose to step down.

Article V- Election / Selection of Organization Leadership

- a. All current or previous interns are eligible to apply become coordinators. New coordinators will be chosen each year by the previous coordinators with approval from the organization advisors based on applications submitted by interns. The coordinator application will be released in the spring, and new coordinators will be chosen at the end of the spring semester or beginning of summer.
- b. In the case of the resignation or impeachment of a coordinator, the remaining coordinators will continue to manage the internship until the next coordinator application cycle in the spring. If there are fewer than two coordinators remaining, an application will be sent out immediately and new coordinators will be chosen to complete the year.

Article VI - Executive Committee: Size and composition of the Committee.

- a. The executive board will be comprised of the internship coordinators and advisors.

Article VII – Advisor(s) or Advisory Board: Qualification Criteria.

- a. Per university guidelines, advisors of this organization must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor will be chosen who is a member of these University classifications. Advisors will help arrange didactic meetings and internship privileges, manage internship supplies, and support the coordinators as needed.

Article IX – Meetings and events of the Organization: Required meetings and their frequency.

- a. Attendance at all monthly didactic meetings, unless excused by coordinators due to special circumstances, and the accrual of enough points to meet the threshold set by the coordinators each semester is required for membership.

Article X – Attendees of Events of the Organization: Required events and their frequency.

- a. 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.

- a. 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 specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

Article XII – Method of Dissolution of Organization

- a. If membership falls below five people, all members vote on whether to dissolve the organization. In the event of dissolution, the advisors take on the responsibility for any debts they have incurred since their term began. Assets will be used to cover past debts. Anything left over will be either returned to its source or donated.