# Spread the Love Projects at Ohio State Student Constitution

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

Section 1 – Name: Spread the Love Projects at Ohio State; Spread the Love Projects at Ohio State will be the first college student organization associated with “Spread the Love Projects”, which is a registered non-profit operating out of Pittsburgh, Pennsylvania.

Section 2 – Purpose: The club will focus on advocating for families struggling with pediatric medical expenses. We understand the enormous stress parents and families caring for children battling illness or disability face, and our organization seeks to empower these families by raising funds to provide financial assistance, essential resources, and preventative care measures. The organization will focus on raising money through a variety of different ways such as merchandise sales, hosting fundraisers, facilitating donations, and partnerships with other organizations in the Columbus area. Ultimately, we hope to close healthcare equity gaps across our region. This starts at educating our fellow students/club members and building a community focused on the betterment of society. Through our educational and philanthropic efforts, we will raise funds that are allocated to a 501(c)(3) non-profit organization called “Spread the Love Projects”. This nonprofit's vision directly aligns with ours. They are focused on providing financial relief to families across the countries. Furthermore, they are partnered with UPMC Children's Hospital to bring credibility and integrity to their operations. With UPMC, the nonprofit works to provide support to outpatient families who need help with transportation to the hospital, funds for medication, and much more. Spread the Love Projects also has a Children's Access to Resources and Equality (CARE) Program which works with underserved communities and schools by providing hygiene kits, bookbags, and hygiene kits to families who need it the most. As a club, we want to see a direct impact of our efforts and believe working with Spread the Love Projects provides us the opportunity to make a unique difference in the lives of less fortunate families.

Section 3 – Non-Discrimination Policy:This organization and its members does not and will never discriminate against anyone 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.

As a student organization at The Ohio State University, Spread the Love Projects at Ohio State 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**

*Qualifications*: In order to be a part of Spread the Love Projects, it is necessary to be enrolled as a student at The Ohio State University as an undergraduate or graduate student. There is no minimum GPA requirement in order to maintain status in the club. Additionally, there is no attendance requirement for meetings or club fundraising events/activities; however, an attendance record will be kept and referenced when executive applications are submitted.

*Membership Selection Process:* Any student enrolled at The Ohio State University as an undergraduate or graduate student may become a member of the organization by sending an email to any member of the Executive Board of the organization. Additionally, there is a “Membership Join Form” located on the organization’s Instagram page, which is another way for individuals to join if they have Instagram. As a third option, the organization has a LinkTree containing the “Membership Join Form,” allowing anyone with access to the internet to submit a request to join the club.

*Categories*: The organization will consist of two categories of participants: members and executive members. Members refers to any participant who is in the club and is not of executive membership status. An executive member is a member with an elected position inside the club and who serves on the executive board, which controls the operations of the club. All members are able to apply for executive membership status but are not guaranteed it.

**Article III – Methods for Removing Members and Executive Officers**

*Removing Members*: If a member is found to be involved in behavior that hinders the objective of this organization, violates the organization’s constitutions or by-laws, violates The Ohio State University Code of Student Conduct, or violates state, local, or federal law, the executive board may take a vote regarding the removal of the member. If there is a majority vote, more than half of present executive members, the member will be removed from the organization.

*Removing Executive Members*: Executive members may be removed from the organization if found in any of the violations listed in the section above (Titled “Removing Members”) or if the behavior of said executive member has been found to cause issues or significant problems within the executive staff. In order to initiate the removal process, an executive member must formally state their concerns to the current president and receive a secondary vote. From there, the process to expel the executive member starts. Executive members may only be removed by a vote from all present members of the executive board, with a majority vote required to expel the member in question. 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**

*President*: One president will be appointed and will serve as the leader of the organization. The president will lead all executive and general member meetings, unless otherwise specified. The president must have direct contact with Spread the Love Projects headquarters and must follow the standards and rules implemented by their organization. Responsibilities of the president include but are not limited to: creating an agenda for each meeting, leading the organization in an encouraging and positive manner, coordinating fundraising events, and fostering a community of growth.

*Vice President*:The vice president will act as the secondary leader of the organization and is responsible for assisting the president, as well as other tasks. The vice president must ensure that tasks are effectively carried out by members of the executive board, as well as members of the organization when necessary. Additionally, they oversee implementing new standards to the club and maintaining a high level of professionalism by all members regarding interactions representing the club.

*Treasurer*:The treasurer oversees all funds of the organization, and must adequately budget funds for events, donations, merchandise sales, and other miscellaneous forms of revenues or expenses. The treasurer must also ensure that all funds are directly transferred to Spread the Love Projects and must keep a log of all money the organization handles in order to avoid misappropriation of funds.

*Marketing Director*: The marketing director is responsible for marketing the club in all forms, whether it be through local media, the school newspaper, or any form of social media. The marketing director must regularly update and remain active on all forms of social media that the organization possesses and is also responsible for obtaining the necessary media in order to create posts. Additionally, the marketing director should make an effort to help recruit members, although the responsibility of recruitment falls on all members of the club, regardless of their status.

*Advisor*: The advisor of the organization will not be required to attend any meetings or fundraising events that the club holds; however, they must attend any events deemed mandatory by the university as well as complete university required training.

**Article V – Selection of Organization Leadership**

Applications for executive membership positions will start in the spring semester of each calendar year. Any interested members will submit an application to the current president, who will then forward the application to the Spread the Love Projects headquarters. The executive board at the headquarters will anonymously review the applications, then return their decisions to the president, who will then announce the positions to the applicants. The deadline for these applications is the last Monday before spring break. If an executive member resigns or is expelled from the club, the President and Vice-President will both work together to cover the job of the missing individual, while an election occurs. An emergency election will consist of all members of the executive board voting on any applications that will be collected in a one-week period. A majority vote will yield the winner, who will serve as an executive officer until the next election season.

**Article VI – Meetings and events of the Organization**

All members of the organization will meet once every other week on Tuesday at 6:30PM. This meeting will be held in person or online, with adequate reminders and information given ahead of time to ensure all members access to information regarding the location and method of meeting. The executive board will meet on the week that the organization is not meeting, on Tuesday at 6:30PM as well, with the same mode of communication whether it be in-person or online. Attendance will be taken at every meeting to potentially be used regarding executive member applications; however, there is no attendance requirement for members. There is also no attendance requirement for any events the organization holds.

**Article VII – Attendees of Events of the Organization**

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 VIII – Method of Amending Constitution**

Amendments will be allowed and the method of which they are decided upon are as follows. A member of the executive board or a member will bring up an amendment they deem appropriate to add to the constitution and the remaining executive members will vote on the amendment. If there is a majority vote, then the amendment will be added to the constitution.

**Article IX – Method of Dissolving the Organization**

If at any point the current president of Spread the Love Projects does not want to be affiliated to our organization for any reason, the organization must cease all actions immediately as well as unregister from the student organization registry. The organization will be expected to transfer all remaining funds to Spread the Love Projects and will not resume any form of operations unless given explicit approval from the president of Spread the Love Projects in writing.