

# **THE ETHIOPIAN STUDENT ORGANIZATION CONSTITUTION**

# **ARTICLE I - ORGANIZATION**

## **SECTION I - NAME**

The name of the organization shall be The Ethiopian Student Organization (ESO).

## **SECTION II - PURPOSE**

The purpose of the Ethiopian Student Organization is to provide a space where students of Ethiopian descent - and those interested in the cultures of the country- can come together in hopes of meeting their academic, cultural, and social needs. ESO shall also help promote and maintain cultural awareness of Ethiopia in the OSU campus community as well as serve as a liaison between the university and the Ethiopian communities of Columbus, Ohio. ESO does not accept political or religious interference, no exceptions.

The Ohio State University is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.

## **ARTICLE IX- Non-Discrimination Policy**

Statement of nondiscrimination prohibiting discrimination 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 basis under the law, in its activities, programs, admission, and employment.

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# **ARTICLE II – QUALIFICATIONS**

## **SECTION I - MEMBERSHIP**

1. All students attending The Ohio State University and community members, who prescribe to the purpose of the Ethiopian Student Organization as stated in the preamble, shall be eligible to become a member of this organization.
2. Membership shall be open to all students irrespective of race, creed, color, religion, sexual orientation, or national origin.
3. We shall adopt criteria which will serve as minimum membership requirements for all members and prospective members of ESO. The criteria for students seeking membership shall include:
  - i. Attendance of 50% or more General Body Meetings/Larger Scale Events
4. Paid membership
  - ii. Enrollment as a student in the university or neighboring institution, at least part time. Others, such as faculty, staff, and alumni, are encouraged to become non voting associate members or honorary members.

- iii. Payment of membership dues annually as determined by the executive board.
  - iv. These membership requirements shall be verified by the Secretary and treasurer records as well as the rest of the executive board.
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## **ARTICLE III - OFFICERS AND DUTIES**

### **SECTION I - ELECTION OF OFFICERS**

- 1. Eligibility
    - 1. Must be active as determined by the Executive Committee by adherence to the membership requirement.
  - 2. Nominations and Elections
    - 1. Elections shall take place the first meeting after Spring Break, such that the newly elected board can make transition with the outgoing Executive Board
    - 2. Any eligible member fulfilling the membership requirement may be nominated or nominate themselves for a position two weeks before elections
    - 3. Nominations for the presidency or vice presidency must have served a minimum of one year on the ESO executive board
  - 3. Voting
    - 1. All active executive board members who have met the membership requirements outlined in Article II, Section I are eligible to vote. If a member is unable to attend the meeting, they may submit their vote via email or deliver it to an executive member by midnight prior to the meeting.
    - 2. After all candidates for a position have spoken, voting will take place.
    - 3. An officer shall be elected by a majority vote of the general body members present.
- i. In the event of a tie, the advisor shall cast the deciding vote.

### **SECTION II – ELECTED OFFICERS**

The officers of this organization and their duties shall be the following respectively.

#### **President**

- 1. Shall preside over all general meetings of the Ethiopian Student Organization.
- 2. Shall schedule all meetings.
- 3. Shall be responsible for implementing all decisions of the Council.
- 4. Shall initialize all solicitation letters.
- 5. Shall appoint all committee chairpersons with the approval of the Executive Committee.
- 6. Shall recommend replacements of officers and chairpersons for approval by the Executive Board.
- 7. Shall oversee all Programming, Communication, Finance, and Membership aspects
- 8. Shall communicate with counterparts at other schools in the region.

9. Work with the treasurer on budgeting.
10. Coordinate with the executive board on the vision for the event.
11. Head of the execution team on the day of the event.

### **Vice President**

1. Perform all duties of the President in his/her absence, or at the request of that officer.
2. If the office of President should fall vacant, the Vice President shall assume the office of President.
3. Shall oversee overall Programming.
4. Shall communicate with counterparts at other schools in the region.
5. Shall oversee philanthropy groups.

### **Treasurer**

1. Shall maintain all finances of the organization, according to University policy.
2. Shall keep an accurate record of the organization's financial status at all times.
3. Shall maintain a current balance report, monthly report, and annual report of receipts and disbursements to the Executive Committee
4. Shall oversee all financing.
5. Shall communicate with counterparts at other schools in the region.
6. In the absence of the president and the vice-president shall preside over the meetings of the Council.

### **Secretary**

1. Shall keep a record of all General Body minutes and attendance.
2. Shall keep a record of all Executive Board minutes and attendance.
3. Responsible for releasing our monthly newsletter (Upcoming events, event recaps, Additional Ethiopian facts/holidays, member of the month, etc)
4. In charge of all emails and communication via Gmail
5. Responsible for consistent note taking during Executive Board meetings.
6. Shall oversee outreach and communication of members of ESO
7. Shall communicate with counterparts at other schools in the region.
8. Reach out and communicate with people associated with the event, such as performers, speakers, etc.

### **Marketing Chair**

1. Shall communicate with schools in the region as well as companies and individuals to establish relationships.
2. Advertise all meeting and events through social media
3. Shall design marketing events and activities, as well as socials for members
4. Shall manage ESO website, Facebook page, Twitter page, IG, checking and sharing updates
5. Responsible for creating content and managing the ESO TikTok.

### **Event Coordinator Chair**

1. Shall create and coordinate organizations events
2. Responsible for booking and reserving all event spaces
3. Shall collaborate with other organizations in creating collab events
4. Shall collaborate with executive board with any planning needs
5. Responsible for communication matters with university or third party planning agencies
6. Shall plan and organize all catering matters
7. Manage logistics for our big events throughout the year (i.e. Buna Night, Eastgiving, Peace in the East, and Raised on Injera, etc)

### **Creative Director Chairs**

1. Shall collaborate with other executive board members in the creative needs of the organization especially pertaining to the ESO TikTok
2. Shall collaborate with the Marketing Chair is properly marketing events and other marketing needs
3. Shall collaborate with Event Coordinator in creating and coordinating events and other event needs
4. Responsible for managing logistics, planning, and organizational matters of Raised on Injera.
5. Responsible for managing and planning all choreography for ESO performances

## **SECTION III - IMPEACHMENT OF ELECTED OFFICERS**

A complaint made about an officer must be stated at an executive board meeting. If the officer has conducted themselves in a manner that violates the university's policies and/or the organization's constitution then the officer may be removed from their position on the executive board. The removal is determined by a vote held by the remaining executive board officers and must be a 2/3 vote in favor of removal of the officer. After a vote is held, the advisor must also approve of the removal of the officer for the decision to be final. The decision of the removal shall be communicated to the removed officer in a meeting with both the president and advisor of the organization. If the removed officer decides to appeal the decision and wishes to be reinstated their executive position, the officer can plead their case to the remaining executive board officers. After meeting with the executive board officers, a vote will be held. For the removed officer to be reinstated, a 2/3 vote in favor of reinstatement by the remaining executive board officers and approval of the advisor must be had.

## **SECTION IV – SUCCESSION OF OFFICERS**

1. President - if the President should leave office for any reason, the Vice-President will assume the position with all its responsibilities.
  2. Vice-President, Treasurer, Secretary, Event Coordinator, Marketing Chair, and Creative Director(s) - If the stated officers should have to leave office for any reason, the President will temporarily appoint someone to these positions within one week of the resignation of the officer.
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1. An election will be held immediately to elect another officer according to the constitution.
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## **ARTICLE IV – EXECUTIVE COMMITTEE**

The affairs of this organization shall be managed by an Executive Committee. Members of this committee will be the President, Vice - President, Treasurer, Secretary, Event Coordinator, Marketing Chair and Creative Director Chair (s).

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## **ARTICLE V - MEETINGS**

### **SECTION I – MEETING TIMES**

At least two regular meetings must be held per month as scheduled by the Executive Committee.

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## **ARTICLE VI – ACTIVITIES**

1. Programs
    1. Shall be responsible for planning and implementing at least one social activity, one community service and one fundraising event every semester
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## **ARTICLE VII - FACULTY ADVISOR**

The Advisors of this organization and their duties shall follow respectively.

1. Attend one general body meeting per semester
2. Meet with the Executive Committee once a semester and provide semi annual evaluations of the Executive Committee.

## **Article VIII – Selecting and/or Removing Members**

### **Selection**

All executive positions shall be nominated and elected by leaving and/or current executive board members. However, if no one is elected or nominated for a position then the elected executive board may elect a member to fill the position after the election day.

### **Accountability System**

An executive member will receive a strike if he/she doesn't conduct their dutiful responsibilities according to their role and/or does not conduct themselves in a respectful manner towards other fellow members and officers.

### **Watch-list**

A member will be placed under watch-list after receiving  $\frac{2}{3}$  strikes. Any member that is on this list will have to meet with the President, Vice-President, and Advisor to discuss the reason why they were placed under watch-list within the week of the complaint. If the executive team finds the member guilty of going against the constitution then he/she will be placed under prohibition effective immediately.

### **Prohibition**

Prohibition will limit a member from taking any leadership role and the member has to be supervised by one of the executive team members at all times. A prohibition period can last up to and not limited to a quarter/semester.

### **Removal**

If the member continues to conduct themselves in a manner that violates their prohibition, the constitution and/or university policies then the member will be removed from the organization. The removal is determined by a vote held by the executive board officers and must be a  $\frac{2}{3}$  vote in favor of removal of the member. After a vote is held, the advisor must also approve of the removal of the member for the decision to be final. The decision of removal shall be communicated to the removed member in a meeting with both the president and advisor of the organization. If the removed member decides to appeal the decision and wishes to be reinstated with membership, the member can plead their case to the executive board officers. After meeting with the executive board officers, a vote will be held. For the removed member to be reinstated, a  $\frac{2}{3}$  vote in favor of reinstatement by the executive board officers and approval of the advisor must be had.

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## **ARTICLE IX - AMENDMENT**

The constitution may be amended at any executive meeting of the organization by  $\frac{2}{3}$  vote, provided that the amendment has been submitted at the previous regular meeting.

## **ARTICLE X – METHOD OF DISSOLUTION OF ORGANIZATION**

Any remaining funds in the account at the time of dissolution will be donated to the organizations' designated philanthropy of the year, unless those funds were specifically allocated for a particular purpose in which case, they will be returned to the original contributor.