

# **Project LaLa Student Organization Constitution**

## **The Ohio State University**

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### **Article I – Name**

The name of this organization shall be *Project LaLa*.

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### **Article II – Purpose**

Project LaLa is a student-led initiative dedicated to bringing hope and healing into forgotten spaces. We support transplant patients and others navigating healing journeys with a compassionate community and holistic support services as they navigate their journey with resilience and hope. Unapologetically Christian in our values, we set out to remind patients how deeply loved they are.

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### **Article III – Membership**

#### **Section 1: Eligibility**

Membership is open to all currently enrolled students at The Ohio State University who support the mission and purpose of Project LaLa.

#### **Section 2: Membership Status**

Active members are defined as students who attend at least one meeting or event per academic semester and contribute to card creation, event support, or outreach efforts.

#### **Section 3: Removal of Members**

Members who engage in behavior that is disruptive, discriminatory, or inconsistent with the mission and values of Project LaLa may be subject to removal after a review by the Executive Board. A two-thirds majority vote by the Board is required for removal. The member must be given the opportunity to respond before any decision is finalized.

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## **Article IV – Officer Positions and Duties**

### **Section 1: Officer Titles**

1. **President** – Oversees all operations, chairs meetings, sets the vision and direction, and represents the organization externally.
2. **Executive Vice President** – Supports the President, leads in their absence, and oversees internal affairs and team cohesion.
3. **Vice President of Finance (Treasurer)** – Manages the organization’s finances, oversees budgets, tracks spending, and coordinates with the university for funding and reimbursements.
4. **Vice President of Operations** – Maintains records, ensures compliance with university and legal standards, and oversees logistics.
5. **Vice President of Hospital Outreach** – Builds and maintains relationships with hospitals, coordinates card delivery, and ensures alignment with healthcare protocols.
6. **Vice President of Marketing** – Manages social media, branding, and content strategy to promote awareness and engagement across campus.
7. **Vice President of Events** – Plans events, supports card-making sessions, and collaborates with marketing for outreach and visibility.

### **Section 2: Officer Responsibilities**

All officers are expected to attend executive meetings, participate in events, and uphold the mission of Project LaLa. Officers should serve as role models in professionalism, inclusion, and service.

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## **Article V – Officer Selection and Removal**

### **Section 1: Elections**

- Officer elections shall be held in March each year.
- Candidates must submit a short written application and deliver a brief speech to voting members.
- Officers shall be elected by a majority vote of active members present.
- All elected officers serve one-year terms beginning in April.

## **Section 2: Midterm Vacancies**

If a position becomes vacant, the Executive Board may appoint an interim officer until a special election can be held.

## **Section 3: Officer Removal**

Officers may be removed for neglect of duties, misconduct, or actions inconsistent with Project LaLa's values. A removal process will involve:

- A formal written complaint submitted to the Executive Board.
- A review meeting with the officer in question.
- A two-thirds vote by the remaining Board members to approve removal.

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## **Article VI – Non-Discrimination Clause**

This organization 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.

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## **Article VII – Amendments**

Proposed amendments to this Constitution must be submitted in writing to the Executive Board. The Executive Board shall review and vote on the proposed amendment. A two-thirds majority vote of the Executive Board is required for adoption.

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## **Article VIII – Dissolution**

In the event that Project LaLa ceases to operate as a student organization, the organization may be dissolved by a unanimous vote of the Executive Board. Prior to dissolution, all outstanding debts must be resolved, and any remaining assets shall be donated to a nonprofit organization aligned with Project LaLa's mission, as agreed upon by the Board. The student organization must also notify the Ohio State Student Activities office of its dissolution and complete any required offboarding procedures.

# **Project LaLa Bylaws**

*In accordance with the Constitution of Project LaLa at The Ohio State University*

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## **Article I – Meetings**

### **Section 1: General Body Meetings**

- General meetings shall occur at least once per month during the academic year.
- The President or Executive Vice President shall provide an agenda prior to each meeting.

### **Section 2: Executive Board Meetings**

- The Executive Board shall meet biweekly or as needed to discuss strategy, upcoming events, and internal matters.
  - These meetings may be held in person or virtually.
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## **Article II – Voting Procedures**

### **Section 1: Voting Eligibility**

- Only active members may vote on organizational decisions, including elections and amendments.

### **Section 2: Decision-Making**

- A simple majority is required to pass regular motions.
  - Officer elections and constitutional amendments require a two-thirds vote.
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## **Article III – Finances**

### **Section 1: Funding**

- The organization may receive funding from the university, fundraisers, donations, grants, or the national Project LaLa, Inc. organization.
- All funds must be used in accordance with the organization's mission and university policies.

## **Section 2: Spending Authority**

- All expenditures over \$100 must be approved by the President and at least one other Executive Board member.
  - Reimbursement requests must be submitted with a receipt and a description of the purpose.
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## **Article IV – Advisor**

### **Section 1: Faculty/Staff Advisor**

- The organization shall maintain a faculty or staff advisor as required by The Ohio State University.
- The advisor serves as a mentor, resource, and point of contact between the university and the organization.

### **Section 2: Advisor Responsibilities**

- Attend at least one meeting or event per academic year.
  - Provide guidance on university policy, leadership development, and program planning.
  - Approve annual registration and act as a signatory on required documents.
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## **Article V – Amendments to Bylaws**

### **Section 1: Proposal and Approval**

Amendments to these Bylaws may be proposed by any officer. The Executive Board will review the proposed changes and vote. A two-thirds majority vote of the Board is required for the amendment to take effect.