***Dermatology Interest Group***

***Article I: Name, Purpose, and Non-Discrimination Policy***

*Section 1.1 – Name:*

*The name of this organization shall be Dermatology Interest Group (DIG)*

*Section 1.2 – Purpose:*

*Dermatology Interest Group is an organization that* allows medical students to further understand the field of dermatology through connecting with dermatology faculty, providing volunteer opportunities, and catalyzing research connections.

*Section 1.3 – Mission:*

*Our mission is to* Creating platforms and environments to allow students to reach their full potential in exploring dermatological interests, expressing ideas, and expanding their medical education. Through inclusive events and *programming, we aspire to connect medical students with research, mentorship, and community* *engagement opportunities to create a robust network of virtuous leaders that uplift one another.*

*Section 1.4 – Non-Discrimination Policy:*

*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.*

***Article II – Membership***

*Section 2.1 - Eligibility and Voting Rights*

*OSUCOM Dermatology Interest Group membership is open to all. In order to be*

*eligible for membership, an individual must be a student matriculating at The Ohio State University College of Medicine or a physician located in the Central Ohio Area. Students who are interested in joining the group should email the president or treasurer to be added to the email list. There is no application required to join.*

*Section 2.2 - Voting Rights*

*Each Member shall be entitled to one (1) vote on items submitted to the Membership at its meetings.Voting membership is limited to currently enrolled Ohio State students. Others such as faculty, alumni, professionals, etc. are encouraged to become members but as non-voting associates or honorary members.*

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

*Section 3.1 - Removal of Members and Executive Officers*

*3.1.a If at any time a general body 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/temporarily suspended through a majority vote of the executive officers in consultation with the organization’s advisor.*

*3.1.b If an Executive Board officer 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 officer may be removed/temporarily suspended with a two-thirds majority vote of the other Executive Board members in consultation with the organization’s advisor.*

*3.1.c 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.*

*3.1.d 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 will consult Ohio State’s Student Organization Services to plan a proper removal. Details of the situation will remain confidential.*

***Article IV - Organization Leadership***

*Section 4.1 - Make-up and Roles of the Executive Board*

*4.1.a President (Primary Leader) - The president must act as the figurehead of the organization.*

*Responsibilities include, but are not limited to: general oversight of the organization and acting as a liaison between Dermatology Interest Group at OSUCOM, the general Columbus*

*community, and the national DIG Chapter. The President will also organize meetings, ensure all*

*other officers complete tasks on time, and communicate with the faculty advisor. The President will serve for one academic year and will be eligible for re-election at the next voting time. The President will be voted on by current members of the executive board on an application basis.*

*4.1.b Vice President (Secondary Leader) - The Vice President of Administration oversees the Treasurer, Research Coordinator(s), Outreach Coordinator(s), Event Coordinator(s), and Secretary, as well as serving as second in command to the president. The Vice President will serve for one academic year and will be eligible for re-election at the next voting time. The Vice President will be voted on by current members of the executive board based on an application basis.*

*4.1.c Treasurer – The treasurer will apply for all Ohio State University provided funds as needed for the student organization, as well as manage funds raised through events. They will also be in charge of assuring that the club does not exceed the annual allotted budget, and will handle event expenses. The Treasurer will serve for one academic year and will be eligible for re-election at the next voting time. The Treasurer will be voted on by current members of the executive board on an application basis.*

*4.1.d Research Coordinator(s) – The research coordinators will be in charge of planning journal clubs, with duties including but not limited to journal selection, topic preparation, scheduling, and organization of other details regarding the journal club event as needed. They will also be responsible for consolidation research opportunities in the realm of dermatology. There may be*

*anywhere from 1-3 research planners. The Research Coordinator(s) will serve for one academic year and will be eligible for re-election at the next voting time. The Research Coordinator(s) will be voted on by current members of the executive board based on the applications that are received.*

*4.1.e Mentorship Coordinator(s) - In charge of recruitment of members and mentors, as well as advertising all events and fundraisers. The outreach coordinator(s) is the main advertising source of the club and will create mentor-mentee relations. The Mentorship Coordinator(s) will serve for one academic year and will be eligible for re-election at the next voting time. The Mentorship Coordinator(s) will be voted on by current members of the executive board based on the applications that are received.*

*4.1.f Advisor - The advisor will oversee the function of the organization through direct consultation with the Executive Board. The advisor will act as a liaison between the organization and Ohio State and will fit other roles as needed. The advisor will serve a two-year term, at which point the advisor will be eligible to continue on for an additional term or step down.*

*Section 4.2 Authorized Financial Agents for the Executive Board*

*The President, Vice President, and Treasurer are the only board members authorized to conduct banking business on behalf of the Organization.*

*Section 4.3 Length of Terms for Elected Officers*

*Each elected officer will have a one-year term. A second-year term may be held if legally nominated by the General Body and a majority vote is obtained at the election meeting. A member shall not serve more than two (2) terms in the same position unless the Executive position would otherwise go unfilled.*

*Section 4.4 Decisions by the Executive Board*

*For all actions, at least half plus one of the Executive Board members must vote affirmatively to approve any actions.*

***Article V - Election / Selection of Organization Leadership***

*Section 5.1 The new executive board will be voted on by all of the current executive board members. Interested candidates will go through an application process. Each board member will serve one academic year and will be eligible for re-election at the next voting time.*

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

*Section 6.1. The executive board for DIG will consist of the president, the vice president,, the treasurer, the research coordinator(s), and the mentorship coordinator(s).*

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

*Section 7.1. The advisor must be a full-time member 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 must be chosen who is a member of these University classifications. The advisor must be able to oversee and consult the executive board, adhere to University-outlined responsibilities, and have an interest in the organization’s purpose.*

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

*Section 8.1. Attendance at one general meeting and at least one hosted event is required for*

*membership each academic term, not including the summer. Attendance shall be recorded by the Secretary to ensure all members maintain membership status.*

*Section 8.2. Executive Board members are expected to attend every Executive Board meeting and all hosted events. Excused absences are permitted, should circumstances arise that bar the executive board member from attending.*

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

*Section 9.1. All members, students, and non-students are welcome to participate in public fundraisers and awareness events conducted by the DIG.*

*Section 9.2. If any member, student or non-student, behaves in ways that are disruptive or do not align with this organization’s constitution, the Code of Student Conduct, university policy, or federal, state, or local law, he or she will be removed from the event and sanctioned at the discretion of the executive board committee and the Ohio State University. 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 X – Method of Amending Constitution: Proposals, notice, and voting requirements***

*Section 10.1. 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 three-quarter majority of the entire voting membership of the organization, present or not.*

***Article XI – Method of Dissolution of Organization***

*Section 11.1. Upon the dissolution of the organization, should that be deemed necessary, all available monetary assets excluding University funding will be immediately transferred to OSUCOM. The organization’s bank account will be closed and any possible debts will be resolved through OSUCOM.*

*Section 11.2. Upon the official dissolution of the organization, Student Activities staff will be contacted to remove organization information from the website.*