

Biomedical Sciences Graduate Program – Communication & Relations Organization (BSGP-CRO)

Constitution

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

Section 1 - Name:

Biomedical Sciences Graduate Program – Communication & Relations Organization at The Ohio State University (further referred to as BSGP-CRO or informally as BSGP student congress)

Section 2 - Purpose:

The main goal of the BSGP-CRO is to provide support to all students enrolled in the Biomedical Sciences Graduate Program (BSGP) at The Ohio State University, extending communication avenues, fostering the development of extended professional relationships, and providing opportunity for independent leadership roles, in collaboration with the BSGP program directors, to BSGP students after their first year of study. The BSGP-CRO will function as the primary communication vehicle between BSGP students and BSGP program directors, and will provide professional and social opportunities outside of the BSGP-CRO for its membership. The BSGP- CRO will act to advocate for the needs of BSGP students which may include, but are not limited to, issues pertaining to academic curriculum, cultural diversity and inclusivity, graduate student compensation and benefits, general and mental wellness, and any other needs that would benefit overall student success.

Section 3 - 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: Qualifications and New Member Processes

Section 1 – Qualifications:

Membership will be open to all students in the Biomedical Sciences Graduate Program (BSGP), and those who are members of the M.D./Ph.D. program associated with the BSGP (Medical Scientist Training Program [MSTP]), having completed their first year of study. Membership is voluntary. Members may choose not to be affiliated with the BSGP-CRO after each year of service. The BSGP-CRO will strive to include four [4] students representing each incoming cohort/year, excluding students in the first year of their training. Meetings between the BSGP- CRO and BSGP program directors are held at minimum on a monthly basis. Members are required to attend at least two meetings each quarter.

Section 2 – How to become a member:

Aspiring members will need to reach out to the President, Secretary, Mike Freitas, or Amber Robinson via email, in person, or whatever suitable measure available, to join BSGP-CRO. If the criteria in Article II Section 1 are met, the aspiring member will receive a form to complete including their name, primary form of contact, and year they began the program. They will then be added to the roster by the Secretary and considered a full member.

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

The organization leaders will be the President, Vice-President, and Treasurer. The leaders will be nominated; either by the organization body or by self-nomination, and a vote will be conducted to appoint the positions. All executive members must receive the majority of votes at the election meeting, held at the start of autumn semester. The terms of office are on a one-year basis. No term limits shall prohibit students seeking re-election to an organization leadership position. The President of the Biomedical Sciences Graduate Student Organization (BSGO) will be appointed an honorary position on the BSGP-CRO and is invited to all organization meetings.

President:

- Chair and conduct meetings of the main body and executive committee
- Represents the organization to the university
- Ensure that officers and Committee heads are fulfilling their job descriptions
- Ensure that the organization is abiding by rules and regulations of the university and of this Constitution
- Ensure that Office of Student Activities (OSA) forms and paperwork are completed and submitted by their specified deadlines
- Has the ability to make executive decisions in the event that an immediate decision is necessary, and no other executives can be reached. This power excludes all matters that require a vote of the general body or executive committee, such as amendments and dissolution of the organization, etc
- Is jointly responsible for, along with the Vice-President, working with the BSGO president to facilitate aid from BSGP-CRO members and senior BSGP students in recruitment weekends/events.

Vice-President/secondary leader:

- Aids the president at all general meetings and serves in the president's place when absent
- Oversee spending of finances
- Is jointly responsible for, along with the treasurer, the management of a checking account for organizational funds
- Is jointly responsible for, along with the President, working with the BSGO president to facilitate aid from BSGP-CRO members and senior BSGP students in recruitment weekends/events.

Treasurer:

- Has the responsibility of overseeing all organizational finances and expenditures

- Maintains the accounting in such a manner that he/she will not be personally made vulnerable by the mishandling of any other member
- Is jointly responsible for, along with the Vice-President, the management of a checking account for organizational funds
- Must give quarterly reports to the executive committee concerning the state of the finances
- Responsible for year-end audit as well as any other reports

Secretary:

- Is responsible for recording minutes at meetings and uploading minutes on a platform for members to view
- Facilitates official communications with members. Including but not limited to: informational emails, event details, outreach opportunities, general updates to BSGP policies, etc.
- Maintains a list of members and updating as new members join.

Article IV - Executive Committee: Size and composition of the Committee

The executive committee comprises the President, Vice-President, and Treasurer. The purpose of the executive committee will be to represent the organization as a whole in issues related to the well being of the student body. The executive committee will meet at least one week prior to a general meeting to discuss issues to be presented to the general body.

A presentation of the BSGP-CRO and the BSGP-CRO executive positions by the current executive board will be made the last Friday of the spring semester to the incoming class and all current BSGP members. Nominations for membership in the BSGP-CRO will be made to the current president, and are due the following Thursday at 5:00pm. Nominations for executive positions amongst BSGP-CRO members will be due the last Friday of the summer semester, and will be submitted by email to the current president. Voting for executive positions will be conducted during the first BSGP-CRO meeting of the fall semester.

Article V - Standing Committees: Names, purpose, and composition (Ad-Hoc committees)

There are no standing committees within this organization. Ad-hoc committees will be established on a need be basis to help plan and organize special events.

Article VI - Method of Selecting and/or Removing Officers and Members

The organization is open to all students that are active graduate students in the Biomedical Sciences Graduate Program (BSGP) which is part of The Ohio State University's Medical School. It is also open to students that are MD/PhD students and also accepted in the BSGP (Medical Scientist Training Program [MSTP]). Members may be removed from the BSGP-CRO if they are no longer enrolled in the BSGP, attend less than two BSGP-CRO meetings per quarter, or conducts behavior detrimental to the BSGP-CRO and does not represent the overall

views of the BSGP.

Organization leadership is selected by an election vote during the first meeting of the Fall Semester by members of the BSGP-CRO. Students can nominate themselves or others for positions. If multiple students are nominated for the same position then an election will be held. BSGP-CRO members will vote for which candidates should have which positions. Organization leadership can be removed from their position at any time by a majority vote of the BSGP-CRO members, including BSGP program leadership. Officers can also step down at any time if they have a replacement for the position that the BSGP-CRO members agree to elect into the position. Organization leadership can also be asked to step down by the faculty advisor.

If a BSGP-CRO member needs to be removed because of misconduct an election will be held amongst the organization leadership members of the club. Majority vote will decide if the member is to be removed from the organization. In the case of a tie then the faculty advisor will make the final decision. Once removed from the organization that person cannot rejoin. They can appeal this exiled status to the faculty advisor who will decide if this person is able to partake in organization events.

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

The advisor(s) for BSGP-CRO will be a director or instructor of the Biomedical Sciences Graduate Program or a director or instructor of the M.D./Ph.D. program. If the same person fulfills both positions, then there will only be one advisor.

Article VIII - Meetings of the Organization: Required meetings and their frequency

General meetings of the organization will be held at a minimum of one time per month including the summer semester. If an issue arises during an interim period, the executive committee may call additional meetings. Student-led meetings between the BSGP-CRO and the BSGP student body will be held once per semester.

Article IX - Method of Amending Constitution: Proposals, notice, and voting requirements

Section 1 - Submission of Proposals:

Any BSGP-CRO member may submit amendments. Proposed amendments must be in writing and submitted to the BSGP-CRO executive committee. The executive committee will meet to determine the details and language of the proposed amendment and vote on the final version to be presented. A majority vote of two out of three executive committee members approving the proposal is required to proceed to the process laid out in Article IX section 2.

Section 2 - Voting:

The Executive Committee will present the amendment proposal to the main body (BSGP-CRO members and the BSGP program directors) in writing (email is acceptable) and a voting date announced at least a week prior voting. Voting may take place at a BSGP-CRO meeting or via a suitable absentee method. A vote of at least two-thirds of the main body is required for the amendment to pass.

Article X - Method of Dissolution of Organization:

The executive committee has the authority to begin the disbanding of BSGP-CRO. Said motion must first pass the executive committee unanimously. If said vote is successful, the main body must also pass the motion by a three-fourths vote. If the group decides to dissolve, the executive committee is responsible to take care of all debts incurred by the group through the solicitation of donations and/or fundraising activities.

