**Dermatology US COP – Constitution**

1. Section I – General Overview
	1. Dermatology US COP
	2. Purpose: To foster collaboration, education, and innovation in the fields of dermatology and ultrasound so that learners of all levels may increase their understanding of the utility of ultrasound in dermatology.
	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.
	4. Sexual Misconduct Policy: As a student organization at the Ohio State University, Dermatology Ultrasound Community of Practice 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
2. Section II - Membership
	1. Non-members can become members by attending at least two meetings throughout the year and joining our list-serv.
	2. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committees are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.
	3. Non-student members, such as residents and faculty, are welcome but will be non-voting members of the organization.
3. Section 3 – Methods for Removing Members and Executive Officers
	1. If a 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 through a majority vote of the executive board in consultation with the organization’s advisor.
	2. 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. 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.
4. Section IV – Organization Leadership
	1. President: responsibilities include overseeing functioning of organization and actions and/or events coordinated by executive board, electing subsequent year of executive board members, acting as mediator of decisions and disagreements within the executive board and member groups.
	2. Vice President: responsibilities include faculty and resident outreach as well as organization and coordination of student events.
	3. Treasurer: creation of organization financial accounts as well as organization and application for grants and potential organization fundings.
	4. Ultrasound coordinator: responsibilities include researching technology companies and mediating communications between these companies and our advisors, in addition to organizing in person scanning events with this technology.
	5. Advisor: Oversee the events of the organization while offering advice and direction for executive board positions and members.
	6. Member: participate in organizational activities and provide feedback for group for the benefit of future events and group interactions.
5. Section V – Elections
	1. Each year elections will occur in April. The current executive board will create an application that will be sent to 1st – 3rd year medical students for all four positions. Only fourth year students will participate in selecting the next class of executive board members so that all applicants have a fair chance of election. Prior executive board members may be given higher consideration as long as they displayed substantial efforts in their prior year of executive board membership.
	2. Eligibility for office: medical student who is finishing their first, second or third year of medical school.
	3. Nominating process: decision making falls upon fourth year medical students who cannot reapply for positions with the executive board. Should the voting be split, the advisor may be consulted for resolution of this decision.
6. Article VI – Executive Committee
	1. Please refer to Section IV
	2. The Executive Committee should represent the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership.
7. Section VII – Advisor
	1. Advisors of student organizations must be full-time members 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.
	2. Advisors are responsible for overseeing the organization and specifically providing advice for the executive board and mediating decisions which cannot be agreed upon by acting executive board.
8. Section VIII – Meetings and Events of the Organization
	1. Two general meetings and attendance at all or 50% of events hosted may be required for membership each academic term except for summer.
9. Section IX – Attendees of Events
	1. 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.
	2. Such attendee or member can be asked by any one of the executive members to dismiss themselves from the event.
10. Section X – Method of Amending Constitution
	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 two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.
11. Section XI – Method of Dissolution of Organization
	1. Should the Dermatology Ultrasound Community of Practice need to be dissolved, this process should be undertaken by the current president with the help of his/her executive board and advisor(s).
	2. Any means or debts should be discussed with Ohio State University College of Medicine and resolved prior to dissolution.
	3. Upon official dissolution of the organization, Student Activities staff must be contacted to remove organization information from the website.