# **Constitution**

# **of the**

# **Student Veterans Association**

# **at The Ohio State University**

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**PREAMBLE**

The purpose of The Student Veterans Association at The Ohio State University is to create a supportive community for student veterans, promoting academic success, professional development, and personal growth. We strive to foster connections among veterans, the university, and the wider community while advocating for veteran-related issues.

**ARTICLE 1**

**NAME; PURPOSE; NON-DISCRIMINATION**

**1.1: Name****.** The organization shall be known as The Student Veterans Association at The Ohio State University (SVAOSU). SVAOSU is affiliated with the Student Veterans of America®.

**1.2: Purpose****.** The purpose of SVAOSU is to:

* Support student veterans and their families.
* Promote awareness of veteran-related issues.
* Provide networking, academic, and professional development opportunities.

**1.3: Non-Discrimination Policy****.** SVAOSU 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.

As a student organization at The Ohio State University, OSUSVA 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 at <https://hr.osu.edu/public/documents/policy/policy115.pdf>.

**1.4: Non-Profit Standing****.** This organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

No part of the net earnings of the organization shall insure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in in the preceding paragraph.

No substantial part of the activities of the organization shall be the carrying on of propaganda or attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Any other provision of these articles to the contrary notwithstanding, the organization shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code or the corresponding section of any future federal tax code.

**ARTICLE 2**

**MEMBERSHIP; MEETINGS; QUORUM**

**2.1: Eligibility for Membership****.** Membership is open to all students, staff, faculty, and alumni of The Ohio State University who are service members, veterans, or military-connected as defined in The Ohio State University policy on “Valuing Our Military-Connected Students” issued November 10, 2014, as later revised or amended.

**2.1.1: Voting Membership****.** Voting membership is open to membership-eligible students, whether undergraduate, graduate, or professional, who are enrolled not less than half-time as defined by The Ohio State University.

**2.1.2: Non-Voting Membership****.** Non-voting membership is open to membership-eligible faculty, staff, and alumni who support SVAOSU’s mission and regardless of whether they qualify for military-related federal or state education benefits.

**2.2: Active Membership****.** Persons eligible for membership may join SVAOSU by submitting their name, major, university affiliation (*e.g.,* undergraduate, graduate, staff, faculty, alumni), basis of membership (*e.g.,* service member, veteran, ROTC cadet/midshipman, family member), and expected graduation (*e.g.,* term and year) to [***sva@osu.edu***](mailto:SVA@OSU.EDU) on such form and in such reasonable manner as the operations and logistics secretary may designate.

**2.2.1: Continued Active Status****.** Active members are required to resubmit the information listed in section 2.2 no later than September 1 each year. Those who fail to do so will be dropped from the roster but may re-apply if otherwise eligible.

**2.2.2: Expulsion.** Any member who engages in behavior that is detrimental to organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law (other than minor misdemeanors), the member may be expelled by majority vote of the officers after consultation with the faculty advisor. Expulsion of a member who is an officer creates a vacancy in the office upon expulsion.

**2.2.3: Suspension Pending Investigation.** If the reason for member removal is protected by the Family Educational Rights and Privacy Act or cannot otherwise be shared with members (e.g., while an investigation is pending), the executive committee may, after consultation with the faculty advisor, vote to suspend the member until a date certain but not more than one year.

**2.3: Dues****.** There are no dues. Fees may be assessed for special events on a case-by-case basis.

**2.4 Meetings****.** Meetings, and the requirements of a quorum for the conduct of business, shall be as provided in the by-laws.

**ARTICLE 3**

**ORGANIZATION LEADERSHIP**

**3.1: Officers****.** There shall be a president, vice president, operations and logistics secretary, media and networking secretary, and treasurer, each of whom shall serve for a term specified in section 3.3 unless sooner recalled, provided however that the term of an officer who resigns shall expire on the date such resignation is submitted in writing to the faculty advisor and the president, vice president, operations and logistics secretary. The officers so elected shall, during their term in office, be the managers of the organization for the purposes of Ohio Revised Code §1745.32.

**3.1.1: Qualifications****.** Voting members who meet the following qualifications are eligible to run for office:

1. The member has completed one (1) semester of active participation within the organization unless a waiver of this section is granted by a unanimous vote of the then-sitting officers.
2. The member certifies that the member is available to attend the annual Student Veterans of America national conference (NATCON) at the end of the officer’s term unless a waiver of this section is granted by a majority vote of the then-sitting officers. All officers are highly encouraged to attend NATCON at the beginning of their term as well.
3. For the offices of president, vice president, and treasurer, the member must certify that they will be a voting member for the entire term of office.

**3.1.2: Officer Roles.** Responsibilities of the appointed officers are as follows:

1. The President shall:
   1. Establish and uphold the mission and vision of the organization.
   2. Provide leadership and supervision to all officers to ensure alignment with the organization’s objectives.
   3. Maintain the official turnover binder and ensure continuity of leadership.
   4. Convene and preside over officer meetings and special sessions as necessary.
2. The Vice President shall:
   1. Fulfill the duties of other officers in their absence or as delegated.
   2. Coordinate and schedule officer and general body meetings.
   3. Oversee daily organizational operations and project implementation.
   4. Serve as the primary liaison for all internal committees.
3. The Treasurer shall:
   1. Act as the official liaison for all organizational financial matters.
   2. Develop and implement a financial strategy in alignment with organizational goals.
   3. Lead fundraising initiatives and seek additional sources of funding.
   4. Maintain accurate and up-to-date financial records, including budget documents and banking materials, in the Treasurer’s turnover binder.
4. The Operations and Logistics Secretary shall:
   1. Maintain accurate records of organization membership.
   2. Serve as the official record-keeper, including documenting and distributing meeting minutes.
   3. Oversee logistical planning for organizational programs, initiatives, and events.
   4. Manage internal resources including equipment, supplies, and personnel assignments.
5. The Media and Networking Secretary shall:
   1. Manage and maintain all official organizational social media platforms.
   2. Act as the primary point of contact with other student organizations and university-affiliated entities.
   3. Maintain a directory of affiliates, partners, and stakeholders associated with the organization.
   4. Coordinate external communications and public relations efforts.

**3.2: Nominations and Elections**

**3.2.1: Nominations**

1. Any member, voting or nonvoting, may nominate an eligible person, including the person making the nomination.
2. Nominations will begin on the first day of scheduled classes after autumn break and will remain open until November 30.
3. Nominations will be accepted when sent via Buckeyemail to [***sva@osu.edu***](mailto:SVA@OSU.EDU) with “[Nomination]” (without quotes) in the subject line.
4. Nominations shall include the name, major, expected graduation (*e.g.,* term and year), student status (undergraduate, graduate, or professional) and basis of membership (*e.g.,* service member, veteran, ROTC cadet/midshipman, family member). If the member is self-nominating, the member must make the certifications required by sections 3.1.1(B) and (C). If the member is not self-nominating, the operations and logistics secretary shall contact the nominee and request the certifications required by sections 3.1.1(B) and (C). It is the responsibility of the nominee to request and obtain any waivers of the said certifications.
5. Qualified nominees may submit a campaign speech to the media and networking secretary to be shared with the general membership.

**3.2.2: Voting Process**

1. Elections will be conducted via an electronic vote capturing system approved by the then-sitting officers. Ballots shall be issued to all voting members who are currently on the roster.
2. Elections will open at 12:01 a.m. December 1 and close at midnight on the first Sunday of December, or December 5, whichever is later.
3. Elections will be determined by a simple majority of all votes cast. Ties will be resolved by vote of the then-sitting officers. A tie of the vote of the then-sitting officers will be resolved by the faculty advisor.
4. Results of elections will be announced to officers elected as soon as votes are tallied, but no later than December 10.
5. Results of elections will be announced to the general membership during the annual Student Veterans of America NATCON.

**3.3: Term****.** Officers serve a one-year term beginning and ending on the first day of the spring semester.

**3.4: Special Elections and Vacancies****.** In the event of a vacancy of any elected office, whether by resignation, recall, or any other reason, a special election will be held to fill the vacancy.

**3.4.1: Special Election Nominations****.** Nominations will open the day a vacancy is officially announced, remain open for a period of three (3) calendar days, and proceed under the same process as described in section 3.2.1.

**3.4.2: Special Election Voting Process**

1. Elections will be conducted via the procedure described in section 3.2.2.A.
2. Elections will open six (6) calendar days after nominations are closed and will run for a period of three (3) calendar days.
3. Elections will be determined by a simple majority of all votes cast. Ties will be resolved by vote of the then-sitting officers. A tie of the vote of the then-sitting officers will be resolved by the faculty advisor.
4. Election results will be announced to the general membership as soon as votes are tallied, but no later than twenty-four (24) hours after the conclusion of the voting period.

**3.5: Officer Recall Process****.** Any elected officer may be removed from his or her position for cause. Cause includes, without limitation, nonfeasance, misfeasance, malfeasance, any behavior that is detrimental to organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law (other than minor misdemeanors). The executive committee may remove an officer for cause upon two-thirds affirmative vote of the committee after consultation with the organization’s advisor.

Officers may also be recalled by a two-thirds majority of all votes cast.

**3.5.1: Initiation of Officer Recall**

1. A request for officer recall must be submitted electronically to [***sva@osu.edu***](mailto:SVA@OSU.EDU) by no less than five (5) voting members.
2. Once a request is received, the operations and logistics secretary shall notify all voting members, the officer(s) in question, and the faculty advisor electronically and post a copy of such notice in the veteran’s lounge. This notice will be posted for no less than fourteen (14) calendar days.
3. During the fourteen (14) day period, the then-sitting officers, excluding the officer in question, will conduct an investigation.
4. At the next general meeting following the fourteen (14) day period, the request will be read, followed by the report of the investigating officers, after which the officer(s) in question may also respond. Failure of an officer in question to attend the meeting constitutes a waiver of the right to respond unless the said officer has submitted a response in writing prior to the meeting.
5. At the conclusion of the meeting, voting shall be conducted by an electronic vote capturing system approved by the then-sitting officers. Ballots shall be issued to all voting members who are currently on the roster. This period will last from 5:00 p.m. on the day of the meeting (or the conclusion thereof, if later) and close at midnight on the third full day following the meeting. Two-thirds majority of all votes cast will remove the officer.
6. Results will be announced to the general membership as soon as votes are tallied, but no later than twenty-four (24) hours after the conclusion of the voting period.
7. Should the vote be in favor of recall, recall will be effective upon announcement of results.

**3.5.2: Replacement of Recalled Officer****.** Should an officer be recalled, a special election shall take place in accordance with section 3.4.

**3.6 Executive Committee.** There shall be an executive committee consisting of the president, vice president, operations and logistics secretary, media and networking secretary, and treasurer. The committee shall represent the general membership, conduct business of the organization between general meetings of the membership, and reports its actions at the next general meeting of the members. Any tie in a vote taken by the executive committee shall be decided by the faculty advisor.

**ARTICLE 4**

**CABINET AND LIAISON CHAIRS**

**4.1: Selection of Chairs****.** The president may appoint cabinet and liaison positions as the president deems necessary or useful to the organization, and such appointees shall serve at the pleasure of the president.

**4.2: Term of Office for Chairs****.** Cabinet and liaison terms commence on appointment and expire on conclusion of the president’s term.

**ARTICLE 5**

**FACULTY ADVISOR**

**5.1: Qualifications****.** The faculty advisor must be a full-time faculty or staff member of The Ohio State University and service member, veteran, or military-connected as defined in section 2.1.

**5.2: Duties and Expectations**

1. Provide guidance to the leadership team.
2. Serve as a liaison between the organization and university administration.

**ARTICLE 6**

**AMENDMENTS AND RATIFICATION**

**6.1: Amendments**

1. Proposed amendments must be submitted in writing, by ten (10) voting members, to the then-sitting officers at a general meeting of the organization at which not less than ten (10) voting members are present.
2. Proposed amendments must be read to the membership prior to the conclusion of the general meeting unless distributed in writing to those present.
3. At conclusion of the general meeting, the operations and logistics secretary shall notify all voting members and the faculty advisor electronically and post a copy of such notice in the veteran’s lounge. This notice will be posted for no less than fourteen (14) calendar days.
4. There will be a holdover period of thirty (30) calendar days, starting at the conclusion of the general meeting at which the amendment(s) was/were proposed.
5. At the conclusion of the holdover period, a voting period will begin. The period will last for five (5) calendar days.
6. Voting will be conducted via an electronic vote capturing system approved by the then-sitting officers. Ballots shall be issued to all voting members who are currently on the roster.
7. A two-thirds majority of all votes cast shall adopt the amendment.
8. Results will be announced to the general membership as soon as votes are tallied, but no later than twenty-four (24) hours after the conclusion of the voting period.
9. Should the amendment be passed, the amendment will be effective upon announcement of results.

**6.2: Ratification****.** This constitution becomes effective upon approval by a two-thirds majority vote of all votes cast.

**ARTICLE 7**

**DISSOLUTION**

**7.1: Dissolution****.** The organization may be dissolved via the procedure described in Ohio Revised Code §§1745.50(C) and (D), except as provided below.

A. A motion to dissolve must be submitted in writing, by ten (10) voting members, to the then-sitting officers at a general meeting of the organization at which not less than ten (10) voting members are present.

B. Voting will be conducted via an electronic vote capturing system approved by the then-sitting officers. Ballots shall be issued to all voting members who are currently on the roster.

C. A two-thirds majority of all votes cast shall adopt the motion.

D. Results will be announced to the general membership as soon as votes are tallied, but no later than twenty-four (24) hours after conclusion of the voting period.

E. Should the motion be passed, dissolution will be effective upon announcement of result and the officers shall then proceed to wind up the affairs of the organization.