**Constitution**

Proposed changes to the constitution must be agreed upon as outlined in *Article IX*. Amendments shall not be changed in the same meeting in which they are proposed.

***Article l – Organization Name, Purpose, Non-Discriminatory Policy, and Sexual Misconduct Policy***

**1. Organization Name:** Humanism in Medicine

**2. Purpose:** Humanism in Medicine is a group of Pre-health undergraduates, aiming to fulfill our goal of sharpening patient-focused interpersonal and professional skills through events, speakers, and interactive experiences. Together, we can influence the pre-health community to build an appreciation for humanism.

**3. Non-Discriminatory Policy**:

This organization and its members shall not discriminate against any individual(s) for reasons of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, national origin, race, religion, sex, sexual orientation, or veteran status.

**4. Sexual Misconduct Policy:**

As a student organization at The Ohio State University, Humanism in Medicine 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>

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at [titleIX@osu.edu](mailto:titleIX@osu.edu) .

***Article II - Membership: Qualifications and categories of membership.***

General membership should be defined as currently enrolled or recent alumni of The Ohio State University. Non-student members, including, but not limited to faculty, alumni, professionals, etc. are encouraged to become members but only as non-voting associate or honorary members.

The process by which an individual can become a member is through a one-time payment of dues, which in turn, aids in funding activities and/or events that align with the organization’s purpose. Amount for dues may be subject to revision as determined by the executive committee and changes in organizational needs.

Any individual interested in becoming a member must also join the organization’s GroupMe using their OSU username (name.#) to receive up-to-date communication from the executive board.

Voting membership is limited to executive board, unless it is in the case of elections. In this case, the general member must have attended a minimum of three meetings to vote and five meetings to run for an executive position.

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

Organization leaders represent the Executive Committee and general membership. Upon application, organization leaders are elected/appointed from the ranks of the organization’s voting membership as outlined in *Article VI.*Changes in duties, if needed, will be first discussed between the leaders of the executive board and agreed upon through majority vote

The executive board and their duties are as follows:

* **President**: Communicates with executive board, advisors, professional students, professionals in the field, and in cases of collaboration with either external organizations or organizations affiliated with The Ohio State University, communicates with other organization leaders. Oversees functions of other executive leaders and provides additional support when needed. Assists in organizing meetings, activities, and events.
* **Vice President**: Fulfills duties of president when the president is unable to fulfill duties. Carries out other executive functions as needed. Assists in running meetings along with the President.
* **Treasurer**: Compiles spreadsheets to monitor organization spending and costs. Reviews costs of planned activities/events and after review, plan a budget. The budget will be communicated with the other executive leaders and adjustments may be made. Monitors funding and submits funding requests in accordance with The Ohio State University deadlines, standards, and policies.
* **Director of Membership**- Oversees all logistics of recruitment such as monitoring member attendance and ensuring all membership requirements are met by members. Responsible for disciplinary action of members as deemed appropriate and after further review by the other executive board leaders.
* **Director of Service**- Coordinates service-related events and along with the President, communicates with the communities and/or organizations the service event is being planned for. Director of service also collaborates with other student organizations on similar service initiatives and will report to the remaining executive board of any upcoming service opportunities.
* **Director of Outreach**: Seeks opportunities for Humanism in Medicine to collaborate and initiates collaboration with other organizations in planning events. This includes helping the Director of Service with collaboration on service initiatives as defined above. Works with other leaders on the executive board to communicate upcoming meetings/events with the general body through the appropriate platforms (GroupMe, Instagram, etc.)
* **Director of Medicine in The Arts**- Coordinates art-related events. Seeks and advertises potential art events/opportunities associated with The Ohio State University for the general body to attend outside of regularly established meetings. Works with The Ohio State University’s medical school in collaborating on art events, promoting creativity throughout the organization. Aids the Director of Outreach in creating and managing Instagram posts when needed.

***Article VI – Method of Selecting and/or Removing Officers and Members.***

Members are not selected and the criterion to be a voting member is listed in *Article II*. Elections for the executive board will be held at the end of Spring Semester and any general member who has met the minimum criteria to vote will be able to vote. Executive members will be elected by a majority vote of all previous executive members and all general body members. All votes count equally.

In the case of officer removal, the first step will be an intervention with an advising faculty member. If the situation does not improve, there will be an executive board vote to remove the officer. This vote will require a three-fourths majority vote to remove the officer.

In the case of member removal, similar to an officer removal, the first step will be an intervention with the executive board and a advising faculty member. If the situation does not improve, there will be an executive board vote to remove the member. This vote will require a three-fourths majority vote to remove member.

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

Advisors of student organizations must be members of the University faculty or Administrative & Professional staff. Responsibilities and expectations of advisors will be addressed with each advisor prior to their commitment to the organization. Advisors are expected to maintain communication with the organization’s president; the same is expected of the president. Advisors shall provide advisory support to both members and officers as needed.

***Article VIII – Meetings of the Organization: Required meetings and their frequency.***

Three meetings a year are required to attend to be a voting general member. In terms of required meetings for general members to attend, there will be one a year- elections.

***Article IX – Method of Amending Constitution: Proposals, notice, and voting requirements.***

Proposed amendments should not be acted upon until they are read in the executive meeting in which they are proposed, read again at a specified number of subsequent executive meetings and the executive meeting in which the votes will be taken. Approval should require at least two-thirds of voting members present (and to conduct any business, an organization should have quorum present at a business meeting, which is at minimum 60% + 1 of total organization members). The constitution should not be amended easily or frequently.

***Article X – Method of Dissolution of Organization***

In the event or case that this organization is no longer able to fulfill its mission statement, all assets should be given to the Department of Bioethics and Medical Humanities. If this organization acquires an inactive state for four years, its status should be evaluated and dissolved.