CONSTITUTION OF THE MOLECULAR BIOPHYSICS STUDENT ORGANIZATION

[ADOPTED Sep. 1, 2017]

**Preamble**

We, the graduate students of The Ohio State University, create this student organization, hereby called The Molecular Biophysics Student Organization of The Ohio State University. Having recognition from the faculty and administration of this university, The Molecular Biophysics Student Organization aims to enhance further collaboration between graduate students of diverse scientific backgrounds at The Ohio State University. We plan to include members from diverse backgrounds in the life sciences to offer complementary viewpoints on problems that occur in our research. This will both positively impact our work and research as well as help foster new relationships within our organization. With this broader purpose in mind, this organization will focus on 1) promoting the broadening of scientific education through its creative and innovative efforts to the discerning audience and 2) organize social and cultural events pertaining to the broad range of scientific interests of our members.

We recognize that certain statutes of the Ohio Revised Code and bylaws of The Ohio State University Board of Trustees govern the administration of The Ohio State University. Accordingly, we recognize our freedoms with respect to these existing statutes.

**Article 1: Name, Purpose, and Non-Discrimination Policy**

Section 1. Name of the Organization: The name of this organization shall be “The Molecular Biophysics Student Organization.”

Section 2. Purpose: The Molecular Biophysics Student Organization aims to promote collaboration based on the interdisciplinary nature of scientific backgrounds within the group. Our organization will host regular meetings where we will discuss our research amongst members with different scientific backgrounds. Our meetings will not only focus on our research, but also on new internship opportunities, career development, and new scientific articles. We will organize social events in Columbus including trips to COSI and the Columbus Zoo. Along with social events, we will organize the Molecular Biophysics Training Program Symposium which involves hosting various speakers and guiding the scientific topics covered. Our intended membership is graduate students in the life sciences who have an appreciation for both biology and the physics of life.

Section 3: Non-Discrimination Policy: This organization and its members shall not discriminate against any individual(s) for reasons age, ancestry, color, disability, genetic information, gender identity or expression, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status or any other basis in accordance with [Student Organization Registration and Funding Guidelines](https://activities.osu.edu/posts/documents/student-organization-registration-guidelines-updated-may-2021.pdf).

**Article 2: Membership**

Section 1. Composition: This organization will consist of an executive board and other members.

Section 2. Eligibility: Any graduate student currently enrolled at The Ohio State University is eligible for membership. Graduate student members may vote and run for office. Undergraduate and non-students are welcome to be members, but MAY NOT vote or hold office, except the Advisor position. Faculty, alumni, professionals, and other non-students are eligible to become associate members.

Section 3. Selection: All current and former Molecular Biophysics Training Program (MBTP) fellows are automatically admitted as members. All other individuals who wish to become a member must reach out to the current President via email during any part of the year. The individual must explain their interests in scientific research and their current career goals. The President will grant membership to individuals who fulfill the eligibility requirements within a week of being contacted.

Section 4. Responsibilities: Member responsibilities may include participating in funding and awareness events and assisting in posters sessions and conferences.

Section 5. Dues: There shall be no dues for this organization.

**Article 3: Removal of Members of the organization**

Section 1. Members may be subject to removal following violation of organization’s constitution the Code of Student Conduct, university policy, or federal, state or local law. Removal of a member is achieved by majority vote of the officers and with consultation and approval by the faculty advisor.

**Article 4: Organization Leadership**

Section 1. Composition: The organization shall be headed by the Executive Board which shall comprise of: President, Treasurer, and Vice President. The student officers may also create new leadership positions and committees to meet the needs of the organization.

Section 2. Appointment: Election for the 3 members of the Executive Board shall be held annually. The Executive Board officers will be elected via a verbal system. Members will present their ideas for the organization and future officers in a public meeting open to all members of the organization, to be held prior to the election. Current officers will count the votes and a majority of votes will constitute a victory.

Section 3. Term of service: Officers will assume office for the period of one year, and may be re-elected depending on the discretion of the members. There shall be no limit on the number of times an officer may be re-appointed, except that he/she must remain enrolled as a student at The Ohio State University to be an officer.

Section 4. Eligibility: In accordance with the rules of the Office of Student Affairs, all officers must be enrolled for at least two semester equivalents within the current academic year, meet minimum GPA requirements as determined by the Graduate School, and not be on academic of disciplinary probation or suspension.

Section 5. Responsibilities:

1. The President of the organization shall work to accomplish the following:
2. Preside over all the organizational general meetings.
3. Authorize all organizational official documents, by signing them.
4. Serve as the organization’s official representative to the University and the public.
5. Act in the best interests of club recruitment.
6. Plan and coordinate all events sponsored by the organization.
7. Ensure that all against organization members are treated equal irrespective of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, veteran status, friendship, or values.
8. The Treasurer of the organization shall:
9. Maintain accurate financial records of the organization in a binder or in an excel sheet that will be subject to review at Board meetings and at the request of organization members.
10. Work in close connection with the President to form the budget.
11. Perform fundraising as necessary to meet the organization’s financial needs.
12. Request funding from the University, when necessary.
13. The Vice president of the organization shall:
14. Acts as president in the absence of the president.
15. Shall be responsible for keeping order in the general meetings.
16. Book rooms throughout the year for meetings and events
17. Ensure attendance of organization members.
18. Responsible for contacting event coordinators, organizations, and colleges for events to participate in.

Section 6. Methods for Removal of Officers: Officers are subject to recall for wrongdoing in office, neglect of duties, or violation of organization’s constitution the Code of Student Conduct, university policy, or federal, state or local law. Recall procedures include a discussion and majority vote of the student officers and members to remove a fellow officer. The Faculty Advisor must also approve the removal of an officer.

**Article 5: Advisor(s)**

Section 1. Composition: There shall be at least one faculty or staff advisor to the organization. An advisor must be a full-time member of the Ohio State University faculty or Administrative and Professional staff. A Co-Advisor may be appointed if deemed necessary.

Section 2. Appointment: Advisor selection shall take place during Spring term of each year. Advisors shall be nominated by the Student Officers and approved by the membership.

Section 3. Responsibilities:

* + - 1. Provide organizational support and enthusiasm.
      2. The advisor is not required to attend any organization event.
      3. Any additional involvement by the advisor is purely discretionary.

**Article 6: Meetings**

Section 1: “General Body meetings” will include all members and officers. Meetings will be held at the discretion of the President at various times and places, provided at least 3 days’ notice are given. Meetings will consist of club announcements first, followed by questions or comments or concerns by the members, and finally a period of members interacting and exchanging thoughts and ideas on each other’s research. If a special structure for a meeting is mandated, an officer may provide an alternate agenda.

**Article 7: Method of Amending Constitution**

Section 1: This constitution may be amended by a vote of 2/3 majority of the members present at any General Body meeting, in compliance with Article 7 Section 2.

Section 2: Provision of advance notice of amendment must be posted in notification by email, and announced at the General Body meeting previous to the meeting in which the vote occurs.

**Article 8: Method of Dissolution of Organization**

Section 1. Procedure: The termination of the organization is possible if the 2/3 majority of the organization’s members approve that.

Section 2. Funds: In the event of termination, all remaining operating and programming funds from The Ohio State University shall be returned to the university.