

Article I - Name, Purpose, and University Regulations

Section 1: Name

This organization will be named “Buckeye Puppies” (abbreviated as BP Club). During its affiliation with the Ohio State University, the official name of the University will not appear explicitly in the organization’s name.

Section 2: Purpose

The primary purpose of Buckeye Puppies is to establish a supportive, informative, and engaging community specifically designed for the Asian students interested in learning about and interacting with dogs. Through hosting various events, Buckeye Puppies strives to educate current and potential dog owners about responsible dog ownership, dog behavior, pet care practices, and the responsibilities associated with pet ownership, thereby reducing impulsive or uninformed adoptions. Membership is open to all students at Ohio State University, whether they currently own dogs or simply have a passion for canine companionship.

Section 3: University Regulations

A. Harassment and Discrimination, including Sexual Misconduct

- I. Buckeye Puppies agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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 basis in accordance with these guidelines.*

B. Hazing

- I. Buckeye Puppies agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.*

Article II- Membership: Qualifications and categories of memberships

Non-members can become members by attending a general meeting or event and signing up through a membership form provided by the Recruitment Director. No application or interview is required. Membership sign-ups are available at the start of the fall semester, the start of the spring semester, and during events held throughout the year.

The student organization, “Buckeye Puppies” membership include current students and alumni from the Ohio State University. The Executive Board will be allowed to make or change any decisions already established in the Constitution regarding membership with a majority vote.

Members will not be required to own a dog as part of the qualification. This policy will NEVER change.

Article III- Methods for Removing Members and Executive Officers

The removal processes stated below is for both General Body members and Executive Board officers.

- A. 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 officers in consultation with the organization’s advisor.*
- B. 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*
- C. 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.*

Article IV- Organization Leadership

1. **President-** The President of Buckeye Puppies is a voting member. The president is responsible, but not limited to, for maintaining contact with the faculty advisor, the University, and the center for Student Organizations. The President is also required to ensure communication with between all members in the Executive Board and general members, running meetings, solving issues related to the club.
2. **Vice President-** The Vice-President of Buckeye Puppies is a voting member. Vice-President is responsible to help President and other members to run the organization. Ex: if President is not present, Vice-President need to take the role of the President.
3. **Treasurer-** The Treasurer of Buckeye Puppies is a voting member. The Treasurer is responsible for fundraising and collecting all the funds that are related to the club. The Treasurer will also be responsible to maintain the organization bank account as well as any method of receiving and spending money.
4. **Social Media Director -** The Social Media Director of Buckeye Puppies is a voting member. The Social Media Director is responsible to run all forms of social media, including Instagram and WeChat. They will also be responsible for taking pictures and creating event posts or reminder posts on all social media.
5. **Event Director-** The Event Director of Buckeye Puppies is a voting member who is responsible for planning all the club events and work with other executive board members to run the events.

Article V – Election/Selection of Organization Leadership

Elections for the Executive Board will be held once a year in February of the spring term. All members in the executive board will be voted annually, including members who wish to re-run their position. All candidates will be required to submit an interest form and the current executive board will vote anonymously. All members will not be eligible to vote for themselves.

Article VI- Executive Committee: Size and composition of the Committee.

The Executive Committee of Buckeye Puppies shall consist of the elected organization officers, including the President, Vice President, Treasurer, Social Media Director, Event Director, and Recruitment Director.

This committee is responsible for overseeing the ongoing operations of the club, planning upcoming events, making decisions between general member meetings, and ensuring that the club's mission is upheld. The Executive Committee will meet regularly and report its actions and decisions to the general membership during scheduled meetings.

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

Advisor must meet the requirements provided by CSLS regarding to the faculty advisors for student organization at The Ohio State University.

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

Executive members are expected to attend 80% of the meetings and events. There is no requirements for general members.

Article IX – Attendees of Events of the Organization: Required events and their frequency

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.

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

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

Article XI – Method of Dissolution of Organization

By preserving 20% of the fundraisers and revenue each semester, Treasurer will be allocated those to pay off any debts if the organization choose to be dissolved. President needs to contact Student Activities staff to remove the organization from the website.

By- Laws

By-laws contain the standing (permanent) rules of procedure of an organization. Items in the by-laws may be covered in appropriate detail in the constitution. However, most groups keep the two separate because by-laws usually contain more detail and are subject to change more than that of the constitution and, therefore, may require different procedures for amending.

Provision for amendment of the by-laws should be somewhat easier than that of the constitution as rules of procedure should adapt to changing conditions of the student organization. When amending the by-laws, as with the constitution, previous notice of any changes are usually required to be given to the membership and should not be changed in the same meeting in which proposed.

By-laws are more permanent, however, than passing a general motion, which may require only a simple majority vote of voters present at a general meeting of the membership (a quorum being present). By-laws cannot run contrary to the constitution.

Article I- Advisor/Advisory Board Responsibilities

Advisor is not required to attend meetings or events.

Article II- Method of Amending By-Laws

Method should be similar to amending the constitution; however, by-laws are apt to change more often than the constitution, thus amending should be somewhat easier. By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at the next general meeting with a 2/3 majority vote of the membership present (a quorum being present).