

OUTdoors at The Ohio State University Constitution

Article I: Name, Purpose, and Non-Discrimination Policy of the Organization.

Section 1 - Name

- A.) The name of the organization will be OUTdoors.

Section 2 - Purpose

- A.) To provide access to nature and outdoor activities to underrepresented groups, with a focus on LGBTQ+ identities, people of color, women, people with disabilities, and allies.
- B.) Accessibility of activities and discussions around systemic issues causing disproportionate access to nature must be central to organization events.
- C.) Recognize intersectionality and how people of color, people with disabilities, people with lower socioeconomic status, gender minorities, and many other identity groups have historically been denied access to natural resources.
- D.) Provide access, learning, and service opportunities to advocates and people who hold these identities.

Section 3 - Non-Discrimination Policy

- A.) 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, immigration status, military status, national origin, race, religion, sex, sexual orientation, socioeconomic status, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.
- B.) As a student organization at The Ohio State University, OUTdoors 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>.
 - i.) 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.

Article II: Membership

Section 1 - Categories and Qualifications of Membership

- A.) General Body Member
 - i.) Organization membership is open to all enrolled Ohio State students and interested community members.
- B.) Active Member
 - i.) Must be a currently enrolled undergraduate, graduate, or professional student at Ohio State.
 - ii.) Participation in OUTdoors meetings and events is required to achieve active member status.
 - a.) Prior to the start of each academic year, the executive board will determine what level of participation is required to gain active member status.
 - iii.) Active members are eligible to vote in organization elections and run for executive board positions.
- C.) Executive Board
 - i.) The executive board consists of student leaders elected or appointed by the active members of the organization.
 - ii.) Executive officer positions and descriptions are listed in Article IV.
- D.) Community Members
 - i.) To facilitate collaboration with local organizations and off-campus groups, community membership allows non-student members to participate in OUTdoors events and communications.
 - ii.) As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students.
 - iii.) Community members are not permitted to vote in organization elections.

- iv.) Community or other non-student members may be suspended with a majority vote of the Executive Board.
- E.) Associate and Honorary Membership
 - i.) Alumni, faculty, professionals, and other non-students can participate in and provide mentorship to the organization, but are not permitted to vote or run in organization elections.
- Article III: Methods for Removing Members and Executive Officers
 - Section 1 - General Body, Active, Community, Associate, and Honorary Members.
 - 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 executive board in consultation with the organization's advisor.
 - Section 2 - Executive Board Members
 - A.) 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.
 - B.) An officer may be removed through a two-thirds affirmative vote of the executive board in consultation with the organization's advisor.
 - Section 3 - Temporary Suspension
 - A.) 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
 - Section 1 - Leadership Titles
 - A.) The leadership positions that will constitute the executive board are the President, Vice President, Treasurer, Outreach Coordinator, Communications Coordinator, and Service Coordinator.
 - Section 2 - Leadership Duties
 - A.) All Executive Board Members are expected to:
 - i.) Work with other executive board members to facilitate organization meetings and events
 - ii.) Hold fellow members of organization accountable
 - iii.) Foster an inclusive learning environment
 - iv.) Incorporate social issues into organization practices
 - v.) Ensure accessibility of organization activities
 - vi.) Empower voices that may not be adequately represented
 - vii.) Advocate for diversity, equity, inclusion, and justice through organization activities
 - B.) President
 - i.) Serve as the official spokesperson of the organization
 - ii.) Oversee the executive board, coordinate executive board meetings, and set the agenda for executive board meetings
 - iii.) Coordinate room reservations for organization meetings
 - iv.) Update student organization management materials, roster, and group membership
 - v.) Initiate the formation of new committees and appoint committee chairs
 - vi.) Oversee executive board collaborative efforts in facilitating organization meetings and events
 - C.) Vice President
 - i.) Assist the president in execution of their duties
 - ii.) Represent the organization at university events when the president is unable
 - iii.) Check in with members of the executive board and work to balance responsibilities to foster a caring environment

- iv.) Manage databases and archival materials for the organization
- D.) Treasurer
 - i.) Identify and facilitate fundraising efforts
 - ii.) Manage organization budget and finances
 - iii.) Assist the vice president in execution of their duties
- E.) Outreach Coordinator
 - i.) Foster positive relationships with community organizations
 - ii.) Organize collaborative efforts with other student organizations at Ohio State
 - iii.) Assist in recruitment efforts to introduce new members to the organization
 - iv.) Connect with public figures and speakers for organization events
- F.) Communications Coordinator
 - i.) Manage social media accounts
 - ii.) Create and distribute marketing materials
 - iii.) Assist in compiling weekly/biweekly newsletters to update organization members on meetings, resources, and events
- G.) Service Coordinator
 - i.) Seek out service opportunities in partnership with local community organizations that align with the goals and purpose of the organization
 - ii.) Organize student participation in service events

Section 3 - Terms of Office

- A.) The President, Vice President, and Treasurer (student executive officers) will serve in their roles from the first week of April through the end of the following academic year
 - i.) From the first week of April to the end of that spring semester, the outgoing and incoming executive officers will work together to plan for the upcoming year and facilitate a smooth leadership transition
- B.) The Outreach, Communications, and Service Coordinators may serve in their roles beginning in the first week of April OR beginning at the start of the fall semester. Any roles that are not filled during spring semester elections will be available to interested students in the fall semester.

Section 4 - Election Procedures

- A.) Selection of the executive officers must be completed by the first week of April.
 - i.) Coordinator selection will also occur in this time frame, but any unfilled positions may be selected at the beginning of the fall semester through appointment by executive officers or through the election process outlined below
- B.) Eligibility
 - i.) Only active members who plan to be students enrolled in Ohio State for the entire academic year are eligible to run for executive board positions
- C.) Selection Process and Timeline
 - i.) Students interested in an executive board position must indicate interest through an application form, which must be made available at least a week prior to the election
 - ii.) The election must be held at a general body meeting at least a week before the first week of April and the beginning of executive board terms
 - iii.) Students will have the opportunity to give a speech to the general body during the election meeting and answer questions from the general body
 - iv.) Eligible voting members (active members) will select executive officers through a majority vote
 - v.) All candidates must be notified of the election results within a week of the election meeting
 - vi.) In the event of a tie, outgoing executive board members (not seeking re-election) and the organization advisor will vote to break the tie.

Article V: Executive Board

Section 1 - Composition

- A.) The executive board consists of the President, Vice President, Treasurer, Outreach Coordinator, Communications Coordinator, and Service Coordinator, as well as the chairs of any committees.

Section 2 - Duties

- A.) Facilitate organization meetings and events
- B.) Organize collaboration with other community and student organizations
- C.) Attend organization meetings, activities, and events
- D.) Complete the required trainings and fulfill registration requirements of the university
- E.) Represent the organization to media and university groups
- F.) Advocate on behalf of the values and interests of the organization and its members
- G.) Meet regularly to plan organization activities

Article VI: Standing Committees

Section 1 - Purpose

- A.) In addition to any committees created by the President as needed throughout the year, the standing committees serve to carry out basic functions of the organization
- B.) Executive board members are expected to assist in the actions of at least one committee
- C.) Committee chairs are appointed at the beginning of the academic year by the executive board

Section 2 - Service Committee

- A.) Work with the service coordinator to identify service opportunities
- B.) Facilitate participation of all organization members in service activities

Section 3 - Outreach Committee

- A.) Composed of students and community members who are involved in other organizations within the university or the local community
- B.) Aim to assist in forming partnerships with other organizations

Section 4 - Social Committee

- A.) Plan social events to facilitate teambuilding and connection among members of the organization

Article VII: Advisor(s)

Section 1 - Eligibility

- A.) Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff
- B.) 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

Section 2 - Roles and responsibilities

- A.) The advisor must complete the requirements and trainings highlighted by the student activities office
- B.) The advisor should regularly meet with the president and executive board to establish expectations and share resources
- C.) The advisor is welcome to all organization activities, but participation is not required
- D.) The advisor can be utilized as a resource for planning and facilitation purposes
- E.) The advisor can serve as a liaison between the organization and the university department represented by the advisor

Article VIII: Meetings and Events of the Organization

Section 1 - Active membership

- A.) To achieve active membership, voting status, and eligibility for elected positions, members must participate in meetings and events of the organization
- B.) The executive board will determine and adjust the required level of attendance depending on global and campus circumstances
 - i.) The requirements for active membership should be determined by the executive board prior to the start of each academic year

Section 2 - Meeting frequency

- A.) General body meetings or events should occur every week or every other week

- B.) Dates and times for meetings should be determined by the executive board with input from the general body, and significant campus/community event conflicts should be avoided
- C.) Executive board meetings should occur monthly

Section 3 - Meeting activities

- A.) Meeting activities should accomplish the goals and purpose of the organization by focusing on access to the outdoors and natural resources
- B.) Meeting formats can include a broad range of alternative activities, but accessibility should be addressed with the intention of providing engagement opportunities for everyone
- C.) Partnerships with local organizations or public figures are encouraged to expose students to new opportunities and information
- D.) Input from the general body should be considered when planning new experiences

Article IX: Attendees of Events of the Organization

- Section 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, goals, purpose, or values, or where a violation of university policy, the Code of Student Conduct, or federal, state, or local law occurs

Article X: Amending the Constitution

Section 1 - Process

- A.) Any proposed amendments should be presented to the organization's executive board in writing at least ten days before voting can take place
- B.) The text of the proposed amendments should be made available to the general body at least five days before voting takes place
- C.) The proposed amendments should be read in the general body meeting in which the votes will be taken
- D.) A quorum of at least 50%+1 of the total active voting members of OUTdoors must be present at a general body meeting to conduct a vote on any proposed amendments
- E.) At least two-thirds of the voting members present at the voting meeting must approve a proposed amendment.
- F.) All amendments become effective immediately unless otherwise noted in the approved amendment proposal.

Article XI: Dissolution of the Organization

Section 1 - Requirements

- A.) The organization may be dissolved by with an affirmative vote of three-fourths of the total active membership of OUTdoors, in conjunction with agreement by the executive board and advisor
- B.) Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from website

Section 2 - Remaining Debts or Assets

- A.) The outgoing treasurer and executive board will work with Student Activities staff to create clear strategies for disposal of any debts or assets, should they exist.