

# **Parks And Recreation Society**

## **Student Organization Constitution**

### **ARTICLE I. NAME OF ORGANIZATION**

Parks And Recreation Society

### **ARTICLE II. ORGANIZATION PURPOSE**

Parks and Recreation Society aims to educate its members on principles of sustainability and love for nature through camping, hiking, and service events. PnR Society functions and programs get people outside and off campus while also offering professional networking, leadership, and opportunities for lasting personal connections that last beyond graduation. By encouraging members to step outside their comfort zones, we cultivate respect for the environment and outdoor survival skills while maintaining our affordability to ensure maximum access. Parks and Recreation Society aims to foster a love of the outdoors in its members through education, opportunities, and community.

### **ARTICLE III. UNIVERSITY REGULATIONS**

#### **Section A. Harassment and Discrimination, including Sexual Misconduct**

*Parks And Recreation Society 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 the Student Organization Registration Guidelines.*

#### **Section B. Hazing**

*Parks And Recreation Society 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.*

#### **Section C. Bylaws**

*Parks And Recreation Society retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by*

*local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

## **ARTICLE IV. MEMBERSHIP**

### **Section A. Membership Eligibility**

Members must be in good academic or disciplinary standing with The Ohio State University. Active Parks and Recreation Society members enjoy exclusive benefits including a reduction of \$10 (subject to annual change as with dues) in trip fees each trip and a free branded t-shirt if paid in advance of Full-Year membership deadline, which is decided yearly by the executive board.

### **Section B. Member Selection**

Dues shall be set at \$55 for the academic year. Dues are subject to change at the start of every academic year by vote of Executive Board members. One does not have to be a paid member to attend a trip or event, they just have to pay the event fee (if applicable) and sign up. New members are accepted on a rolling basis if they reach out to an executive board member and pay the member fee. Any non-OSU student attending an official Parks and Recreation Society function MUST be hosted by a current OSU student or member attending the trip. Guests will also receive last priority for trip spots after both members and nonmembers. They must pay the full trip fee in advance of the trip.

### **Section C. Membership Timeline**

Timeline will be set yearly by the executive board for dues deadlines and trip deadlines.

### **Section D. Member Removal**

Members must follow Parks and Recreation Society bylaws to maintain their status as active members. The Executive Board are able to make decisions regarding membership. Members may be temporarily or permanently suspended with a majority vote of the Executive Board. 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 officers.

## **ARTICLE V. ADVISOR**

### **Section A. Advisor Duties and Responsibilities**

The advisor shall act as an additional executive board member. They will discuss ideas about volunteer opportunities, growing membership, activities, and suggest speakers. The advisor should join at least 1 executive board meeting per academic year. The advisor should be available to executive board members to answer questions and give feedback on club plans. If there is a tie in an executive board vote, then the advisor should break the tie.

#### **Section B. Advisor Term**

The advisor will be appointed in the calendar year at the end of fall semester and will serve for a minimum of 2 years. If the advisor must step down before their 2 years is up for any reason, they must give a 30 day notice to executive board members and offer a replacement suggestion.

#### **Section C. Advisor Selection**

The current advisor should suggest at least 1 faculty member for the future advisor position. In addition to the advisor's nominee, any executive board member that wishes to nominate a faculty member may. The advisor will be selected based on the vote from the executive board by the end of fall semester and will begin their term at the start of spring semester. The executive board can decide the next advisor by majority vote.

#### **Section D. Advisor Replacement**

If the current advisor must step down for any reason, they must give a 30 day notice to the executive board and nominate a faculty member to be the next advisor. The replacement will function the same as the selection where the executive board will vote with a simple majority win on the next advisor based on all nominations.

### **ARTICLE VI. ORGANIZATION LEADERSHIP**

#### **Section A. Officer Positions**

**President—Kianna McEwen** The President shall organize and run meetings; represent Parks and Recreation Society at all official functions at the University and other professional meetings; make final decisions on locations for trip per vote of the Executive Board; communicate specific information about trips, including rules and schedules; and coordinate with service and activities chairs all service events and committees.

**Vice President—Rylie Gates** The Vice President shall manage all Parks and Recreation Society equipment, including documenting equipment rentals, determining if more is needed, and coordinating or delegating transportation and cleaning pre- and post- trips; send out requisite forms to discern and quantify need of equipment to assign rentals to members and trip participants; and share data with the Treasurer to regulate purchasing of new equipment.

**Secretary—Vivianna Small** The Secretary shall be responsible for record keeping including: taking minutes of meetings; maintaining all membership records and distributing emergency contact forms

to compile membership database; working with the Social Media Director to disseminate information about upcoming trips and events via GroupMe and email and remaining a point of contact for specific questions from members and participants.

**Treasurer—Aditya Haridas** The Treasurer shall have the responsibility of money collection and collection of dues; giving a report each meeting about the financial status of the organization, including available and budgeted funds; organizing, with the help of the Executive Board, a budget for the organization each year, which shall be approved by the Executive Board as a whole; and booking trip accommodations using the organization debit card. The Treasurer shall have sole authority over the organization bank account and debit card. Anyone requesting usage of organization funds will request pre-approval of the Treasurer and submit receipts following purchase or order placement. While any Executive Board member shall be able to deposit funds into the account, only the Treasurer may withdraw funds. No purchases shall be reimbursed if they were not made with prior approval by the Treasurer or the President; only Executive Board members can request purchase reimbursement. The Treasurer shall reimburse gas money to all drivers on the trip, a set amount as determined by executive board based on profit left from trips.

**Social Media Director—Avantika Pai** The Social Media Director shall be responsible for maintaining Parks and Recreation Society's online social media accounts, including Instagram and GroupMe; serving jointly with the Secretary as a point of contact for questions; monitoring the use of the GroupMe and removing any scammers, bots, or ticket sellers; sharing any graphics with the Secretary to be shared via email and coordinate the making of slideshows for informational meetings. The Social Media Director shall be the only E board member with access to the accounts. They shall be responsible for posting information about upcoming events, trips, and post-trip photographs. They will work closely with the Secretary and Vice President in this capacity.

**Activities Chair—Julia Babic** The Activities Chair shall be responsible for planning at least one activity per semester for the club to participate outside of the camping trips. This activity can be a hike, kayaking trip, rock climbing, guest lecture, etc. The Activities Chair shall work closely with the Service Chair to plan events together.

**Service Chair—Kyra Kremer** The Service Chair shall be responsible for planning at least one service activity for the club to participate in outside of the camping trips. This should be a volunteer activity. It can be one where the club members carpool together to an existing volunteer activity. The purpose of this activity should focus on environmental or sustainable practices. The Service Chair should work closely with the Activities Chair to plan events together.

## **Section B. Officer Eligibility**

All officers must be paid Parks and Recreation Members at the start of their term of service. All officers must be in good academic standing with the university and have attended at least 2 Parks and Recreation Society trips in the past 2 academic years.

## **Section C. Officer Selection Process**

Prior to the annual Spring tent trip, applications will be sent out to Parks and Recreation Society members for available Executive Board positions. Current Executive Board members wishing to switch positions will also be required to complete the application. Following the receipt of all interested applicants, the current Executive Board will convene and vote on the election of new Executive Board members. Current and new members will co-coordinate the planning and execution of the Spring tent trip. Current members will be responsible for aiding in transitions of power and duty to new members. Executive board members will also be able to create and dissolve committees for the purpose of projects as deemed necessary by majority vote. These committees shall be comprised solely of Parks and Recreation Society members for a specific task, such as the coordination of service events, and will function underneath the designated Executive Board member.

#### **Section D. Officer Removal**

Any Executive Board 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 majority vote of the executive board. Over half of the executive board must agree to remove the officer. In the event of a tie-breaker, the advisor will cast a vote.

In the event that the reason for member or Executive Board officer 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 VII. ORGANIZATION DISSOLUTION**

#### **Section A. Dissolution Requirements**

Parks and Recreation Society is to be dissolved after three consecutive semesters with no members other than the Executive Board officers.

#### **Section B. Dissolution Procedures, including Assets and Debts**

Any assets, debts, and financial obligations are to be transferred to another Natural Resources Student Organization as designated by a vote including the advisor and the most recent officers. The decision is made by majority vote.

### **ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

#### **Section A. Amendment Process**

This constitution shall be re-examined at the start of each academic year by the Executive Board, who will be responsible for updating and making any necessary additions to specific clauses regarding costs and deadlines. The amended constitution shall be put forth to the general membership of Parks and Recreation Society for consideration and suggestions before final ratification occurs. The body of the constitution should not be amended easily or frequently. Admendments should take place by majority vote.