

# **Zebrafish Research Student Organization**

## **Student Organization Constitution**

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

The Name Of This Organization Shall Be The Zebrafish Research Student Organization, Heretofore Called ZRSO , At The Ohio State University.

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

The Zebrafish Research Student Organization focuses on uniting students involved in zebrafish research at Ohio State University to be a part of outreach both within and beyond the community and engage in collaborations with other research enthusiasts.

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

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

The Zebrafish Research Student Organization *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**

The Zebrafish Research Student Organization *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**

The Zebrafish Research Student Organization *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**

Anyone involved in zebrafish research at The Ohio State University or interested in taking part in research using zebrafish is welcome. This includes students pursuing their undergraduate or graduate degree, faculty and staff.

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

Any non-member can become a member by contacting Zebrafish Research Student Organization officers to express interest.

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

Membership is open on a rolling basis.

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

If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution, 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. 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, 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.

## **ARTICLE V. ADVISOR**

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

The student organization advisor shall serve as a resource person providing advisory support to officers and members and may not vote or hold office in the organization.

Primary Advisors must be able to satisfy the following requirements:

- Complete advisor training every two years
- Complete the anti-hazing training module available on BuckeyeLearn or through [stophazing.osu.edu](http://stophazing.osu.edu)
- Submit online approval of the organization's registration every year
- Submit online approval of the organization's goals every year
- Submit online approval of any Council on Student Affairs (CSA) Operating or Programming funds requests initiated by the organization's treasurer
- Follow applicable laws, regulations, university rules, policies and guidelines
- Complete relevant reporting obligations

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

The Advisor term shall be start of fall semester through end of summer semester.

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

The Zebrafish Research Student Organization faculty Advisor must be a full-time member of the University faculty and an undergraduate or graduate student mentoring faculty in a research lab that actively utilizes or is an expert in the zebrafish model system.

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

In the event that the current faculty advisor is unable to continue their role - whether by voluntary resignation or failure to fulfill duties and responsibilities of the position - the President, Vice President, and Treasurer shall convene and unanimously select a new faculty advisor. The newly appointed advisor must be a member of the faculty and willing to support the organization's mission and activities. This decision shall be documented and communicated to all members of the organization.

## **ARTICLE VI. ORGANIZATION LEADERSHIP**

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

#### Section 1. Composition

The Executive Committee will be composed of the following positions:

- a. President
- b. Vice President
- c. Treasurer
- d. Secretary
- e. Outreach Chair
- f. Social Media Chair

#### Section 2. Duties

The Executive committee (by majority vote, in a regular or special meeting called for that purpose) shall have the power to adopt and amend items within the Constitution, as may be deemed necessary. The duties of the Executive Committee shall include but not be limited to the determination of policies and procedures for the organization and the implementation of said policies and procedures. The duties of the Executive Committee are as follows:

- a. The President shall be the student representative of the ZRSO and shall oversee executive committee and general member meetings and affairs.
- b. The Vice-President shall assume the President's responsibility whenever the later is unable to do so.
- c. The Treasurer shall be in charge of the finances of ZRSO.

- d. The Secretary shall be in charge of noting important information discussed in meetings/events.
- e. The Outreach Chair shall be in charge of looking for outreach opportunities.
- f. The Social Media Chair shall be in charge of social media and website maintenance.
- g. The Advisor shall serve as the faculty representative of ZRSO.

#### **Section B. Officer Eligibility**

The President and the Treasurer must be enrolled as full-time students; Vice-President must be a student in good standing.

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

Elections to appoint members to the Executive Committee will be held annually during the month of September. Any graduate student member may be elected President or Treasurer. Any undergraduate student, graduate student, or postdoctoral scholar member may be elected to Vice-President, Secretary, Outreach Chair, and Social Media Chair.

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

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, 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.

### **ARTICLE VII. ORGANIZATION DISSOLUTION**

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

The Zebrafish Research Student Organization (ZRSO) shall not incur or leave any outstanding debts or financial obligations to The Ohio State University or any of its affiliated entities. All financial activities must be conducted responsibly and within the limits of the organization's available funds.

Dissolution of the organization may occur only after approval by the officers and a two-thirds vote of its members. Notice of the vote must be provided to all members at least thirty (30) days in advance. Prior to dissolution, the Executive Committee must ensure that all financial obligations are resolved and that the organization is in good standing with the university.

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

Upon dissolution, any remaining assets shall be transferred to a university-approved account or another registered student organization, as determined by the Executive Committee in consultation with the Advisor.

If ZRSO incurs any debts prior to dissolution, the Executive Committee must take immediate action to resolve them. This includes:

- Reviewing the origin and nature of the debt.

- Convening a special meeting with the Treasurer, Advisor, and other officers to develop a repayment plan.
- Prioritizing the use of available funds to settle the debt.
- Seeking guidance from the Ohio Union & Student Activities department if necessary.
- Documenting all actions taken to resolve the debt.

All debts must be fully resolved before the organization can formally dissolve.

## **ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

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

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.