The Student Professional Development Association

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

The Student Professional Development Association At The Ohio State University (Spda)

ARTICLE II. ORGANIZATION PURPOSE

Purpose: The Student Professional Development Association is an organization designed to support Graduate Assistants within the Department of Recreational Sports at The Ohio State University. Support is created by establishing external and internal professional development opportunities, providing a network of connections to several stakeholders, and cultivating career advancement through event planning, skill development, and overall experience in recreation.

Values: The following are the values of the Student Professional Development Association:

1. Professional Development
2. Health, Wellness, and Balance
4. Civic Engagement
5. Learning and Growth
6. Leadership

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

SPDA *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

SPDA *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

SPDA *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

Enrolled Ohio State graduate students who hold a position as a Graduate Assistant within the Recreational Sports Department

Section B. Member Selection

Members must choose to join SPDA, and membership is voluntary.

First year Department of Recreational Sports Graduate Assistants will be asked to formally indicate interest in joining the organization. Once interest has been formally indicated, membership is assumed.

Section C. Membership Timeline

Members may joing the organization the summer before or durng their first fall semester as a Graduate Assistant.

Section D. Member Removal

Membership will be terminated for reasons including, but not limited to: leaving The Ohio State University, Recreational Sports position termination, missing 50% of meetings without an appropriate excuse, failure to meet multiple goals and deadlines.

To formally remove a member, another member must present grounds/evidence indicating reason for the member's removal to (at least 2) officers. After which, the officers will decide with the an advisor if the grounds/evidence is enough to warrant removal. If grounds/evidence is sufficient the officers will notify the member of their charges with an opportunity to defend themselves in meeting/written form. At the following meeting, voting will occur, requiring a simple majority approval to remove the member.

All members are free to leave and disassociate without fear of retributon, retaliation, or harassment.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The advisors are responsible for attending each organizational meeting to assist the student leaders. Advisors will provide professional input and offer possible solutions, all while empowering the student leaders to function independently. Additional responsibilities for the advisors will include ensuring that members are following university policies and upholding organizational mission, communicating departmental expectations, and serving as chaperones for SPDA trips.

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
- 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

Advisors will serve for one year with the opportunity to be reappointed.

Section C. Advisor Selection

The advisors shall consist of two professionals appointed by the Director of Recreational Sports. Once appointed, members will vote in the following meeting, requiring a simple majority approval, to instate each advisor.

Section D. Advisor Replacement

In case of resignation or removal, a new advisor shall be appointed by the Director of Recreational Sports. The outgoing advisor must complete any duties necessary until the next meeting. Then, at the next meeting, members will vote, requiring simple majority approval, to instate the new advisor.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

President: President will be a second year Graduate Assistant of Recreational Sports who is the primary leader of the organization and shall be responsible for overseeing that each committee is meeting their goals. They shall preside at all meetings of the organization, including the Student Organization's President meeting and biweekly scheduled organizational meetings. The President is responsible for making all space reservations for meetings, ensuring these meetings are well organized and productive. President will be the liaison between SPDA and the Professional staff of the Recreational Sports Department. The President must be enrolled as a full-time student, and complete all annual requirements set forth by the Student Activities Department.

President-Elect: President-Elect will be a first year Graduate Assistant of Recreational Sports. Responsibilities will include assisting the President with their duties and be mentored to take the President position. The President-Elect shall take well organized and clear notes for each meeting and will be responsible for posting them in the Teams drive for all members. The President-Elect is responsible for any other duties on which the President is unable to meet, such as attending the Student Organization President's Meeting, communicating with the Professional Staff of Recreational Sports, and ensuring that each committee is completing their tasks. The President-Elect must be a student in good standing.

Treasurer: Treasurer will be a second year Graduate Assistant of Recreational Sports. Responsibilities will include managing the club bank account, assigning individual allocations at the beginning of each year, tracking spending, and pulling fundraising reports. This individual will also make purchases on behalf of the club. The Treasurer must be enrolled as a full-time student, and complete all annual requirements set forth by the Student Activities Department.

Treasurer-Elect: Treasurer-Elect will be a first year Graduate Assistant of Recreational Sports. Responsibilities will include assisting the Treasurer with their duties. The Treasurer-Elect must be a student in good standing.

Section B. Officer Eligibility

All incoming first year SPDA members are eligible for the President-Elect and Treasurer-Elect positions.

Section C. Officer Selection Process

Nomination Procedure: At the time of the election, a member may nominate themself or another person for the President-elect or Treasurer-Elect position. Each nominee can give a speech before voting.

Voting: Voting will be done by a secret ballot. The organization advisors will be responsible for counting the votes to determine the position. The person with the most votes for the election of President-Elect shall be named President-Elect; the person with the most votes for the election of Treasurer-Elect shall be named Treasurer-Elect

Election Timeline: Elections shall take place in the summer before or during the fall semester, after first year Graduate Assistants have declared their interest in membership.

Section D. Officer Removal

Requirements for officer removal:

An officer may be considered for removal if there is proper evidence establishing that the officer has not completed their assigned duties in a way that has become detrimental to the functioning of the organization. Additionally, if an officer fails to meet the organization's expectations and poorly represent the organization, this can also be grounds for removal when supported with proper evidence.

1. Review of Officer Performance: Once proper evidence has been brought forth to the other officers to consider an officer for removal, the remaining officers shall convene with the advisors to evaluate the evidence. From there, the officers and the advisors will meet with the officer considered for removal to discuss the issue, changes that should be considered before removal, and the removal processes. The officer in question will have the opportunity to defend themself amongst the officers and advisor. If it's determined that

the evidence is proper and there is no room for change to occur with the officer in question, a formal meeting will be called to vote on removal.

2. Formal Meeting for Defense and Voting: A meeting shall be called when all members are available to vote on the removal of the officer in question. The officer in question may prepare and present their defense prior to the vote. After then, all members must vote, with a 2/3 majority to decide whether the officer is removed or not.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

Dissolution of the organization may take place if there are no members, no business being done, or no longer a reason for the organization. Suggestion for dissolution should be brought to the attention of the officers and advisors and voted on in the following meeting. To dissolve the organization voting will require a 2/3 majority in favor of dissolution.

Section B. Dissolution Procedures, including Assets and Debts

In the event that SPDA dissolves, the following procedures will be followed, with responsibilities to the Executive Officers:

1. Review of Financial Standing: The Treasurer, in coordination with the President, will review the organization's financial records to determine total assets and outstanding debts.

2. Payment of Debts: The Treasurer will ensure that all outstanding debts and financial obligations are paid in full using available funds. If debts exceed assets, the Treasurer will coordinate a repayment plan with the members who agreed to cover financial obligations. Under no circumstances will debts be transferred to The Ohio State University or its entities.

3. Distribution of Remaining Assets: After debts are satisfied, the Executive Officers will determine an appropriate student-focused and recreation-focused organization to receive any remaining assets.

4. Final Documentation: The President is responsible for submitting written documentation of the dissolution, including debt repayment and asset distribution, to the appropriate university office for record-keeping.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Any article may be amended, repealed, or altered in whole or in a part by a 2/3 vote of the members at any meeting of the organization, provided that such proposed amendment of change shall have been read to the membership at two meetings of the organization prior to the vote thereon.

Should the organization transition leadership or wish to amend the constitution between registration cycles, the articles set forth in this document will remain in place until a new constitution is approved by the Student Activities Department.