

# The Intergalactic Science Fiction Club

## Student Organization Constitution

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

The Intergalactic Science Fiction Club

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

To gather every week to watch, discuss, and have fun with favorite movies, shows, and literary works of the Science Fiction genre. This is a club for everyone with an interest in Science Fiction and Speculative Fiction, and the history of these genres.

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

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

The Intergalactic Science Fiction Club *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 Intergalactic Science Fiction Club *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 Intergalactic Science Fiction Club *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**

All persons at OSU, including students, faculty, alumni, professionals, etc, are open to membership.

Voting privileges and leadership positions are reserved to registered Ohio State University students.

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

Any qualified student, faculty member, etc, may become a member by a request to the officers. Membership fees are not necessary for admission. Specific events may require admission fees, if approved by the Executive Board.

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

During the first and second week of attendance, the attendant will be called an "initiate". Initiates cannot vote in elections or run for leadership. During the third and fourth week of attendance, the initiate will then be promoted to "member" status. Members can vote in elections, but cannot run for leadership or Senate positions. After five weeks of attendance, the member will be promoted to "active member" status and can vote in elections and run for leadership.

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

Members who do not attend organization gatherings for four weeks in a row will be demoted to an "inactive member" status. Inactive members cannot be counted in censuses used indetermining Senate size or fund allocation. Once returning to the club for any organizational gathering, their status of "member" will be regained.

Any member can be removed for any legitimate reason, such as misconduct or prior criminal history (such as a felony or sexual offense), upon majority vote in the Executive Board. The member has a chance to put forth a defense before the vote.

## **ARTICLE V. ADVISOR**

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

The Advisor is welcome to attend any meeting and shall periodically meet with the

President. The Advisor has the ability to cosign for finances for or with the treasurer.

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

Advisors are selected with the understanding that they are expected to fulfill their responsibilities for as long as they are an active faculty member at Ohio State.

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

The advisor must be a member of the University faculty or Administrative and Professional staff and must have an interest in the genre of Science Fiction.

Once a potential advisor is found, officers must come to a simple majority vote in order to formally select this advisor and ask for their availability.

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

In the event of needing to replace an advisor, the officers will contact available faculty members that fulfill the advisor selection requirements and are selected through simple majority.

## **ARTICLE VI. ORGANIZATION LEADERSHIP**

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

The President: Preside over meetings, represent the organization, make final decisions, maintain communication, set timelines, create agendas, and oversee all events. He/she must also update goals and mission statement every year and ensure the club remains active.

The Vice President: Assist in all duties described above. Is also in charge of obtaining public performance licenses and recruitment. Is also in charge of training officers who do not have to receive official training.

The Secretary: Member relations, upkeep of Facebook page and emails, tracking attendance.

The Treasurer: Takes charge of bank account and all financial transactions and materials purchased with the organization's funds. Save receipts and completes all forms. Assist Vice President with funds for public performance licenses.

The Marketing Officer: In charge of advertising and fundraising for the club when necessary.

## **Section B. Officer Eligibility**

Each leadership position will last one school-year term. There is no limit on how many terms one can choose to apply for re-election.

Once becoming a leader, it is assumed that the student will fulfill assigned duties and commitments to the club, attend the majority of all meetings, and be in good academic standing with the University. (2.00 G.P .A. on a 4.00 scale for Undergraduates or 3.00 G.P .A. on a 4.00 scale for Graduate or Professional students.) Leaders must be enrolled in classes each fall and spring semester. In addition to students, Alumni may serve one term in an officer position, provided they were a student at the time of their election to that position.

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

- 1:** Any active member can run for *no more than two (but can only hold one)* leadership position, assuming that they are, and plan on being in, good standing with the University.
- 2:** Applications for all positions must be submitted to the Executive Board before the second organizational gatherings of Spring Semester.
- 3:** Applicants can give speeches to the general members during the second organizational gatherings of Spring Semester.
- 4:** Election will be held in the beginning of the third organizational gatherings of Spring Semester. Each member can submit one ballot for each position. Officers will be selected based on the applicants who gain the most amount of votes for each position.
- 5:** Upon a vacancy in the President position, the Vice President will take up the position. Upon a vacancy in all other leadership positions, the Executive Board, by majority vote, can appoint a person to fill the position.
- 6:** All candidates for the President position must have had a prior position on the Executive Board of the club.

## **Section D. Officer Removal**

In the event that a member or leader does not meet expectations, such as performing required duties, misconduct, prolonged absence, a "Vote of no Confidence" can be called in the Executive Board remove an Organization leader. The member in question of removal of leadership will first gain the chance to defend his or her title. A majority of the Executive Board is required for the removal of position to occur.

## **ARTICLE VII. ORGANIZATION DISSOLUTION**

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

The organization can be dissolved by a three quarters vote of the Officers and with the approval of the Advisor and President.

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

Upon dissolution, the physical assets of the organization's library and any present financial assets under the organization's name will be donated to a local library of the leadership's choice. In the event of debts or financial obligations under the organization's, these must be paid off or resolved by the former members of the leadership.

## **ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

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

Proposed amendments will be in writing, and will not be acted upon but read in the general meeting in which they are proposed. The amendment will be voted on at the next Officer's meeting, after being read aloud. Approval requires a majority vote of active members present.

By-laws may be amended by submitting in writing and reading the change at an Executive Board meeting. The amendment may be voted on during the same Executive Board meeting upon a majority vote of officers and active members.