

# **Magic the Gathering at The Ohio State University**

## **Student Organization Constitution**

### ***ARTICLE I – NAME OF ORGANIZATION***

Magic the Gathering at The Ohio State University. MTG@OSU is an acceptable acronym. The organization will herein be referred to as MTG@OSU.

### ***ARTICLE II – PURPOSE STATEMENT***

MTG@OSU strives to offer an environment on campus where students with an interest in the card game Magic: the Gathering can come and meet others who share their interest. We will provide a place to interact with these like-minded individuals and play the game we all love. Events will be offered for those interested in a more competitive environment, such as drafts or Standard/Modern tournaments, as well as space for casual play.

### ***ARTICLE III – UNIVERSITY REGULATIONS***

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

MTG@OSU 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**

MTG@OSU 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**

MTG@OSU 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**

Full membership is open only to Ohio State students.

### **Section B - Member Selection**

Membership requires per-semester \$10 membership dues, payable to the Treasurer.

### **Section C - Membership Timeline**

Membership can be acquired at any time during the semester and is maintained for the duration of the semester in which the dues are paid (dues paid in the spring carry over through the summer semester). Membership is not required to participate in club events but is required to be eligible for election to the Executive Committee, and to vote in club elections.

### **Section D - Member Removal**

In the case of a violation of club or university policy or complaint lodged against a member or attendee, the officers of the Executive Committee shall be left responsible for discussing and resolving the issue as they deem reasonable. It is strongly encouraged that the officers meet with those filing a complaint to obtain additional information and produce an informed decision. If a member or attendee 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 or attendee may be removed or suspended through a majority vote of the officers in consultation with the organization's advisor, depending on the severity of the situation.

If leadership is unwilling or unable to meet within seven days, the club advisor is empowered to suspend any member's attendance privileges for a period of no longer than three club meetings or affiliated events pending a meeting to formally instate a suspension or formal removal process as outlined.

In the event of a permanent removal from the organization, any club dues paid for the semester are forfeited and shall not be refunded.

The Director of Student Activities must be informed of any suspension and the circumstances surrounding it. All members in leadership roles are strongly recommended to consult with the OSU Office of Student Activities regarding any ongoing circumstances threatening the health, safety or dignity of an MTG@OSU member.

If 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 V - ADVISOR***

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

The Advisor is the overseer of leadership elections and is responsible in conjunction with the Treasurer for management of the club finances. The Advisor is also responsible for advising the officers on the prudence and particulars of the events and courses of action that the club has planned. The Advisor must complete the requisite advisor training as required by the Ohio State University.

### **Section B - Advisor Term**

The Advisor may serve in the role as long as they are willing to. Should the Advisor wish to step down from their position, the organization will follow the procedure to replace them outlined in Sections C and D.

### **Section C - Advisor Selection**

The Advisor of the MTG@OSU club must be a full-time member of the University faculty or Administrative & Professional staff. If a person serving as the Advisor for the MTG@OSU club is not a member of the above classifications, a co-advisor must be chosen who is a member of

the above classifications. Any member of the Executive Board may nominate a candidate for the advisor position, who may assume the position after a simple majority vote of the members of the Executive Board.

### **Section D - Advisor Replacement**

Should the Advisor position become vacant for any reason, it is the responsibility of the Executive Board to contact University faculty and find a replacement Advisor, according to the criteria and procedure outlined in Section C, a nomination and simple majority vote of the members of the Executive Board.

## ***ARTICLE VI – ORGANIZATION LEADERSHIP***

### **Section A - Officer Positions**

#### **Subsection 1 - President**

The President of Magic the Gathering at the Ohio State University represents the organization at official Ohio State University functions as well as those off-campus functions at which MTG@OSU wishes to have a representative. The president leads the club through the planning and establishment of events and the cultivation of a welcoming community. The President must complete President training as offered by The Ohio State University and must use this training to plan events and help train other leaders.

The President is responsible for booking spaces for events, including meetings, registering the club in university involvement fairs and other outreach opportunities, and applying for office and/or locker space through the Union every Spring Semester or delegating these same duties to other officers. The President is also responsible for disseminating information on these and any other events to the membership as is appropriate.

#### **Subsection 2 - Vice President**

The Vice President will act as a social outlet for the organization. It is their responsibility to make the club environment a welcoming and fun environment for everyone. It is the Vice President's job to welcome new attendees to the club and teach the game to members. The Vice President will organize recruitment events and attempt to increase club membership each semester.

#### **Subsection 3 - Treasurer**

The Treasurer oversees the finances of MTG@OSU and must approve all purchases over \$20. They are responsible for all financial transactions. Any purchases from the club account must be

approved by the Treasurer, either in writing or via a majority vote of the officers in which the Treasurer is present. They are responsible for ensuring that members are reimbursed properly and that the other officers have up to date information on club finances. The Treasurer must put in all programming requests before the funding window deadlines for each semester. The purchase of food, promotional materials, Magic: the Gathering product, and all other club-related expenses will be handled at the Treasurer's discretion. Purchases of over \$100 require the approval of the other two officers. The Treasurer is also responsible for any financial audits required for the acquisition of University funding.

In addition, the Treasurer must keep a record of all members who have paid their dues and update the records and mailing lists accordingly. The Treasurer must complete Treasurer training as offered by The Ohio State University.

#### **Subsection 4 - Social Coordinator**

The Social Coordinator is responsible for maintaining the organization's online and social media presence and using digital platforms to advertise club events. The Social Coordinator may also be responsible for organizing extra events to provide an alternative to the planned event at a given meeting.

#### **Section B - Officer Eligibility**

Only full members of the club may vote or run for election. Full membership is open only to Ohio State students.

#### **Section C - Officer Selection Process**

Each elected member begins their term of office at the beginning of Autumn semester and ends their term at the end of Summer semester. With the approval of outgoing leadership, incoming leadership may take on effective responsibility for their positions as soon as the end of the preceding Spring semester, in order to prepare for the upcoming Autumn semester and ensure that the transition of responsibilities occurs smoothly.

Within the month of March, the officers of MTG@OSU will hold an election to select the leadership who will serve starting the following Autumn semester. Each full member who is will be an enrolled Ohio State student during the following Autumn semester will be eligible to vote in this election. The election will be moderated, and ballots will be collected by a chosen member or officer who will not be attending the organization or the university in the following autumn deemed unbiased. This member is forbidden from participating in the election. Ballots

must be submitted through an electronic form disseminated by the chosen moderator. These ballots will be available within the club Discord.

The voting will use a ranked choice method wherein each candidate for each position is ranked by preference. The election is won by whichever candidate receives the most votes. In case of a tie, a runoff election will be created featuring only those who tied.

#### **Section D - Officer Removal**

An officer who is deemed to not be fulfilling their responsibilities may be removed via a unanimous vote of the other officers or a majority vote among full members who are active Ohio State students. An officer who wishes to resign from their office voluntarily must officially notify the membership. Any officer who leaves their position for any reason will be replaced by a vote.

In the case of an issue arising by, for or against a member of the MTG@OSU Executive Committee, the following methods of recourse may be pursued, depending on the specifics of the situation.

Any elected officer of the chapter may be removed from their position. 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. At any time, an anonymous statement describing the situation may be made to two uninvolved officers. Following this meeting a blind grand majority vote will be taken from the officers and the advisor (or co-advisor) and will determine whether the member or attendee against whom the complaint is made will be allowed to continue serving in their role on the Executive Committee. If the issue is such that it is not sufficient to remove the officer from their leadership role, procedure for their suspension or removal from the club will be carried out according to Article III, Section II, as it would for any other member. Note that in that case, any reference to club officers in Section II does not include the offending member.

### ***ARTICLE VII – DISSOLUTION OF ORGANIZATION***

#### **Section A - Dissolution Requirements**

The organization may be dissolved by a unanimous vote of the Executive Committee and the Advisor.

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

In the event of the decision to dissolve the organization, the Treasurer shall make a record of all outstanding debts or remaining funds owed to the University and submit it to both the President and the Advisor within one week of the decision. The President and Treasurer shall then reimburse the University for all outstanding debts and any remaining funds owed by the organization, utilizing any remaining organization assets. If the organization does not possess the assets to reimburse the University for all that it owes, it is the responsibility of the Executive Committee to raise the funds necessary for full reimbursement.

## ***ARTICLE VIII - CONSTITUTIONAL AMENDMENTS***

### **Section A - Amendment Process**

Amendment proposals may be submitted to leadership by any member. Within seven days, the text of the amendment will be emailed to all members, along with notification of when the vote will take place on the amendment. The vote should be scheduled for no more than three weeks after the initial submission. Upon initial introduction, the proposed amendments should be read in the general meeting and released in the Discord, then read again at a specified number of subsequent general meetings. Votes will be taken through a form disseminated by the President and require a two-third majority of voting members to pass. The constitution should not be amended easily or frequently. If a proposed amendment fails, the amendment cannot be proposed again for a time of one semester.