

# SCARLET POLICY CIRCLE CONSTITUTION

## ARTICLE I. NAME OF ORGANIZATION

### Section A. Name

The organization is to be known as the Scarlet Policy Circle at the Ohio State University; or in brief, the Scarlet Policy Circle; and will be referred to hereafter as “Scarlet Policy Circle” or “the Scarlet Policy Circle.”

### Section B. Non-Affiliation Policy

The organization is not expressly affiliated with any political organization or think tank. The organization shall maintain political neutrality and shall refrain from activism on issues of national, state, or municipal policy. Note that this does not preclude members from individually advocating for their viewpoints on political issues.

## ARTICLE II. ORGANIZATION PURPOSE

### Section A. General Purpose

The purpose of the Scarlet Policy Circle is to promote civil, productive discourse and encourage civic and political literacy on issues related to public policy. In doing so, it inherently fulfills the goal shared by the American Enterprise Institute, which is to “defend the principles and improve the institutions of American freedom and democratic capitalism – limited government, private enterprise, individual liberty and responsibility; vigilant and effective defense and foreign policies, political accountability, and open debate.”

### Section B. Practice

The Scarlet Policy Circle will pursue this goal by hosting events and discussions to get students involved in earnest, civil, and respectful political conversations. These events may include discussions of topical or longstanding issues, sponsored book clubs, guest speakers both within and outside OSU, and joint events with other organizations.

### Section C. Secondary Purpose

The Scarlet Policy Circle pursues the ancillary goal of preparing members for career readiness in fields related to public policy. To that end, the organization will strive to guide members towards opportunities for professional development.

## ARTICLE III. UNIVERSITY REGULATIONS

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

The Scarlet Policy Circle 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 these guidelines.

### Section B. Hazing

The Scarlet Policy Circle 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 Scarlet Policy Circle 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 these constitutional 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 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 undergraduate students enrolled at Ohio State, either part time or full time, are eligible for membership. No member of the Executive Board may demand fees or charges be made to other Executive Board members or students wishing to participate in the organization.

### Section B. Member Selection

Any individuals, including Executive Board members, who attend at least 60 percent of meetings in a semester shall be considered registered members whose names will be recorded as such.

#### Section C. Membership Timeline

Nonmembers who have met the requirements for membership shall become members prior to the end-of-semester Executive Board election.

#### Section D. Member Removal

If a member repeatedly violates norms of civil discourse, harasses a member at or outside of meetings, or engages in other conduct which violates the standards of the organization in such a manner as to warrant removal, the Executive Board may remove this member from the organization and/or prevent them from attending meetings by unanimous vote. When a member is removed through this process, the Secretary shall provide written notice of the reason for their removal. A member shall also lose membership privileges for a semester if he/she fails to attend at least 60% of general body meetings in that semester.

### ARTICLE V. ADVISOR

#### Section A. Advisor Duties and Responsibilities

The Advisor shall serve as a resource person providing advisory support to officers and members of the SPC, and shall fulfill the responsibilities associated with Primary Advisors of a student organization as set forth by Ohio State.

#### Section B. Advisor Term

The Advisor's term shall last for two years with the opportunity for reappointment.

#### Section C. Advisor Selection

The Advisor must be a member of the faculty or administrative and professional staff at Ohio State. The Executive Board shall identify candidates for Advisor by reaching out to faculty with relevant teaching or research experience in areas related to the purpose of the Scarlet Policy Circle. The President shall appoint or reappoint the Advisor by a two-thirds majority of the Executive Board.

#### Section D. Advisor Removal

An Advisor may be removed by unanimous vote of Executive Board members, or by all Executive Board members besides the President. Grounds for removal include failure to discharge the duties of Advisor, actions which damage by association the reputation of the organization, or actions taken contrary to the

success of the organization. If an Advisor leaves Ohio State or otherwise becomes ineligible under the eligibility requirements, he/she shall automatically be removed from the position of Advisor.

## ARTICLE VI. ORGANIZATION LEADERSHIP

### Section A. Officer Positions

The Executive Board will be comprised of current members of the organization. Current roles for Executive Board members are outlined below.

The President shall plan and preside over general body meetings and other Scarlet Policy Circle events on behalf of the Executive Board and membership as a whole. The President will have the final say in matters including but not limited to speakers, topics for discussion, and dates of events, and shall mediate discussion on the Executive Board when there is not consensus. The President shall assist the Social Media Liaison, Secretary, and other outward-facing positions in performing their tasks in such a manner as to properly represent the organization. The President serves as the Primary Leader of the organization.

The Vice President will work with and advise the President, and will support the President in discharging his or her constitutional duties. The President may formally designate tasks to the Vice President as he or she deems necessary and proper. The Vice President shall serve as Secondary Leader of the organization.

The Treasurer will oversee all financial matters including keeping track of receipts for reimbursement, acquiring refreshments for events, and handling any other logistical matters in regard to events or meetings.

The Social Media Liaison will oversee the creation and maintenance of social media accounts representing the organization. The Social Media Liaison will post on these accounts to recruit members, advertise the organization, and provide updates on events.

The Secretary will be responsible for securing venues, negotiating with OSU staff to coordinate events, reaching out to other groups on campus to co-host or co-sponsor events, and administering voting procedures.

The President may create Executive Board positions at any time by two-thirds vote of the Executive Board. The President may remove positions from the Executive Board by unanimous vote of Executive Board members.

### Section B. Officer Eligibility

All members of the Executive Board shall be enrolled full-time at Ohio State and in good standing with the university. Executive Board members must also meet Scarlet Policy Circle membership requirements.

#### Section C. Officer Selection Process

Elections for Executive Board positions shall be held at the final Executive Board meeting of the autumn semester. Candidates may nominate themselves or be nominated by other members. Positions shall be voted on in the following order: President, Vice President, Treasurer, Secretary, Social Media Liaison, Reading Cohort Coordinator. Prior to voting, candidates may briefly speak to why they should be chosen for their position and may use visual aids to support their address. Individuals in attendance will then have the opportunity to ask the candidates questions. Each member present at the meeting will be allotted one vote for each position, and the candidate with a majority or plurality of votes shall be elected to the position. In the event two or more candidates are tied, when more than two candidates are running for the position, a runoff election shall immediately be held. If the two candidates are the only ones running for the position, or if two candidates remain tied after a runoff election, the Secretary shall publicly flip a coin.

Terms for Executive Board members shall last until the next regular Executive Board election. Officers who are not reelected (except those who resign or are removed) may continue to serve in an *emeritus* or advisory capacity.

#### Section D. Officer Removal Process

Any Executive Board member may initiate impeachment proceedings against any Executive Board member. That member shall be impeached and removed from their position on the Executive Board by a unanimous vote of approval from the Executive Board (excluding the member who is being impeached). Grounds for impeachment shall include failure to discharge the enumerated responsibilities of the position, actions contrary to the mission of the Scarlet Policy Circle, and conduct unbecoming a Scarlet Policy Circle member. An Executive Board member shall be removed when an Executive Board member is impeached and removed from the Executive Board, or when an Executive Board member resigns, the President shall name a member of the organization in good standing to serve in the interim period. If the President is impeached and removed from the Executive Board, the Vice President shall serve as interim President. The President or interim President shall schedule a special election, to be held at a general body meeting, as he or she deems appropriate, but shall do so no later than the end of the semester.

## ARTICLE VII. DISSOLUTION

### Section A. Dissolution Requirements

The President may dissolve the Scarlet Policy Circle by a unanimous vote of approval from the Executive Board.

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

Dissolution shall be conducted by the Treasurer, with the oversight of the President and Vice President. All debts owed by the Scarlet Policy Circle at the time of dissolution should be financed with remaining assets whenever possible. All remaining assets and debts will be the financial responsibility of the Treasurer. Under no circumstances may debts be left to The Ohio State University or its entities.

## ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Amendments to the Constitution may be approved by two-thirds vote of the Executive Board or three-fourths vote of all voting members of the organization. Once an amendment is approved, it is the responsibility of the President to submit the amended Constitution within 30 days of approval.