

Camp Kesem At The Ohio State University

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Camp Kesem at The Ohio State University

ARTICLE II. ORGANIZATION PURPOSE

The purpose of Camp Kesem at The Ohio State University is two-fold:

1. To provide the often-overlooked population of children affected by a parent's cancer a year-long support system and week-long free summer camp
2. To allow college students to channel their passion for making a difference, while developing critical leadership skills for long term social impact

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Camp Kesem at The Ohio State University *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

Camp Kesem at The Ohio State University *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

Camp Kesem at The Ohio State University *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 and Timeline

All members of Kesem must be currently enrolled students of The Ohio State University. No member or potential member in Kesem at The Ohio State University shall be discriminated against by any means, including but not limited to, race, color, religion, national origin, age, disability, sexual orientation, familial status, etc., following Title IX of the Education Amendments of 1972.

Section B. Member Selection

Membership is open to all undergraduate, graduate, and professional students at The Ohio State University. As long as members remain at the University, attend at least one meeting, and join the chapter GroupMe.

Section C. Membership Timeline

The dates, times and frequencies of general organizational meetings will be decided by the organization's executive board at the beginning of each academic semester, and this information will be made available to all current members of the organization at that time.

Section D. Member Removal

Member removal shall occur when the member no longer meets certain standards and do not conduct themselves in a way that reflects well on the organization. In the event that a member or leader does not meet those expectations, the member shall come under review by the executive board members, the advisor and the Kesem National office in that order. There shall be probationary period, where the member's behavior is under review and then the member shall either be reinstated or asked to leave the organization. Members may not be dismissed based on reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The organization shall have an Advisory Board composed of full-time University faculty, Administrative & Professional staff, or community members. The

Advisory Board will be responsible for guiding the direction and activities of the organization, especially the planning of major events.

Section B. Advisor Term

The advisor will serve for one full term before he or she may resign. If there are extenuating circumstances and good reason then the advisor may resign before the completion of one full term. The advisor may serve for as long as he or she is a part of the faculty or staff at The Ohio State University so long as there is a renewed agreement between both the advisor and president at the beginning of each new term. If the current advisor chooses not to continue due to other affairs or if the advisor no longer has the organization's best interest in mind or fails to support the organization, then the current advisor may be asked to step down and a new advisor must be selected. Officers and members may nominate faculty or staff members after which officers will choose whom to ask.

Section C. Advisor Selection

Advisors must be a member of the faculty or staff at The Ohio State University. Any member may nominate or suggest a potential advisor through a nomination form to be taken into consideration by the President and Treasurer. Final decisions must be unanimous between Treasurer and President. There may also be unofficial advisors who may have similar responsibilities as the official advisor and will serve as another contact for advice. The advisor(s) should want to see each excursion become as successful as possible and must attend as many general body meetings as possible, with attendance at least one meeting a month being mandatory. Should there be multiple advisors, each one will be the new point of contact if the other is unable to help at that time. The advisor should provide helpful and insightful advice in any situation to any member of the organization when able. The advisor should suggest other university professionals, community members, and students who might serve the organization well and be of some help. The advisor should also facilitate the officers in their needs to organize meetings, gather materials for, and spread the word about The Ohio State University chapter of Kesem. The advisor should strive to work peacefully alongside the student members of this organization and utilize his or her unique expertise and standing in the community to aid the organization in achieving successful outcomes. Additionally the advisor may be asked to help decide applicants to officer, coordinator, committee member, and counselor positions.

Section D. Advisor Replacement

If the current advisor chooses not to continue due to other affairs or if the advisor no longer has the organization's best interest in mind or fails to support the organization, then the current advisor may be asked to step down and a new advisor must be selected. This replacement process will follow the selection process detailed in Section C.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

The President is the executive administrative, presiding, and reporting officer. As chief executive, the President will supervise the chapter's affairs and activities, communicate within the organization and with advisors, involving the membership by delegating specific tasks, overseeing all the committees and assessing the overall success of the group. The President must be one of the Directors. The President will be the chief student organization liaison between the national organization and the local chapter. The President and Director will serve for one full school year including consecutive summer, fall, and spring semesters. After one full year, his or her term is over and there will either be a new President and Director or the current

one must be re-elected.

The Vice President will serve as the organization's second in command and will serve in place of the President should he or she be absent at any time. The Vice President must apply for the second director position and be the other point of contact between the national organization and the local chapter. The VP aids the President in any endeavors and also oversees all the committees. The Vice President and Director will serve for one full school year including the summer, fall, and spring semesters. After one full year, his or her term is over and there will either be a new Vice President and Director or the current one must be re-elected.

The Treasurer is responsible for managing chapter finances. The Treasurer will work with both the Development and Operations committees to ensure there is a fundraising and budget plan. The Treasurer will be solely responsible for depositing money, thank you notes, chapter spending, and reimbursement. After one full year, his or her term is over and there will either be a new Treasurer or the current one must be re-elected.

Section B. Officer Eligibility

Officers will be matriculating students currently enrolled at The Ohio State University, maintain a 2.3 cumulative GPA, and be in good standing with their college. Officers may not be on judicial or academic probation. Officers may not have a grade point average below 2.3 for more than one semester. Officers who do not meet eligibility requirements must relinquish their position immediately upon notification from the University that they do not meet the eligibility requirements. Ineligible officers will be replaced according to this constitution.

Section C. Officer Selection Process

The officers of each year shall be selected through an application process. In the spring, members will submit applications ranking desired executive positions to the current executive board. The Co-Directors will review the applications, hold interviews, and appoint the following year's executive board via unanimous vote. Executive positions may be held for more than one year successively, but re-applying and re-interviewing is required.

Section D. Officer Removal

In the event that a member or leader does not meet the officer's expectations, the executive board member shall come under review by the remaining executive board members, the university advisor and the Kesem National office in that order. There shall be a probationary period, where the officer's behavior is under review and then the officer shall either be reinstated or asked to leave the organization via unanimous approval. Officers may not be dismissed based on reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

Inactivation of Kesem at The Ohio State University will be decided by Kesem National.

Section B. Dissolution Procedures, including Assets and Debts

If Kesem at The Ohio State University should be inactivated, a meeting between the national board of directors, advisory board, and executive board shall be held. The current president and vice president will oversee dissolution procedures of alerting members and distributing charges. There will be concurrent meetings between the three parties previously mentioned to ensure majority vote for continuation. Under no circumstances shall the organization leave debts or unpaid financial obligations to The Ohio State University or its entities. If all debts are satisfied and funds remain they shall then be distributed in accordance with the Kesem National asset policy. The total amount of money in the Kesem National bank account will be appropriately disposed of to Kesem National. All accounts, financial records, and transactions of the organization are subjected to audit or review by the Dean of Students Office at their discretion.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Proposed amendments to the organization's constitution should be submitted in writing to the officers of the organization. The proposal shall be read at the next general meeting and all members present shall have the opportunity to comment