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**STUDENT ORGANIZATION CONSTITUTION GUIDE
2025-2026**

ARTICLE I. NAME OF ORGANIZATION

The name of this organization is “Omega Gamma at The Ohio State University”

ARTICLE II. ORGANIZATION PURPOSE

The Omega Gamma Fraternity at the Ohio State University hopes to encourage and facilitate a welcoming, unbiased social interaction between unique individuals as well as help the community through mental health related service events designed to bring said individuals together in diverse unity.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

The Omega Gamma Fraternity 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 these guidelines.

Section B. Hazing

The Omega Gamma Fraternity 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

The Omega Gamma Fraternity 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 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

Any student currently enrolled at The Ohio State University (Columbus-Main Campus) is eligible for membership and may hold office only while enrolled at the university. Membership is open to students of any major and of any year. The only individuals who do not have to be enrolled at The Ohio State University to participate in Omega Gamma are advisors or co-advisors; however, they do need to be employed or affiliated by the university in some capacity.

Rules Regarding Eligibility:

- The criteria must not violate any protected classes from Article III.¹
- No student shall be excluded from full membership on the basis of sex, unless the student organization is exempt under Title IX of the Education Amendments of 1972. Only social fraternities and sororities recognized by the Office of Sorority and Fraternity Life may limit membership based on sex. Sports Clubs registered with the Department of Recreational Sports may limit membership based on sex if the primary purpose of the organization is to engage in sports in which the major purpose or activity involves bodily contact. No other organizations may limit membership based on sex.
- 90% of the voting membership must be currently enrolled Columbus campus Ohio State students. Faculty, staff, alumni, and the partners of students, faculty, staff, and alumni of Ohio State may participate in the activities and programs of student organizations as associate members but may not comprise more than 10% of the total membership.²

Section B. Member Selection

Describe the process by which non-members become members. A process has specific, actionable steps that non-members can take to become members.

Students can become members of Omega Gamma by submitting an application to the organization at the beginning of the semester. Once this application is reviewed and approved by the Recruitment and Family chair, they will be invited to begin attending bi-weekly chapter meetings. Members are required to participate in at least 4 hours of community service per semester, as well as to pay dues which may fluctuate year to year based on the number of social events, philanthropy events, chapter meetings, members, and disclosed events of Omega Gamma coordinated by the executive board. The treasurer of the fraternity will keep these events and the budget made by the executive board on record for monetary and financial records. Dues will be established prior to the start of recruiting events to inform potential new members.

Rules Regarding Membership:

- Participation in Omega Gamma is voluntary. All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

Section C. Membership Timeline

- Applications to apply to join Omega Gamma will open during the first week of every semester. Specific application questions are subject to change, but their purpose will be to get a sense of a potential new member's interest in community service, mental health advocacy, and in fostering a welcoming and open-minded environment on Ohio State's campus.
- Before applications close, the Recruitment and Family Chair will be responsible for hosting at least one "meet and greet" event on campus, allowing new members to learn more about the organization and its values before joining. Applications will close no later than the fourth week of the semester.
- No more than a week after the application deadline, applications will be reviewed by the Recruitment and Family Chair, and invitations will be sent out via email to join the organization.

Section D. Member Removal

If a member participates in actions that are detrimental to the functionality and purpose of Omega Gamma, violates the Code of Student Conduct, university policy, or federal, state, or local laws, said member can be suspended or removed through a majority vote conducted by the officers, executive board, and advisor(s). If this occurs, it is the duty of the organization's president to bring the situation to the attention of the organization's advisor. Before a member is terminated from membership of Omega Gamma, they are to be notified in writing of their charges, and then are granted a meeting with officers, the executive board, and advisor(s) to explain the circumstances leading up to their removal or to voice their opinion on the matter (whether that be to claim ownership or deny the detrimental behavior of which they were accused). At the conclusion of this meeting, a vote will be held among present members of the executive board, with executive board members either voting for or against removal of the member from Omega Gamma. Membership termination will require two-thirds of the vote to proceed.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The student organization advisor shall serve as a resource person providing advisory support to officers and members and may not vote or hold office in the organization.

Primary 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

Office of Student Life Guidance on the Advisor Role:

- Advisors should ensure that the student organization remains controlled and directed by its student leaders in accordance with the organization's constitution
- Advisors should provide organizational continuity support such as:

- Facilitating officer transition activities
- Providing historical context for the organization
- Advisors should support the organization's holistic organization development by:
 - Meeting individually with and mentoring organization leaders and members
 - Mediating inter-personal conflict
- Advisors should provide guidance and support on the organization's operational needs by:
 - Attending organization meetings and events
 - Submitting requests for university email services and other technology
 - Consulting on the organization's budget
 - Assisting with interpreting university policies and processes for student organizations
 - Sharing university information with members
 - Reviewing organizational communications for professionalism
 - Assisting with the regular review of the student organization's purpose statement and governing documents to ensure they are current and appropriately reflect the organization's purpose goals and relationship with the department / unit where applicable
- Advisors are not authorized to:
 - Make statements on behalf of The Ohio State University
 - Make decisions on behalf of the student organization

Section B. Advisor Term

An advisor will serve a one-year term with the opportunity to be reappointed. The advisor may serve as many consecutive terms as they wish, so long as they continue to fulfill their responsibilities.

Section C. Advisor Selection

An advisor may have formal connections to the organization through a direct appointment or partnership with a campus department, though it is not required. State the eligibility and selection process for the advisor role.

Rules Regarding Advisor Selection:

- The Primary Advisor must be a member of the faculty or administrative and professional staff selected by the student organization.
- Classified civil service employees, graduate administrative associates, and emeritus and retired faculty/staff may serve as co-advisors, but the primary faculty/staff advisor must complete the certification process for the organization to be registered.
- Advisors should not be on extended leave without mutually agreed upon contingency plans to provide for the organization's needs during their absence. This can come in the form of regular communication during the leave or bringing on a co-advisor.
- When a new advisor needs to be selected, it is the role of the president to find a candidate. Once they do, the exec board will meet, and a 2/3 majority vote will be needed to confirm the candidate as the new advisor.

Section D. Advisor Replacement

It is the duty of the organization's current president to seek out and select a new advisor should the previous advisor step down from the role. To avoid gaps in leadership, newly elected presidents should seek to contact the primary advisor during the summer semester after they are elected and inquire about the current advisor's intentions to either continue or leave the position. If the advisor is not fulfilling their role, the

executive board may meet and hold a vote to replace them. A 2/3 majority for the vote is required for replacement.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

Primary Leader (President): The president's responsibilities include running chapter meetings, enforcing the rules of Omega Gamma's constitution as well as the Ohio State University Student Conduct Policies, running the organization and maintenance of the organization (i.e. coordinating with other student organizations, holding meetings with members and the executive board if necessary), and promoting the fundamentals of the organization by acting as the executive face of Omega Gamma. The president's term will last one academic year (defined by the school year of August to May, the summer should be used to coordinate with the incoming president for a smooth transition if there is a change in leadership), but he/she/they can be reelected to hold a total of two terms maximum. The president is elected by the executive board and general member body as a whole; the president for the next academic year is elected during the previous academic year (i.e. the current membership body votes for the next academic year's president). The president will be elected by a 2/3 majority. If no candidate has at least 2/3 of the votes, then the top two candidates will be in the running. A revote will occur and whichever candidate reaches at least 60% of the votes will become president.

Secondary Leader (Vice President): The vice president's responsibilities include helping the president manage day-to-day tasks such as running chapter meetings, taking attendance, enforcing Student Conduct Policies and Omega Gamma rules, and daily functionality-related tasks (whereas the president deals with larger, broader tasks that affect the organization as a whole instead of just individual members). The vice president's term will last one academic year (defined by the school year of August to May, the summer should be used to coordinate with the incoming vice president for a smooth transition if there is a change in leadership); the vice president can hold a total of two terms maximum. The vice president is elected by the executive board and general member body as a whole.; the current membership body votes for the next academic year's vice president). The election will be based on nominations from any member (excluding advisors/co-advisors) of Omega Gamma, and a simple majority elects them.

Treasurer: The treasurer's responsibilities include making, completing, and updating any influx or outflow of monetary value through Omega Gamma, including member dues, fundraising, expenses, etc. They are also responsible for collecting member dues. They should be able to accurately maintain viable accounts of any financial transactions pertaining to Omega Gamma and abide by all Ohio State University financial rules and policies. The treasurer is elected by the executive board and general member body as a whole.

Recruitment Chair: The Recruitment Chair is responsible for recruiting potential new members to rush Omega Gamma by posting flyers, emailing students interested in rushing, speaking at classes or student organizations [that allow an Omega Gamma representative to speak]. They are also responsible for formulating application questions, planning potential new member meet-and-greets, interview questions, and running these events. The term of Recruitment Chair is one academic year (defined by the school year of August to May, the summer should be used to coordinate with the incoming vice president of recruitment for a smooth transition between leadership changes). The Recruitment Chair is elected by the executive board and general member body as a whole.

Social Chair: The Social Chair's responsibilities include planning and coordinating events for Omega Gamma, such as socials, guest speakers, fellowship events, and organization excursions. They are tasked with coordinating the necessary businesses and resources needed to host these events. It is also their responsibility to inform members of the events they coordinate and talk with their constituents about what kind of events are desired by the membership of Omega Gamma. The Social Chair is elected by the executive board and general member body as a whole.

Social Media Chair: The Social Media Chair is responsible for creating transparency for Omega Gamma so that its members and the community can see what Omega Gamma stands for, what it is doing to aid the community, what is going on within the organization (i.e. leadership, elections, events, etc.), and how to get in contact with the club. The chair should consistently update social media regarding upcoming events, acknowledging new leadership, highlighting member accomplishments, and philanthropy-related information. This chair is also responsible for taking pictures at events, as well as prompting members for pictures they took at events for advertising purposes. The Social Media Chair should have professional, timely, and personable skills in order to hold the position. The Social Media Chair is elected by the executive board and general member body as a whole.

Philanthropy Chair: The Philanthropy Chair is responsible for coordinating with the chosen philanthropies for the organization to ensure a line of communication for the distribution of funds and information. They are also in charge of creating philanthropy events through Omega Gamma. This includes creating themes, acquiring the necessary materials and venues, and propagating the information for the philanthropy event to the executive board, general members, and community of the Ohio State University. The chair is elected by the executive board and general member body as a whole.

Mental Health & DEI Chair: The Mental Health & DEI Chair is responsible for coordinating mental health activities for the good of the whole organization, as well as creating and upholding a space of diversity, equity, and inclusion amongst the organization. This chair also creates a mental health activity for each chapter meeting (i.e. asking the group about their week/day, how they deal with stress, self-care strategies, etc.). The Mental Health Chair is also one of the main lines of access for members to contact regarding mental health concerns by providing campus/community resources and personal support. This chair is consulted on matters regarding diversity and conflicts amongst members, should they arise. The Mental Health & DEI chair is elected by the executive board and general member body as a whole.

Merchandise and Design Chair: The Merchandise and Design Chair is responsible for creating designs to be used on flyers, merchandise, and social media posts. They oversee working with the treasurer to assess the budget when ordering merchandise and oversee the distribution of merchandise to members. The Merchandise and Design Chair is elected by the executive board and general member body as a whole.

Section B. Officer Eligibility

Describe the criteria by which a member is eligible to assume an officer position.

Rules Regarding Officer Eligibility:

- The criteria must not violate any clauses in Article III or IV.¹
- Officers must be current students at The Ohio State University
- Officers must be in good standing with the organization. They must be caught up on their service hours and dues to be eligible to run for a position.

Section C. Officer Selection Process

Describe the process by which officers are selected and how selection is determined.

- Officer elections for the following year will be held at the end of Spring semester each year. An interested general body member is encouraged to run for a position provided that they are in good standing with the organization.
- For each position, interested members will have 2 minutes to present a slide about themselves and their interest in the position. After each member has presented, the current president will oversee the collection of votes through a google form. Votes will remain anonymous. Current officers and leaders will receive 2 votes while general body members will receive one vote in order to ensure a smooth transition of leadership.
- For each officer position, the candidate who receives the majority (over 50%) of the votes will be elected. For the position of president, a 2/3 majority is required for election.
- In the event of a tie, additional re-votes may occur until a candidate gains the majority needed for election.

Section D. Officer Removal

Leader Dismissal: If the president explicitly and unequivocally violates the values of Omega Gamma and/or puts the reputation of the organization at risk, this is grounds for dismissal. If the individual violates the Student Conduct Policies at The Ohio State University, the Constitution of Omega Gamma, or state or federal laws, then they can be subject to impeachment. If the individual cannot complete their responsibilities and therefore affect the organizations as a whole because of their positional neglect, they can be dismissed. The executive board must conduct an investigation into the alleged violations and if there is enough evidence, then the executive board will have a trial. In said trial the individual will have a chance to voice their own recount of the incident, and the executive board will vote on the dismissal of the executive member as they see fit. There must be a 2/3 majority in order to oust the president. If the president is dismissed, the vice president will take over their roles and responsibilities for the remainder of the term.

Secondary Leader Dismissal: If the vice president explicitly and unequivocally violates the values of Omega Gamma and/or puts the reputation of the organization at risk, this is grounds for dismissal. If the individual violates the Student Conduct Policies at The Ohio State University, the Constitution of Omega Gamma, or state or federal laws, then they can be subject to impeachment. If the individual cannot complete their responsibilities and therefore affects the organizations as a whole because of their positional neglect, they can be dismissed. The executive board must conduct an investigation into the alleged violations and if there is enough evidence, then the executive board will have a trial. In said trial the individual will have a chance to voice their own recount of the incident, and the executive board will vote on the dismissal of the executive member as they see fit. There must be a 2/3 majority in order to oust the vice president.

Other Executive Members/Officers: If the individual explicitly and unequivocally violates the values of Omega Gamma and/or puts the reputation of the organization at risk, this is grounds for dismissal. If the individual violates the Student Conduct Policies at The Ohio State University, the Constitution of Omega Gamma, or state or federal laws, then they can be subject to impeachment. If the individual cannot complete their

responsibilities and therefore affects the organizations as a whole because of their positional neglect, they can be dismissed. If the individual misses 3-chapter meetings in a semester without submitting excused absence forms, then that is grounds for dismissal. The executive board must conduct an investigation into the alleged violations and if there is enough evidence, then the executive board will have a trial. In said trial the individual will have a chance to voice their own recount of the incident, and the executive board will vote on the dismissal of the executive member as they see fit. There must be a 2/3 majority to oust the officer.

Officer Vacancies: Should there be a vacancy in an officer position (due to officer resignation, ineligibility, etc.) an election may be held mid-year at the discretion of the president. This election will follow the same rules and standards as the annual spring election.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

- Should future members of Omega Gamma at Ohio State University decide that the organization should be dissolved, a vote will be held among all officers and leaders. If more than 2/3 of the leadership vote in favor of dissolution, the procedures for dissolution will be enacted.

Section B. Dissolution Procedures, including Assets and Debts

Describe what happens if, at the time of proposed dissolution, any organization assets and/or debts exist, the appropriate means for disposing of these assets and/or debts.

Rules Regarding Dissolution:

- In the event of dissolution, Omega Gamma at the Ohio State University will not leave debts to The Ohio State University or its entities.
- At the time of dissolution, any remaining assets in the organization treasury will be utilized to pay existing debts. It is the responsibility of the acting treasurer to ensure these debts are paid.
- Should additional assets exist after the dissolution of the organization, these assets should be donated to AFSP.

ARTICLE VIII: CONSTITUTIONAL AMENDMENTS

Rules Regarding Constitutional Amendments:

- Should the organization transition leadership or wish to amend the constitution in between registration cycles, the articles set forth in this document will remain in place until a new constitution is provided to the Ohio Union and Student Activities Department and is approved.
- Submission for approval of an amended constitution should occur within 30 days of the amendments.
- Officers and Primary Leaders may propose amendments and changes to this constitution. Should an amendment or change be proposed, the executive board will meet to discuss the amendment. The amendment will require a 2/3 majority vote to be adopted into the constitution.