

ARTICLE I. Ratio Christi

We are affiliated with the national apologetics & evangelism organization Ratio Christi. Ratio Christi will be affiliated with/referred to as the abbreviation “RC” in the remainder of this document.

ARTICLE II. ORGANIZATION PURPOSE

Ratio Christi is an organization whose purpose is to help provide information about the need for Christian apologetics. Ratio Christi will meet this objective by offering written information, holding meetings, and by having a representative available to answer questions.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Ratio Christi 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

Ratio Christi 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

Ratio Christi 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

Voting membership should be defined as limited to currently enrolled Ohio State students. Others such as faculty, alumni, professionals, etc. are encouraged to become members but as non-voting associate or honorary members.

Section B. Member Selection

Anyone may become a member of RC upon contacting a student officer and/or advisor to express interest in becoming a member, which may take the form of reaching out in-person at group meetings, contacting said officer and/or member remotely via email, or filling out an interest form at events on campus. They will subsequently be added to the RC student organization group chat.

RC charges no dues for membership, and members are free to leave or rejoin the group at any time. The process for leaving or rejoining RC is the same as being initially admitted; the member leaving or rejoining the organization must contact a student officer and/or advisor to update the status of their membership with RC.

Section C. Membership Timeline

Anyone may become a member of RC at any time of year, if they have contacted a student officer and/or advisor to express interest in becoming a member. RC's membership roster will be formally updated within two weeks of the start of each academic semester.

Section D. Member Removal

If a member 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 may be removed through a majority vote of the officers in consultation with the organization's advisor.

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 board of student officers, in consultation with the organization's advisor, may vote to temporarily suspend a member.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

- Acts as the liaison between the Student Organization and the University
- The advisor of Ratio Christi is expected to be available to conduct general meetings that discuss the progress and changes within the student organization.
- The advisor (primary advisor, should RC have multiple advisors) will be responsible for completing advisor training every two years, completing the anti-hazing training module, submitting online approval of RC's registration and goals every academic year, and submitting online approval of any Council on Student Affairs (CSA) Operating or Programming funds requests initiated by the organization's treasurer.
- Alongside the student officer board, the advisor(s) has/have responsibility for:
 - Writing the student organization's constitution and bylaws;
 - Amending the student organization's constitution and bylaws;
 - Determining membership requirements for the student organization;
 - Establishing roles and responsibilities of the officers;
 - Developing and administering the student organization budget;
 - Holding regular officer and membership meetings to conduct student organization business;

- o Leading and organizing student organization programs (i.e. Bible study, book study, etc.)
- o Fundraising and Travel planning
- o Recruiting new members
- o Ensuring student officer(s) and/or advisor(s) compliance with applicable laws, regulations, university rules, policies, and guidelines, and filing relevant reporting obligations should noncompliance to the aforementioned criteria arise
- o Representing Ratio Christi to the university and larger community

Section B. Advisor Term

Any/all advisors of Ratio Christi must be full-time members or Administrative & Professional staff. The responsibilities of Ratio Christi's advisor will be to oversee the progress of Ratio Christi on a semester basis. Advisor terms are by default indefinite, pending student officer board review at the end of each spring semester

Section C. Advisor Selection

The head advisor of Ratio Christi is selected by the national organization director. Peripheral advisors are to be selected by the vote of the student officer board and advisor(s).

Section D. Advisor Replacement

Any selected advisor of the chapter may be removed from their position for cause. 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. The student officer board may act for removal upon a majority affirmative vote.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

Provide a list of all available officer positions and the general duties of each officer position. Detailed descriptions of daily responsibilities, transition requirements, and other specific duties can be outlined in your bylaws.

Anyone running for or occupying an office must be currently enrolled as a full-time student of The Ohio State University. Candidates must be familiar with the Ratio Christi mission and vision statements and affirmed by the director.

Primary Leader (President)

The President is the primary student contact for the student organization and the "external spokesperson" of the group. He or she is the liaison between the student organization and the advisor and other University or community contacts. The responsibilities of this position tend to include but are not limited to:

- Supervising all student organization meetings;
- Overseeing the process of student organization event planning;
- Overseeing all student organization purchase requests;
- Overseeing all student organization programs;

- Maintaining a current list of contact information of the student organization officers, advisor, and members;
- Serves as the primary point of contact for the primary advisor;
- Administers Mid-Semester and End of Semester surveys;
- Coordinates student organization elections and oversees transition of offices;

Secondary Leader (Vice President)

The Vice President should maintain continuous contact with the President. The Vice President must be up-to-date on all student organization communication and events. The responsibilities of the Vice President include but are not limited to:

- Supervising student organization meetings in the absence of the President;
- Assisting the President with the oversight of the student organization including fundraising, event planning, etc.;
- Maintaining a current accounting of the student organization's financial status including income and expenses;
- Scheduling locations for meetings and events;
- Coordinating student organization fundraising efforts with the Treasurer;

Treasurer

The treasurer should keep the officers and members informed about the student organization's financial activities. The responsibilities of the treasurer include but are not limited to:

- Preparing the annual student organization budget;
- Monitoring the student organization's budget;
- Taking part in the Ad-Hoc process when applicable;
- Completing an end of semester financial report for the student organization;
- Tending to the status of all purchase requests;
- Collecting funds and depositing to the student organization's account;
- Paying any bills;
- Keeping a record of all transactions, i.e. deposits, checks and adjusting entries

Section B. Officer Eligibility

Any member of RC currently enrolled at OSU is eligible to be a student officer, pending approval from extant student officer(s) and advisor(s), and having secured a popular vote from members of RC currently enrolled at OSU.

Section C. Officer Selection Process

RC student officer(s) and advisor(s) will put current openings in student officer body up to popular vote at meeting(s) at the end of the spring semester.

Section D. Officer Removal

Any selected officer of the chapter may be removed from their position for cause. 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. The student officer board

may act for removal upon a majority affirmative vote of the executive board in consultation with the organization's advisor.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

The organization shall be dissolved if at some point it contains fewer than the minimum number of student members willing and able to fulfill all necessary positions within the student officer board (i.e. fewer than three student members) at the end of the academic year. The process of dissolution shall be a general meeting of all members, extant members of the student officer board, and advisor(s) at the end of the academic year, where the organization's dissolution shall be formally declared.

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.

Ratio Christi receives full funding for its activities, events, etc. at The Ohio State University from the national organization in which it has membership, and does not take on debt/expenses from The Ohio State University. Should the organization be dissolved, any organization assets will be surrendered to the possession of the directorship of the national organization Ratio Christi, to be distributed/liquidated/etc. at the discretion of the directorship.

ARTICLE VIII: CONSTITUTIONAL AMENDMENTS

Any member of RC currently enrolled at The Ohio State University may propose an amendment at a general meeting. All proposed amendments will be in writing and will not be acted upon until there are votes taken at a general meeting; amendments will be ratified into the RC constitution pending approval by a 2/3 majority of general voting membership (i.e. members of RC currently enrolled as students at The Ohio State University not currently serving on the student officer board) and a 2/3 majority of the student officer board and advisor(s). The constitution should not be amended frequently, or easily. 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, which shall be submitted within thirty days of the ratified amendment(s) proposed.