

OhioMOD Biomolecular Design Team

STUDENT ORGANIZATION CONSTITUTION

ARTICLE I. NAME OF ORGANIZATION

OhioMOD Biomolecular Design Team

ARTICLE II ORGANIZATION PURPOSE

OhioMod is dedicated to empowering undergraduate students by providing hands-on research experiences in the field of biomolecular design. Our mission is to cultivate curiosity, foster skill development, and inspire the next generation of innovators by connecting students with opportunities to explore and contribute to cutting-edge research. Through mentorship, collaboration, and project-based learning, OhioMod aims to build a supportive community that advances both individual growth and the broader field of biomolecular science.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

OhioMOD Biomolecular Design Team 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

OhioMOD Biomolecular Design Team 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

OhioMOD Biomolecular Design Team 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

Membership in this organization is open to any person who is a registered student at The Ohio State University, regardless of race, gender, sexual orientation, or religion, interested in bio-molecular design. To gain membership into OhioMOD Biomolecular Design Team you must complete all required online lab training courses required by The Ohio State University for BS1 level wet lab work.. Dues are to be used to pay for trip expenses to the International Bio-Molecular Design competition by attending students. Dues determined on an annual basis.

Section B. Member Selection

All members are selected based on an interest form filled out prior to joining the organization. Interest forms will be reviewed by the Leadership Team and/or advisors. The interest form will ask prospective members about their basic information and confirm their interest in the organization. Prospective members can be referred by professors, fellow members, leaders of extracurricular organizations, and university leadership of student offices. Referred members will still submit an interest form for acceptance into the organization.

Section C. Membership Timeline

The timeline for becoming a member occurs at the beginning of fall and spring semester and is on a rolling basis if student expresses interest to a current officer of OhioMOD Biomolecular Design Team.

Section D. Membership Removal

Any officer and member can be removed from the program due to lack of interest in the program,. The removal of members will be at the discretion of the presidents with permission from organization advisors. The process will begin by informing the party up for removal via email and they will be offered an opportunity to meet with the current president to discuss any unknown circumstances that lead to their lack of interest in the program. The president will relay this information to the advisors of the organization where a final decision on removal of a member will be made. If member is determined to be in need of removal, the president will notify the removed party and remove them from all organization communications.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The advisor must be a member of the University faculty or Administrative and Professional staff. Advisor is responsible for signing or approving any measures that require an advisor, while also providing guidance to the organization. The advisor must have connections to a current research lab on The Ohio State University campus willing to allow undergraduate students to receive training in biomolecular design. Advisor will facilitate elections and voting with previous Leadership Team. The advisor will also provide a schedule of events and complete any required trainings in a timely fashion.

Section B. Advisor Term

Once selected advisors must serve for 2 years with reselection allowed.

Section C. Advisor Selection

New advisors will be selected by the current leadership team. To be considered for the advisor position, the applicant must have connections to an on-campus Ohio State University Research lab that focuses on biomolecular design. An advisor who has previously served and is up for reelection must only discuss reselection with the President.

Section D. Advisor Replacement

In the instance that the current advisor must be replaced, the President will reach out to personal investigators for research laboratories on the Ohio State University campus who's lab focuses on biomolecular design. They will discuss potential candidates with the leadership team and will then formally invite the chosen staff member to advise the OhioMOD Biomolecular Design Team.

ARTICLE VI. ORGANIZATION LEADERSHIP.

Section A. Officer Positions

President: The President, as Chief Executive of the organization, shall supervise the organization's affairs and activities. The President is the executive administrative, presiding and reporting officer. The President shall be responsible for public relations, publicity, and promotion of the organization's activities. The President will work closely with the Faculty Advisor. The President is responsible completing annual president training through the Ohio Union, for registering OhioMOD as a student organization with the Ohio Union, for keeping the chapter's information with the Union up to date, coordinating the schedule, and representing him/herself as the president of OhioMOD at all times. The president shall take over any responsibility of unfilled executive officer position.

Treasurer: The Treasurer shall be responsible for the financial records of the organization, for the disbursement of funds at the direction of membership and with the approval of the Faculty Advisor, and for reporting in detail when requested by the membership. Income will be received through income producing functions approved by the membership and Faculty Advisor. The treasurer is responsible for completing annual treasurer training through the Ohio Union, as well as completing any requested audits or fund requests.

Event Coordinator Co-Chairs: The Event Coordinator Co-Chairs will be responsible for brainstorming events, planning trainings, and securing room reservations for all OhioMOD related endeavors.

Recruitment Chair: The recruitment chair must maintain OhioMOD all social media in efforts to recruit new members. They will be in charge of planning for both fall and spring involvement fair which includes but is no limited to , creating posters, pins, and organizing shift schedules.

Fundraising Chair: The Fundraising Chair is responsible for organizing fundraising events and sharing information with the rest of the team.

Section B. Officer Eligibility

Only candidates who are enrolled as an Ohio State University student, completed all required online lab training courses required by The Ohio State University for BS1 level wet lab work, and are willing to contribute to in the annual International Biomolecular Design Competition project are eligible for executive positions.

Section C. Officer Selection Process

Officers are selected via a majority vote, which shall take place during late March to early April during the spring semester. An interest form will be sent out to the general body detailing each available position to determine candidates for each role.

Section D. Officer Removal

If a leadership team member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through the majority vote of the current leadership team and advisor(s). In the event that an officer is removed, any individual apart of the College of Engineering Ambassador Program can run for the vacant position and must receive more than 2/3 of the votes from the general body in the replacement election.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

For the dissolution of the organization to occur, the leadership team and advisors must unanimously vote in favor of the dissolution.

Section B. Dissolution Procedures, including Assets and Debts

Should the OhioMOD Biomolecular Design Team be dissolved, the assets of the organization shall be distributed to the Nanoengineering and Biodesign Laboratory. Once dissolution is agreed upon it is the responsibility of the leadership team to notify every general body member of the organization dissolution.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

The constitution may be amended by anyone in the organization. Amendments must first be presented to the Leadership Team. If approved by the Leadership Team vote, the amendment will then be put to a vote with the general body. At least 50% of the general body must be present for a vote. The amendment will be passed if it is agreed upon by a majority. Upon passage, the amendment should be submitted to the Ohio Union Student Organization website.