

Molecular Genetics Club

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Molecular Genetics Club

ARTICLE II. ORGANIZATION PURPOSE

Molecular Genetics Club provides undergraduate students majoring in the biological sciences or students with an interest in genetics with an opportunity to meet, discuss and learn from experienced researchers, OSU faculty, and professionals working in the field.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Molecular Genetics Club *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

Molecular Genetics Club *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

Molecular Genetics Club *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

1. Membership will be open to all undergraduate students currently enrolled at The Ohio State University. Members can be full or part-time students with undergraduate status.
2. Members who attend one meeting each semester will be deemed voting members for that semester. Voting members are eligible to vote during officer elections in the spring as well as on constitution amendments.
3. Honorary membership can be given to graduate students or faculty as the organization sees fit, although these members will not be voting members.

Section B. Member Selection

1. Membership is open to all Ohio State undergraduate students enrolled with either full or part-time status. Students must be in good academic standing.
2. Prospective members should reach out for club information.
3. Once a student joins the club GroupMe, email list, Carmen page, or attends a meeting they will be deemed a member. They will be a voting member following their attendance at one meeting during the semester.

Section C. Membership Timeline

1. Members are welcome to join at any time during the school year.

Section D. Member Removal

1. If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or that is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, with the consultation of the advisors.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

1. The advisor(s) is responsible for ensuring that the Officers uphold the Constitution. If a conflict arises, it is the advisor's responsibility to provide consultation and help resolve the conflict. The advisor is responsible for their training and meeting with the officers at least one time per semester.

Section B. Advisor Term

1. The advisor's term will last one academic year.

Section C. Advisor Selection

1. The advisor(s) of the club shall be a full-time member of the Ohio State University faculty or Administrative and Professional staff, as well as involved with the Molecular Genetics Department at The Ohio State University

Section D. Advisor Replacement

1. The replacement of the advisor is to the discretion of the officers. If the officers have a majority vote to replace the advisor, then a new advisor will be appointed.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

1. *President*: will preside over and organize meetings, and will facilitate communication between officers, faculty, and club members.

2. *Vice President*: will work with the president in the planning and overseeing of meetings, manage/update the Carmen page, and in case the president is unable to complete their duty, will take the position of president.

3. *Treasurer*: will manage the funds of the club, apply for funding/handle fundraisers, keep records of all monies and audit, and prepare a yearly budget for the club.

4. *Secretary*: will manage correspondence on behalf of the club, keep track of club membership, and maintain relationships with club contacts.

5. *Social Media Manager*: will manage the organization's social media accounts and website, advertise events, create flyers, and assist in communicating with the club.

Section B. Officer Eligibility

1. All voting members are eligible to run for an officer position.

2. Candidates must be an undergraduate student at Ohio State for the entire one-year term.

3. The presidential candidate must have served for a minimum of one semester in another MGC officer position to be eligible to run for the presidency. The treasurer candidate must have been a member of the club for at least one year to be eligible to run for treasurer.

Section C. Officer Selection Process

1. Officer elections (The President, Vice President, Treasurer, Secretary, Social Media Manager) will be held near the end of the spring semester with ample time set aside for the officer transition.

2. Each candidate is eligible to run for up to three positions and may submit a written speech as well as speak during the election meeting during the spring.

3. Voting members will select their preferred candidates anonymously and vote on the officers for the upcoming year. Winners will be selected by a simple majority vote one week following elections.

4. Advisor(s) have access to election data to mitigate foul play. All election disputes should be brought to the advisor(s) for resolution.

5. At a minimum, president and treasurer are required for operation of the club.

6. Elected Officers are expected to attend all meetings and events; however, exceptions may be made on a case-by-case basis, provided the officer notifies the President.

Section D. Officer Removal

1. Should an officer not fulfill their position(s) due to academic, personal, fraudulent, or university regulations, that person shall be relieved of their duties in accordance with the advisor(s) and the majority of the officers. An officer can be reinstated with advisor(s) and majority officer approval.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

1. If the organization should go into debt, or there be a lack of membership, the club can be dissolved at the recommendation of the advisor(s) and a two-thirds majority of members that participate in the dissolution vote

Section B. Dissolution Procedures, including Assets and Debts

1. If the club is dissolved and there are assets left they shall be distributed to the place of origin (example: if the funds came from the university then they should be returned, or if they came from individual members it should be returned to the individuals).

2. If the club is dissolved because of the accumulation of debt, the individuals responsible for the debt shall be required to pay the debt. This shall also be at the discretion of the advisor(s).

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

1. Proposed amendments should be presented in writing, at a meeting of the club. The amendment will be read aloud during the general meeting, then voted upon following the meeting.

2. Once the amendment has been read at one meeting, and then discussed at a second meeting the amendment can be voted upon. Of the members that vote, there must be a two-thirds majority in agreement with the amendment to amend the constitution.