

# **The Touhou Club**

## **Student Organization Constitution**

### **Article I - Name of Organization**

The Touhou Club (TTC)

### **Article II - Organization Purpose**

The Touhou Club provides a recurring, student-led space for fans of the Touhou Project to meet, share, and learn about the franchise's games, music, and fan works. Through regular meetings and campus outreach, the club supports student community-building and aligns with Ohio State's goals for student engagement and cultural enrichment in providing education for citizenship.

### **Article III - University Regulations**

#### **Section A. Harassment and Discrimination, including Sexual Misconduct**

The Touhou 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**

The Touhou 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**

The Touhou 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**

Any student enrolled by The Ohio State University are eligible for general membership into the Touhou Club. Members can vote and run for officer positions.

Non-students are eligible to become members by way of majority voting by the Executive Board. Non-students may include faculty, alumni, professionals, and residents of the city of Columbus.

### **Section B. Member Selection**

Students become members by attending at least one in-person meeting, registering their email address with the club, or joining the Discord server and verify that they are a current student enrolled at The Ohio State University.

### **Section C. Membership Timeline**

The membership process for The Touhou Club shall remain open throughout the calendar year.

### **Section D. Member Removal**

- A. If a member engages in behavior that violates the organization's constitution or bylaws, the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the Executive Board.
- B. If a member engages in behavior that obstructs the purpose of the organization as stated in Article II of this Constitution, the board may issue a warning to the member in an effort to cease further disruption. Failure to comply with such warnings may result in removal under Article IV Section IV(A) of this Constitution.
- C. If the grounds for removal of a member are 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 executive board, in consultation with the advisor, may vote to temporarily suspend a member or executive officer.

## **Article V - Advisor**

### **Section A. Advisor Duties and Responsibilities**

The advisor shall be responsible for completing the required certification every two years and provide guidance to ensure the organization operates in compliance with university policies and procedures.

It is the responsibility of the Executive Board to reach out to the faculty advisor and request assistance as needed.

### **Section B. Advisor Term**

The advisor will serve a term of one academic year, renewable upon mutual agreement between the advisor and the organization. Advisors may serve consecutive terms without limits provided they remain eligible under university requirements.

### **Section C. Advisor Selection**

The Executive Board shall nominate a faculty or staff member of The Ohio State University to serve as advisor. The nomination will be confirmed through a majority vote of the Executive Board.

### **Section D. Advisor Replacement**

In the event an advisor is unable to perform their duties, the Executive Board may appoint a co-advisor to act in their stead until either the advisor is again capable of performing their duties or a replacement is found.

## **Article VI - Organization Leadership**

### **Section A. Officer Positions**

#### **A. President**

- The president oversees creating annual goals, connecting with the advisor, making sure annual registration requirements are met, and finding space for meetings.
- Attending and leading all in-person and virtual events.
- Actively engaging with the Discord server to see that people are following the constitution and bylaws

- Making sure that all financial dues are met on time.
- Effectively communicates the roles and responsibilities of Officers and oversees their positions.
- Prioritizes establishing good connections among Board Members, and ensuring each person is equally contributing to the success of The Touhou Club.
- Completes President Officer Training at Ohio State.

#### **B. Vice President**

- Assumes temporary leadership of the organization when the President is unavailable.
- Attend and help coordinate all in-person and virtual meetings.
- Assist in ensuring that all people are following the constitution and by-laws.
- Assist in recruiting new members.
- Attend all executive officer meetings.

#### **C. Treasurer**

- Manage the organization's bank account.
- Applies for funding and seeks out additional opportunities to gain funding to pay for the club's expenses, and to keep personal expenses at a minimum.
- Helps coordinate and attend all in-person and virtual meetings, including communicating the status of our bank account and facilitating financial efforts on the club's behalf.
- Completes Treasurer Officer Training at Ohio State

### **Section B. Officer Eligibility**

- A. Only active members of the organization may run for executive office during elections.
- B. Members of the organization may only run for a position during elections if they plan on continuing active enrollment as an undergraduate student at The Ohio State University the following academic year.
- C. Members must be in good standing with the university to run for a position during the election process.

### **Section C. Officer Selection Process**

- A. Elections shall be held in the spring, and positions will be assumed at the start of the autumn semester. All active members of the organization may apply for executive office and vote during the election process.

- B. The Executive Board may decide how elections are held. It is recommended that a virtual ballot is held for a set period during which members may cast their votes.
- C. If the position of President, Vice-President, or Treasurer becomes vacant, another elected officer of the board may take their place given a majority vote by the Executive Board. If any positions remain vacant afterwards, the responsibilities of said position can either be split up among the rest of the Executive Board, or a special election may be held to fill in the position by a majority vote of members.

#### **Section D. Officer Removal**

Executive officers of the chapter may be removed from office for sufficient cause. Sufficient cause for removal includes but is not limited to violation of this constitution or bylaws, failure to perform duties, or behavior that is detrimental to the organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws.

Prior to the removal, the Executive Board shall hold a formal hearing. The officer will be given an opportunity to appear at the formal hearing and may present a defense to the charges before action is taken. The Executive Board may act for removal upon a two-thirds affirmative vote in consultation with the advisor.

### **Article VII – Organization Dissolution**

#### **Section A. Dissolution Requirements**

- A. The club may be dissolved at the end of each semester with a two-thirds majority vote by the officers.
- B. If three positions of president, vice president, and treasurer cannot be filled at the start of each semester, the organization may be dissolved.

#### **Section B. Dissolution Procedures, including Assets and Debts**

If the club has any assets, they should first be distributed to any debts, if anything is left over, they may donate it to a charity they find appropriate.

### **Article VIII – Constitutional Amendments**

#### **Section A. Amendment Process**

Proposed amendments must be presented in writing or electronically before they are put into action. The amendment will be read in the executive meeting where a vote will

be taken to agree or disagree. A majority of the executive members must agree before it is implemented. The constitution should not be amended easily or frequently.