

American String Teachers Association At Ohio State

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

American String Teachers Association At Ohio State

ARTICLE II. ORGANIZATION PURPOSE

The American String Teachers Association promotes excellence in string and orchestra teaching and playing. ASTA pursues its mission through an open sharing of ideas, benefits, services, and activities responsive to the needs of all members, development of strong state leadership and chapters, enhancing the image and visibility of string teaching and study, advocacy for string education, and an inclusive community of string teachers and players.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

American String Teachers Association At Ohio State *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

American String Teachers Association At Ohio State *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

American String Teachers Association At Ohio State *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 ASTA at Ohio State shall be open to all students interested in string and orchestra playing and teaching at or below the graduate level, who are members in good standing of the American String Teachers Association and have paid any local dues stated in the bylaws. Faculty, staff, alumni, and professionals who meet all other membership requirements are encouraged to join as non-voting associate members.

Section B. Member Selection

Members are selected by attending meetings, social events, and contributing to volunteer activities. The organizational leadership will meet with any meeting attendees that express interest in becoming a member. If the attendee wishes to become a member, the organizational leadership will make it official. Voting is not a part of the member selection process.

Section C. Membership Timeline

Membership is open on a rolling basis. Prospective members must contact the Advisor or members of the Organizational Leadership to receive meeting/event information. Participation in group meetings/events defines membership into the group.

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 Executive Board in consultation with the Chapter Advisor. Removal votes shall occur at a special meeting of the Executive Board where the member in question will be provided an opportunity to make a case in their defense. Removal meetings can be held publicly or privately at the discretion of the member in question.

In the event that 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 executive board, in consultation with the Chapter Advisor, may vote to temporarily suspend a member or executive officer.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The Advisor is the university faculty representative of American String Teachers Association at Ohio State. The advisor may sit in on meetings and events to provide and/or gain useful insight on what is being discussed and/or produced.

Section B. Advisor Term

The advisor term lasts for one year with the opportunity to be reappointed.

Section C. Advisor Selection

The organization leadership will gather to discuss any potential advisor who has expressed interest in the position. The potential advisor must be a string instrument faculty member of the School of Music. A vote will be held within the organizational leadership to elect the advisor candidate. A majority vote wins the election.

Section D. Advisor Replacement

The organization leadership may take a vote to remove the current advisor if they violate their duties as stated in the constitution. A majority vote will remove the advisor from the position. The officers will take a vote to select a willing faculty member to the position. A majority vote will appoint a new advisor.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

President: shall preside at general membership and Executive Board meetings, create, and appoint members of all committees, temporary and standing, work with the Chapter Advisor and other officers in planning activities of the chapter, supervise and coordinate all activities of the chapter, ensure the organization meets all university and ASTA registration requirements, coordinate and oversee elections, and provide vision and direction for the organization.

Vice-President: shall be available to assist the Chapter President in their duties, officiate in the place of the Chapter President in the event of absence, and serve as co-chair of all committees.

Treasurer: shall keep an accurate record of all money received or paid out, collect dues when required, manage chapter bank accounts and other financial resources, organize fundraisers, apply for funding from the university and other sources, follow all training requirements set by the university, and handle all other financial matters.

Secretary: shall keep an accurate record of the proceedings of all Executive Board and general membership meetings, arrange those records for permanent, efficient reference, be responsible for all correspondence of the chapter and Executive Board, be responsible for advertising of events, manage social media accounts, maintain a list of current members, serve as parliamentarian, and maintain any collections of physical and digital resources available to members.

Additional duties may be prescribed by the bylaws and may be reassigned to committees or other officers at the discretion of the Chapter President and officer overseeing the duty in question.

Section B. Officer Eligibility

Any active member of the organization is eligible to run for an officer position.

Section C. Officer Selection Process

Members will express interest in officer positions on a form sent out during the autumn semester. A vote will later take place with names from the interest form.

Nomination: Members wishing to become part of the executive board will fill out an interest that will be sent out half way through the autumn semester.

Election timeline: Election will be held via a form sent out a week after the interest form is sent out.

Balloting: Ballots will be sent in virtually via a form sent out by the current President.

Rules and Procedures: The current executive director will tally the votes and make an announcement stating the newly elected officers a week following the election. A majority is required for a victory in an election.

Should any of the positions result in a tie, the executive board will take a vote and the individual with the most votes will be elected.

Section D. Officer Removal

If an officer would like to step down from their position at any point during the year, they must wait until an appropriate replacement is found. If the current officers unanimously agree that they are not happy with the work of an officer, a polite conversation will be had with that individual at an officer meeting on how to move forward. If that individual wants to step down, they can. If that individual wants to keep their position, they must prove this through action on their position's responsibilities. If that individual is still not stepping up to their responsibilities, an anonymous vote via online survey will be had at an in-person meeting including officers and voting members on whether that person should still hold that position. The individual in question is not allowed to vote but can plead their case at that meeting. If the vote results in a majority, then that person will be removed from their officer position. Voting will be held by the current president.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

Should a two-third majority of all voting members support the dissolution of the organization, the President will close down the organization through the Ohio State Student Activities portal.

Section B. Dissolution Procedures, including Assets and Debts

The sitting Treasurer will be responsible for processing all debts and assets. Unpaid debts will require the organization to complete sufficient fundraising prior to the dissolution of the organization, and any liquid assets should be donated to the University or a charitable organization of the voting members' choosing.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Proposed amendments should be communicated in writing to members present at two consecutive meetings and via email. The amendment shall then be voted upon with a digital ballot. A two-thirds majority of participating voting members will be required to pass an amendment.