

Health Points: Pre-Health Connections And Volunteering

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Health Points: Pre-Health Connections And Volunteering

ARTICLE II. ORGANIZATION PURPOSE

To provide the means for Ohio State Undergraduate pre-health students to connect to their passions through faculty, practioners, fellowships, and community service.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Health Points: Pre-Health Connections And Volunteering *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

Health Points: Pre-Health Connections And Volunteering *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

Health Points: Pre-Health Connections and Volunteering *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

To be an established/ official member, one must attend at least four of the bi-weekly meeting per semester. Members must be an undergraduate student of The Ohio State University.

Section B. Member Selection

There is no application or requirements to join the club and are welcome to join the club at any time.

Section C. Membership Timeline

There is no timeline for applications as we do not have one. The timeline for an active member is to attend any four of the seven meeting over the course of the semester.

Section D. Member Removal

A member can only be deemed unfit for their position with the presidents decision. Once deemed unfit for membership by the president, the member in question can either relieve themselves from the club or ask the an official vote among the Executive Board. The president must give a three-minute speech on the failures and faults of the member in question in front of the Board. The member in question has two minutes to respond/answer any and all questions. A two-thirds vote will officially remove the member in question.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The advisor of the organization must be ready to commit a decent amount of time in aiding the student to reach their goals and projects. They must be prepared to approve of all projects/funding or discuss why they will not approve of said project/funding. The advisor is not required to attend meetings. However, when present, they will be recognized as such. the advisor is encouraged to get to know the officers well and is invited to come to the executive board meetings.

Section B. Advisor Term

The advisor may serve as long as they deem themself fit to perform the tasks stated above.

Section C. Advisor Selection

The advisor must be a faculty member at The Ohio State University, or administrative/professional staff. Ideally, they are related to the health care field and/or teach a pre-health required class. They are also willing and able to assist the club in achieving our goals.

Section D. Advisor Replacement

If the current advisor no long deems themself fit for the position, the Executive Board will hold a meeting to discus replacement options. This will consist of asking the former advisor for recommendation and send emails to potential advisors. If there is a diasgreement on who the advisor should be the executive board will vote with the majority winning.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

The officer positions in Health Points is comprised of President, Vice President, Secretary, Treasurer, Editor, Outreach Chair and Volunteer Chair.

President:

1. Must prepare for each weekly meeting to maximize efficiency within the club.
2. Must be in attendance for the majority of meetings (not necessarily events).
3. Must assist, train, and guide the other officers in their duties and responsibilities
4. Connect with the adviser often to relay necessary information to the members, and vice versa
5. Must respectfully represent Health Points in a professional manner
6. Work with other officers to manage the memberships of the club.
7. Is responsible for all other duties & responsibilities that are required as club progresses.

Vice President:

1. Must be prepared to help the president at all times: If the president is not available to attend a meeting or event, he or she assumes the responsibilities to take over.
2. Must be in attendance for the majority of meetings (not necessarily events).
3. Helps the president ensure other board members are performing their tasks and assists when needed.
4. Is responsible for all other duties & responsibilities that are required as club progresses.

Treasurer:

1. Must be constantly reporting the status of organization funds to the president
2. Must give bi-weekly updates during meetings of money spent
3. Has the right to approve funds for certain events/organizations AFTER approval by president.
4. Applies for funding through the university and remains up to date on all funding requirements for the club.
5. Is responsible for all other duties & responsibilities that are required as club progresses.

Secretary:

1. Must be organized in every members of the organizations, including names, emails, phone numbers, attendance, and be ready to file a weekly report on membership status to president.
2. Assist the treasurer in anything that is necessary.
3. Take attendance at each meeting and event, with all club members attendance compiled into a spreadsheet.
4. Update the presidnet and executive board at executive board meetings on club participation.
5. Is responsible for all other duties & responsibilities that are required as club progresses.

Editor:

1. Is responsible to creating and maintaining a professional website for the club.
2. The website will contain information of weekly meetings, service projects, and other resource information for pre-health students.
3. Is responsible for maintaing a professional Instagram that promotes club meetings, volunteer events and other club activities.
4. Reaches out to other clubs for potential collaboration and is the contact person for other clubs to reach out to.
5. Is responsible for all other duties & responsibilities that are required as club progresses.

Outreach Chair:

1. Is responsible for acquiring guest speakers for weekly meetings. This is done before the semester begins and oversees messaging potential speakers and organizing who the guest is for each meeting.
2. Is responsible for alerting other board members of the speakers so they can advertise the meetings.
3. Remains an open line of communication between guest speakers and the club.
4. Represents Health Points in a professional manner when emailing with potential speakers.
5. Is responsible for all other duties & responsibilities that are required as the club progresses.

Volunteer Chair:

1. Is responsible for setting up at least two volunteer events each month of the semester unless otherwise discussed with the executive board.
2. Is responsible for alerting other board members of the speakers so they can advertise and make arrangements as needed.
3. Remains an open line of communication between the volunteer site and the club.

4. Sets up the sign up for the volunteer event for members and monitors the sign up until the event.
5. Create, update and monitor the volunteer event group chats, providing members with important information and answering any questions.
6. Represents Health Points in a professional manner when working with volunteer sites.
7. Is responsible for all other duties & responsibilities that are required as the club progresses.

Section B. Officer Eligibility

Individuals running for a position must be an active member of the club. If already a board member and re-running they must have attended the majority of meetings and performed their current duties to the standards of the constitution.

Section C. Officer Selection Process

1. The previous president will oversee all election processes.
2. Any candidate wishing to run for an officer position must let the president know a week before the announced election date (election date must be announced 3 weeks before)
3. No persons can run for more than one position.
4. Each candidate for each position will record a two minute speech as to why they are running for the position, their qualifications, and what they hope to accomplish the following year in that role.
 - a. If the president deems the speech inappropriate or unfit for the organization, the candidate will immediately be rejected from the ballot.
 - b. Videos will be submitted to the president who will organize the videos by position and put into a form such that members are able to watch and vote on the person they want to have the position.
 - c. If there are only one candidate for a position, the candidate will immediately be considered the winner of the position, unless the president deems him/her unfit for a specified reason.
 - d. If there are two candidates for a position, whoever earns the higher vote count wins.
 - e. If there are more than 2 candidates for a position, the person with the highest number of votes MUST have at least 1.5 times more votes than the person with the second highest number of votes.
 - i. If not, the top two candidates will once again be on a new ballot with just the two of them, and vote will be cast again; person with higher vote count wins.

Section D. Officer Removal

An officer can only be deemed unfit for his or her position with the president's decision.

Once deemed unfit for his or her position by the president, the officer in question can either relieve themselves of their duties or ask to have an official vote among the Executive Board. The president must give a three minute speech on the failures and faults of the officer in question in front of the Board. The officer in question has two minutes to respond/answer any & all questions. Two-thirds vote will officially remove the officer in question.

A president can be deemed unfit and be voted to be removed if the Executive Board votes among themselves do so. Once they agree, the president must be notified, and be called forth by the Board for questioning. They will be subject to a 5 minute questioning. Afterwards, the Board will cast a vote: three-fourths vote will officially remove the president

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

The club will disband if all members of the executive board, the advisor, and two-third of active board members agree that the club should no longer exist. The president will call a meeting of the entire club where a discussion will be had on the club and the future of the club. At the end a vote will be taken on if the club should disband or not.

Section B. Dissolution Procedures, including Assets and Debts

Any assets that the club has will be returned to the University entity that allotted them to the club. If the money was through a fundraiser the money will be donated back to the University. Should the club have any debts, the president and vice president will schedule a meeting with the Office of Student Life team and discuss next steps for resolving the debt.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

1. Proposed amendments should be in writing, should not be acted upon but read in a meeting in which they are proposed, should be read again at two more subsequent meetings and the a vote among all active and board members will be taken.
2. Approval should require at least two-thirds of the voting members present (and to conduct any business an organization should have quorum present at a business meeting, which is at minimum 50% +1 of total organization members).
3. The constitution should not be amended easily or frequently.