

Girls Who Code: College Loops At Ohio State

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

This organization shall be known as Girls Who Code: College Loops at Ohio State.

ARTICLE II. ORGANIZATION PURPOSE

College Loops is an initiative by Girls Who Code intended to support college women interested in computer science. The club's objectives include, but are not limited to the following:

- Offer exciting monthly challenges and workshops that focus on honing computer science skills.
- Engage students to collaborate and create with one another.
- Create an environment of support in academic, social, and professional development.

Girls Who Code aims to create a united community to increase the number of women in Computer Science, regardless of their degree or experience, and provide support to all of its members.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Girls Who Code: College Loops 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

Girls Who Code: College Loops 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

Girls Who Code: College Loops 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 shall follow the Anti-Discrimination policy of the organization and shall be open to everyone. All voting members must be currently enrolled at The Ohio State University. Others such as faculty, alumni, professionals, etc. are encouraged to become members but as non-voting associates or honorary members. Additionally, 90% of the membership must be comprised of currently enrolled Columbus campus Ohio State students.

Section B. Membership Selection

Membership shall occur after necessary contact information is provided, participation in a general body meeting has occurred, and the student has registered themselves with the national Girls Who Code Headquarters (HQ) website.

Section C. Membership Timeline

Creating a Girls Who Code HQ profile can be accomplished by visiting <https://hq.girlswhocode.com/login>. General Body members shall receive a code from the President and be registered with the Ohio State chapter, more information on such processes will be dispersed during general body meetings. Members can join at any point throughout the academic year.

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 following removal process shall be followed:

1. Concerns must be documented with clear evidence and presented to the organization's officers.

2. The member in question shall be notified in writing of the allegations against them and given an opportunity to respond.
3. A meeting or hearing shall be held in which the member may present their defense to the officers.
4. Officers will review the information and consult with the organization's advisor before making a decision.
5. Removal of the member shall require a majority vote of the officers.

This process ensures fairness, transparency, and due process in all membership removal decisions.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The advisor will be responsible for overseeing and assisting in activities of the organization. They will be responsible for helping make contacts in the community and among faculty, especially in the arts and humanities. The advisor will attend Executive Board meetings and General Body meetings as time permits.

Section B. Advisor Term

Advisor shall serve in their role for the term of one year, with the opportunity to be reappointed each year, in the spring.

Section C. Advisor Selection

The advisor must be a member of faculty at Ohio State, with a preference given to faculty involved with the department of Computer Science. In the case of selecting an advisor, each member of the active executive board will bring forward a candidate at an executive board meeting. The board will present candidates and vote, with the final say coming from the President, who will then confirm the advisor.

Section D. Advisor Replacement

If the advisor 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 advisor may be removed through a majority vote of the officers.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

The Executive Board will consist of a President, Vice President, Treasurer. Additional positions can be created as needed. These roles are administrative and logistical in nature. Coding ability and coding experience are not required nor are they correlated to these positions. The positions are as follows:

Section A1(P): The President shall lead Executive Board meetings, and will act as the primary liaison between the organization and the national Girls Who Code HQ. Their primary responsibilities are to lead general body meetings and remain in constant communication with the advisors. The president is also responsible for securing rooms and lab reservations for meeting spaces. Additionally, they will oversee all activities and will ensure clear communication of final decisions throughout the Board and the rest of the organization, will delegate responsibilities, and will have duties specified by other parts of the Constitution.

Section A2(VP): The Vice President shall conduct business in the absence of the President and assist the President and the organization wherever necessary. The primary responsibility of the vice president is handling official Ohio State administrative documentation. Other responsibilities include assisting the executive board as needed, developing professional networks, and advertising events through the GroupMe and social media.

Section A3(T): The Treasurer shall be in charge of submitting annual budgets to the Office of Student Life and the Executive Board, maintaining accurate organization financial records, providing any statutory reports or documentation for events and coordinating any fundraising efforts. They are responsible for submitting reimbursements for all financial transactions conducted on behalf of the association; advise the Executive Board and keep them updated on the economic feasibility and provide final approval for funding of each project; organize the general fundraising activities by approaching and applying to sources of funding.

Section B. Officer Eligibility

All members shall be eligible for an Executive Board position, after one academic semester of continued participation in club activities. Members are able to apply for more than one role.

Section C. Officer Selection Process

The application and election process shall be overseen by the current executive board. It shall start with members stating their intention to apply, and then subsequently filling out an application about their intentions and qualifications. The current executive board will then vote

via a blind ballot. Majority vote will result in a candidate's official election. In the event of a tie, the Advisor's vote will break the tie.

Section D. Officer Removal

Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes but is not limited to violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization's advisor.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

The organization may be dissolved if it is determined that it can no longer effectively fulfill its purpose or sustain its operations. A motion to dissolve must be proposed to the Executive Board and include a clear rationale for dissolution. The Executive Board will review the circumstances, and dissolution shall occur only if all Executive Board members unanimously support the motion.

Section B. Dissolution Procedures, including Assets and Debts

In the event of dissolution, the current executive board shall work with the Advisor to dispose of all assets and manage any excess debts. Any remaining assets shall first be utilized to cover debts. This will be carried out by the Treasurer and overseen by the Executive Board and Advisor. In the case of excess assets, the Treasurer will donate the remaining assets to the National Girls Who Code organization for the continuation of our mission. In the case of excess debts not covered by remaining assets, the Executive Board will work with the Advisor to fundraise until all debts are paid off. In the case of fundraising being insufficient to cover outstanding debts, the Executive Board will evenly cover the remaining debts.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

An amendment to the constitution may be proposed by any member prior to the conclusion of a general body meeting and must receive a second in order to move to discussion. Proposed amendments may be discussed during the meeting in which they are introduced or tabled to a future meeting if additional consideration is needed. Following discussion, amendments must be approved by a two-thirds majority vote of the Executive Board in order to be adopted.