

Mental Health Matters At The Ohio State University

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Mental Health Matters. Also, This Student Organization Commonly Goes By The Acronym, Mhm.

ARTICLE II. ORGANIZATION PURPOSE

The goal of Mental Health Matters at The Ohio State University is to end the stigma regarding the discussion of mental health through the organization's three pillars. The organization's three pillars of awareness, education, and celebration will serve as the organization's foundation in its mission. The organization will spread awareness about mental health conditions or mental health in general, the organization will work to educate people on misconceptions about mental health and provide resources that will support one's mental wellbeing, and the organization will celebrate everyone's mental health journey through bonding exercises and entertaining events. Through weekly meetings and collaborations with other student organizations with similar goals and values, Mental Health Matters at The Ohio State University aims to build a community in which Ohio State students can feel free to engage in vulnerable conversations around mental health and find support in this group.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Mental Health Matters at The Ohio State University *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

Mental Health Matters at The Ohio State University *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

Mental Health Matters at The Ohio State University *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 currently enrolled student at The Ohio State University is able to become a member of the student organization, Mental Health Matters. Prospective members do not have to pay any dues to become a member. For Mental Health Matters, there is no attendance requirement or minimum threshold that needs to be reached in order to become a member of the organization. Additionally, there is also no interview process, minimum grade requirement, or application process needed to become a member.

Section B. Member Selection

If an individual wants to become a member of the student organization, they have to send an email to any member of the organization's executive board or to the organization's general email, stating that they want to become a member, and the executive board member will add them to the roster on the Student Organization System, and they will become a member of the organization.

Section C. Membership Timeline

Membership for the organization is on a rolling basis, as individuals interested in becoming a member can do so at any time throughout the academic school year. A non-member will be added to the roster and become an official member of the organization within 5-7 business days of sending the initial email expressing their interest.

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, violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed as a member of the organization. If an accusation of a violation has been made against a member, they will have an opportunity to defend themselves in a meeting, at which all members of the executive board will be present and where the executive board officers will present the evidence of the member's possible violation. If a member is still suspected after this initial meeting of a violation, a meeting, virtual or in-person, will

be held, at which all members of the executive board and the advisor will look at the evidence of the possible violation and will partake in a vote, in which majority rules, over whether or not this individual will be removed as a member. The individual will be emailed from the organization's email detailing whether or not they have been removed as a member of the organization.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

- The advisor will serve as a resource and guide for the student organization, providing aid to the executive board and the organization as a whole on an as-needed basis. The advisor of the organization must...
 - Complete advisor training every two years
 - Complete the anti-hazing training module available on BuckeyeLearn or through stophazing.osu.edu
 - Submit online approval of the organization's registration annually
 - Submit online approval of the organization's goals annually
 - Submit online approval of any Council on Student Affairs (CSA) Operating or Programming funds requests initiated by the organization's treasurer
 - Follow applicable laws, regulations, university rules, policies and guidelines
 - Complete relevant reporting obligations
- Additional duties for the advisor include...
 - Provide consultation on the organization's budget
 - Facilitate officer transition activities
 - Sharing additional university information with members

Section B. Advisor Term

The advisor for the organization does not have any term limits, as they can serve as the advisor for as many consecutive or non-consecutive terms as they are able to. The advisor will have a term length of one year, with the ability to be reappointed based on a majority vote of the current executive board members at the end of the academic year.

Section C. Advisor Selection

The Primary advisor must be a member of the university faculty or administrative and professional staff. Classified civil service employees, graduate administrative associates, and emeritus and retired faculty/staff may serve as co-advisors, but the primary faculty/staff advisor must complete the

certification process for the organization to be registered. In order to be eligible to be an advisor for the organization, the prospective advisor must email the student organization stating their interest in the role, why they want to enter the role, and how they can help in the organization's mission. Afterward, a meeting will be held with all of the executive board officers, discussing the prospective advisor and a vote, in which majority rules, will be held to determine if this individual will be the advisor for the organization. If there are two prospective advisors, another vote will take place to determine if the organization would have co-advisors, and another vote to determine the primary advisor. If there are more than two prospective advisors and one of the votes in deciding the co-advisors or primary advisor ends in a tie, the primary leader of the organization will solely decide who the primary advisor will be, and if there will be co-advisors or not for the organization.

Section D. Advisor Replacement

If an advisor notifies the executive board of their resignation, the resignation will be accepted, no matter the reason, and the search for a new advisor will begin immediately. Each member of the executive board will submit a faculty member that they believe should be the new advisor for the organization. A meeting will take place, at which each officer's choice will be discussed. Afterward, the choices will be ranked, with 1 being the most likely person to accept. If there is a dispute or tie in any of the votes or rankings for the advisor, the primary leader will solely choose the new advisor. After the prospective advisor is chosen, the executive board will email them and ask if they would be able to be an advisor for the organization. If the individual says "Yes," a meeting will be set up with the entirety of the executive board present at which the advisor's role and the organization in general will be discussed. If the individual says, "No," the executive board will move onto the second candidate and repeat this process until someone accepts the position.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

- Primary Leader/President
 - Oversees and represents MHM for possible media appearances
 - Reaches out to other student organizations and outside organizations regarding possible collaborations
 - Primary source of leadership and direction for the club
 - Heads coordination of all events and meetings
 - Presides at meetings and oversees and supports other elected executive board officers
- Secondary Leader/Vice President
 - Coordinates events with president and other executive board members

- Reviews and approves of all communication released on behalf of the organization
- Assumes all of the responsibilities of the president if they are absent (severely ill, out of town, etc.)
- Treasurer
 - Oversees the organization's finances
 - Searches for additional funding or grants
 - Assists president and vice president in preparing the club budget each semester
 - Responsible for on brainstorming and implementing merchandising ideas to raise funds for the organization
 - Assists president and vice president in preparing and reviewing the club budget each semester

Section B. Officer Eligibility

A prospective officer must have...

- Attended at least 4 of the organization's meetings in the past semester. Can include ones that were in collaboration with another student organization
- Sent an email expressing their interest in the position to a member of the executive board or directly to the organization's email

After this criteria is met, the individual will have to email a member of the executive board or the organization's email, expressing their interest in the position. Afterward, they will have to fill out an application form, asking why they are interested in the role and what they hope to bring to the organization.

Section C. Officer Selection Process

The executive board, with all members present, will hold a meeting at which the applications for all prospective executive board members will be reviewed. A vote, with majority ruling, for each prospective officer will occur. If there are multiple individuals vying for one position, a vote will occur on who the preferable candidate is. If there is a tie on any of the votes, the primary leader will solely decide if the prospective officer will join the executive board or not. After the decision is made, the executive board will email the new executive board officer about their appointment to the position.

Section D. Officer Removal

If an officer of the executive board engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution or by-laws, violates the Code of Student Conduct, university policy, or federal, state or local law, the officer may be removed as a member of the organization. If an accusation of a violation made by the officer has been made against them, they will have an opportunity to defend themselves in a meeting, at which all members of the executive board will be present and where the executive board officers will present the evidence of the officer's possible violation. If the officer is still suspected after this initial meeting of a violation, a meeting, virtual or in-person, will be held, at which all members of the executive board, excluding the officer, and the advisor will look at the evidence of the possible violation and will partake in a vote, in which majority rules, over whether or not this individual will be removed as a member. The individual will be emailed from the organization's email detailing whether or not they have been removed as a member of the organization.

If an officer vacancy arises, due to resignation or termination, an announcement of the vacancy will be announced at the organization's next meeting, and will be emailed to all members of the organization's roster. Additionally, an application form will be emailed to all of these members, in which they can express their interest in the position, and answer questions relating to why they want to enter the role and what they hope to bring to the organization. Up to 2 weeks after the announcement of the vacancy, the executive board members will vote, with majority ruling, on who will fulfill the vacancy, based on the applications received. After deciding, the executive board will email the new executive board officer about their appointment to the position.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

Any member of the organization's executive board can propose the organization's dissolution. The executive board officer must propose the dissolution, in writing, to all of the other executive board officers and the advisor. A vote will take place, with all executive board members and the advisor present, in which the club can dissolve if the vote is unanimous to do so.

Section B. Dissolution Procedures, including Assets and Debts

If the organization were to dissolve, the executive board members at the time, will utilize any remaining assets to pay off any debts. If there are any debts remaining, the primary leader will be responsible for paying off the rest of the debts. The organization's assets and possessions will be reallocated to another student organization of the board's choosing, if the other organization agrees to do so. If the organization were to have debts at time of dissolution, the primary leader will contact the organization's advisor and The Ohio State University - Student Activities for the best course of action, but is able to sell the organization's merchandise, such as items like t-shirts, in order to raise money to settle the debts.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Any member of the organization's executive board can propose an amendment or change to the organization's constitution. The executive board officer must propose the change, in writing, to all of the other executive board officers. A meeting with all executive board members present will occur, at which a vote, with majority ruling, will also occur, determining whether or not the change will be made. In the event of a tie, the primary leader will solely decide whether or not the change will be made.