

Scientific Thinkers Constitution

Article 1-

Section 1: Scientific Thinkers

Section 2: Purpose

Scientific Thinkers serves as outreach to elementary schools within Columbus, OH, for the advancement and support of first generation and underrepresented students STEM. Members of Scientific Thinkers will serve as volunteers and mentors for the students of the partner elementary schools. Members will be expected to actively engage in teaching students various science lessons, aligning with Ohio Science Standards. The organization will have biweekly school visits, monthly training sessions, and monthly advisory council meetings. In addition, the organization will host Science Day in autumn semester and Science Night in spring semester.

Section 3: Non-Discrimination Policy

Scientific Thinkers does not discriminate 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 bases under the law, in its activities, programs, or membership.

As a student organization at The Ohio State University, Scientific Thinkers expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: <https://hr.osu.edu/public/documents/policy/policy115.pdf>.

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Article II- Membership

II.a. General Membership

- a. All current Ohio State students, including undergraduates, graduates, postdocs, and professional students, are welcome to join.
- b. Non student members, such as faculty, alumni, and professionals, will not be included in any voting processes. These individuals may participate as teachers, mentors, and coordinators, with the Scientific Thinkers Program.
- c. New members are required to attend a mandatory orientation at the start of the term, as well as sign an application form, OSU Minor Policy form, volunteer waiver, and photo release form.

- d. Returning members are required to re-sign annual forms (i.e., minor policy form, volunteer waiver, etc.). Returning members do not need to attend orientation after they have completed their initial orientation requirement.

II.b. Executive Membership

- a. Members of the executive board will be appointed at the end of each academic year, and will be required to attend a minimum of four volunteer visits, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits. Applications for executive positions will be accepted at the end of each term.
- b. Committee Chairs will be appointed at the end of each semester and will be required to attend at least three volunteer visits, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member.

Article III- Removing Members and executive Officers

III.a. 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 officers in consultation with the organization's advisor.

III.b. 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, unexcused absences, 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.

III.c. 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 organization's advisor, may vote to temporarily suspend a member or executive officer.

Article IV- Organization Leadership

- a. **President-** Will be appointed after application process and is expected to hold the position for a minimum of two semesters. The president is required to plan and coordinate Advisory Council meetings with the advisor of the program, as well as the student assistant. The President is responsible for representing Scientific Thinkers as a program, which includes, but is not limited to, overseeing advisory council meetings, facilitating and coordinating volunteer activities, and preparing for all volunteer visits. As an executive officer, they will be required to serve on one of the committees.
- b. **Treasurer-** Will be appointed after application process and is expected to hold position for a minimum of two semesters. The treasurer will be responsible for inventory upkeep and maintenance, as well as planning and coordinating fundraisers. As an executive officer, they will be required to serve on one of the committees.

- c. **Secretary-** Will be appointed after application process and is expected to hold position for a minimum of two semesters. The secretary will be responsible for keeping minutes at all Advisory Council meetings. The secretary is responsible for keeping attendance for all volunteer visits, trainings, and orientations. As an executive officer, they will be required to serve on one of the committees.
- d. **Marketing and Social Media Officer-** Will be appointed after application process and is expected to hold position for a minimum of two semesters. The marketing chair will be responsible for advertisement and recruitment for the program. This includes, but is not limited to, posting on social media accounts, creating fliers for events, taking photos of events, and filming promotional videos. As an executive officer, they will be required to serve on one of the committees.
- e. **Science Day Committee Chair-** Will be appointed after application process and is required to hold position for a minimum of one semester. The Science Day Committee Chair will be responsible facilitating the Science Day Committee meeting tasks. This includes, but is not limited to, taking minutes of committee meetings, recruiting for the committee, setting up carpooling, and participation in Science Day.
- f. **Mansion Day Committee Chair-** Will be appointed after application process and is expected to hold position for a minimum of two semesters. The Mansion Day Committee Chair will be responsible for facilitating the Mansion Day Committee meeting tasks. This includes, but is not limited to, taking minutes of committee meetings, recruiting for the committee, setting up carpooling, and participation in a minimum of three Mansion Day visits.
- g. **Lessons Committee Chair-** Will be appointed after application process and is expected to hold position for a minimum of two semesters. The Lessons Committee Chair will be responsible for facilitating the Lessons Committee meeting tasks. This includes, but is not limited to, reviewing and editing current lesson plans, using volunteer feedback to improve lessons, constructing a facilitator's guide for the lessons, and providing ideas for general improvements.

Article V- Standing Committees

- a. **Science Day Committee-** This committee will work to plan the annual Science Day event held in Fall semester. The responsibilities of this committee will be to choose lesson plans, create a supply list, communicate with guest speakers or professors, have a representative meet with coordinator at elementary school, and recruit volunteers for the event. The committee will be responsible for their own marketing and advertising efforts.
- b. **Mansion Day Committee-** This committee will work to plan and coordinate our Mansion Day Elementary School visits, which will be a part of a six-week program held by the school in Fall and Spring semesters. The responsibilities of this committee will be to plan and coordinate lesson plans for visits, create supply list, communicate with the school, and recruit volunteers. The committee will be responsible for their own marketing and advertising efforts.

- c. **Lesson Committee-** This committee will work to review and improve all lesson plans used by the Scientific Thinkers program. The responsibilities of this committee are to compile volunteer feedback of lessons, make edits of current lessons, devise new lessons or general improvements, and work to improve monthly training sessions. The committee will be responsible for their own marketing and advertising efforts.

Article VI- Method of Selecting and/or Removing Officers and Members

- a. Selecting Officers- Applications for officer or executive positions will be reviewed by the advisor and student assistant of the program, in conjunction with the current president of the program. If the president is running for a second term, the advisor will be responsible for reviewing their application.
- b. Selecting members- All OSU students are welcome to become members so long as they attend orientation and sign all necessary forms to be a volunteer with the program.
- c. Removing Officers- If an officer is no longer able to fulfill their role for a second semester, that officer will be responsible for recruiting an individual to take over their role for the next semester. Additionally, if an officer fails to complete their responsibilities, the executive board and advisor will vote for removal of the officer with a 2/3 vote qualifying for their removal.
 - a. Executive members are allowed two excused absences per semester, after which they must discuss their absence with the advisor. Failure to provide a valid excuse of absence after two occasions will result in removal from position.
- d. Removal of members- If a member fails to comply with OSU expectations of conduct, or laws, the member will be immediately suspended from the program after approval from the advisor of the program. All members are expected to renew their membership on a semester or annual basis.

Article VII- Advisor: Qualification Criteria

- a. The advisor of Scientific Thinkers is required to be a member of University faculty, or Administrative and Professional Staff. The advisor will be responsible for providing guidance and support for the executive board, as well as setting expectations for executive tasks.

Article VIII- Meetings of the Organization

- a. For general membership, an individual must attend at least two volunteer visits per semester, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member.
- b. For executive members, an individual must attend a minimum of four volunteer visits per semester, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits. Executive members are also expected to attend monthly executive and training meetings, held on the off Tuesday's between Innis Visits. Executive members will also attend committee meetings as needed.

- c. For committee chairs, an individual must attend at least three volunteer visits per semester, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member. Committee members are required to attend monthly committee meetings held on the off Tuesday's between Innis Visits.
- d. For committee members, an individual must attend at least two volunteer visits per semester, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member. Committee members are required to attend monthly committee meetings held on the off Tuesday's between Innis Visits.

Article IX- Method of Amending Constitution

- a. Proposed amendments should be in writing and should not be acted upon until read in an executive meeting in which they are proposed in which the votes will be taken. Approval of amendment requires at least two-thirds of voting members present.

Article X- Method of Dissolution of Organization

- a. In the case of dissolution of the organization, all assets will be donated to the partner schools associated with the program.

By-Laws

Article I –The rules contained in the constitution shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization. All requests and recommendations for amendments or changes will be heard but will require a majority vote to be acted upon.

Article II- Membership Procedures

- a. General membership- New members are required to attend a mandatory orientation at the start of the term, as well as sign an application form, OSU Minor Policy form, volunteer waiver, and photo release form. Members are expected to attend at least two volunteer visits, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member. No dues are required to be a member.
- b. Committee membership- Members are required to attend at least two volunteer visits, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member. Committee members are required to attend monthly committee meetings held on the off Tuesday's between Innis Visits. All committee membership will be required to be renewed at the start of each semester through an application form confirming commitment.
- c. Executive membership- Members are required to attend a minimum of four volunteer visits, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits. Executive members are also expected to attend monthly executive and training meetings, held on the off Tuesday's between Innis Visits. Executive members will also be required to serve on a committee. In the case of an absence within the executive board, the responsibilities of the absentee will be required to be fulfilled by another executive member.

- i. Executive members are allowed two excused absences per semester, after which they must discuss their absence with the advisor. Failure to provide a valid excuse of absence after two occasions will result in removal from position.

Article III- Election / Appointment of Government Leadership Elections rules

- a. The election process will take place at the end of the academic year. Applicants will be required to submit applications by the set deadline and decisions will be made after the advisor and current executive members review applications.
- b. Those running for a second term of an executive position cannot be involved in the review of their own application but may help in reviewing other position applications.
- c. Once appointed to a position, the executive member is expected to hold their position for a minimum of one academic year. If the individual is unable to meet their requirements both as a volunteer and executive member due to scheduling changes between semesters, it is their responsibility to recruit for an individual to take their position in the next semester.

Article IV- Standing Committees Expectations

- a. **Science Day Committee-** This committee will work to plan the annual Science Day event held in Fall semester. The responsibilities of this committee will be to choose lesson plans, create a supply list, communicate with guest speakers or professors, set up carpooling and recruit volunteers for the event.
 - a. All committees are responsible for their own marketing and advertisement efforts.
 - b. Committee members must attend at least two volunteer visits, one of which must be a minimum of a half day at Science Day, the other can be Science Night, Mansion Day visits, and Innis Visits, to be considered an active member. Committee members are required to attend monthly committee meetings held on the off Tuesday's between Innis Visits.
- b. **Mansion Day Committee-** This committee will work to plan and coordinate our Mansion Day Elementary School visits, which will be a part of a six-week program held by the school in Fall and Spring semesters. The responsibilities of this committee will be to plan and coordinate lesson plans for visits, create supply lists, provide marketing and advertisement, and recruit volunteers.
 - a. Committee members must attend at least two volunteer visits, of which can include Science Day, Science Night, Mansion Day visits, and Innis Visits, to be considered an active member. Committee members are required to attend monthly committee meetings held on the off Tuesday's between Innis Visits

Article V – Advisor

- a. The advisor will be available to attend executive and committee meetings as needed to provide guidance.
- b. The advisor will work with the treasurer as needed in fundraising efforts. Additionally, the advisor will approve supply purchases.

- c. The advisor will serve as a contact point for communication with the schools.
- d. The advisor will serve as a liaison with other organizations on campus.
- e. The advisor will lead orientations at the start of the semester and will help in recruiting volunteers.

Article VI - Meeting Requirements

- a. Trainings- Members are expected to attend training sessions if they plan on volunteering with a lesson being presented at the trainings. Executive members are required to assist in training sessions.
- b. Executive Meetings- Executive meetings will be held on the same day as the trainings and attendance is required for all executive members. Executive members are allowed two excused absences per semester, after which they must discuss their absence with the advisor. Failure to provide a valid excuse of absence after two occasions will result in removal from position.

Article VII -Proposed amendments should be in writing and should not be acted upon until read in an executive meeting in which they are proposed in which the votes will be taken. Approval of amendment requires at least two-thirds of voting members present.