Constitution of
The Ohio University
International Student Union

ARTICLE I
Name
Section I: The name of the organization shall be the International Student Union of Ohio University, hereinafter referred to as ISU.
Section II: The name of the organization, ISU, shall not be used to express an opinion that is not shared by the majority of its constituents and that has been recorded as such by the ISU.

ARTICLE II
Purpose and Objectives
Section I: To serve as the umbrella organization for international student organizations and other student organizations at Ohio University.
A) To represent channel, organize, voice and defend the interests of the international community students at Ohio University. Notwithstanding any provision in this section, the ISU shall not be used to propagate, overtly or covertly any racist beliefs.
B) To promote a sense of community among international students at Ohio University.
C) To provide opportunities for Ohio University international students to develop leadership and career-related skills.
D) To advise and assist all international students and ISU member organizations.
E) To act as a consortium of all international students and organizations at Ohio University.
F) To organize events that increase intercultural exchange and awareness for Ohio University students and the Athens community.
G) To serve as a programming body for international students and international organizations at Ohio University.

ARTICLE III
Membership
Section I: Membership in ISU shall be open to all international student organizations and other student organizations registered at Ohio University and in accordance with ISU's purposes and criteria.
Section II: ISU shall not be discriminated on the basis of race, creed, religion, gender, disability, or sexual orientation.
Section III: The ISU shall be composed of active and non-active members.

A) Active Members shall:
1. Be registered with Ohio University at the beginning of each Fall semester and maintain recognized student organization status throughout the year
2. Participate in all ISU organized events and one (1) ISU committee as determined by the ISU executive
3. Not miss more than three (3) ISU General Body meetings.
4. Be eligible for ISU rights.
a. shall have one (1) vote in the ISU GB meetings
b. to apply for program sponsorship funding
c. promotion
d. waiving of fees related to ISU
5. Give a detailed evaluation report on each ISU funded activity.

B) Inactive Members shall:
1. Be declared inactive if is not fulfilling any of the criteria in Article III
2. Shall not be entitled to the ISU rights in Section III (A-4).
3. Regain its active status by completing the following:
   a. Attend a meeting with the ISU Executive Committee
   b. Attend two (2) consecutive general body meetings and fulfilling the
criteria in Article III, Section III, A.
   c. Regain active status upon the third general body meeting after a vote of
the ISU executive members
4. Have the right to appeal their inactive status to the ISU GB.

ARTICLE IV
Executive Officers

Section I: The Executive Officers of ISU shall be the President, Vice-President, Two
(2) Programming Directors, Two (2) Marketing and Public Relations
Directors, Treasurer, Secretary and Webmaster. The Executive Officers,
hereinafter referred to as ISU-EXEC, will consist of these officers and
shall be responsible for the overall operations of ISU.

Section II: Executive Officers shall be limited to enrolled Ohio University students in
good standing, defined as not on academic or disciplinary probation, from
an active member organization.

Section III: The duties of each officer is as follows:
A) The President shall:
   1. Preside over all ISU-EXEC and ISU meetings.
   2. At the recommendation of the ISU-EXEC, call all emergency meetings.
   3. Represent ISU at all Council of Student Leaders meetings and other meetings
      as assigned.
   4. Facilitate discussions at all ISU-EXEC and ISU meetings.
   5. Prepare and present annual Senate Appropriations Commission (SAC) funding
      proposal
   6. Shall be responsible for all external communications for ISU
   7. Be a full voting member and cast a tie-breaking vote at ISU general body
      meetings.

B) The Vice-President shall:
   1. Act for the President in his or her absence.
   2. Be responsible for scheduling the ISU events calendar each semester.
   3. Be responsible for the organization and administration of the ISU office
      including programming supplies and equipment.
   4. Succeed to the presidency for the remainder of the semester if the position is
      vacated.
5. Be a permanent member of the International Week Committee.
6. Keep a record of active and inactive member organizations.
7. Be a full voting member.

C) The Secretary shall:
1. Prepare agendas for all ISU-EXEC and ISU meetings.
2. Keep a record of all ISU-EXEC and ISU meetings.
3. Do the roll-call at all ISU-EXEC and ISU meetings.
4. Provide the minutes for ISU-EXEC and ISU meetings.
5. Correspond, when necessary, between ISU, the University Administration and other organizations.
6. Assist in administration of executive duties.
7. Maintains post event evaluation forms and ISU records.
8. Coordinate with other officers with all online forms and applications
9. Be a full voting member.

D) The Treasurer shall:
1. Keep a record of all business transactions of ISU.
2. Present a report of all accounts at each ISU-EXEC meeting.
3. Prepare a financial statement at the end of each semester.
4. Advise the ISU-EXEC and ISU as to the state of the budget.
5. Prepare annual Senate Appropriations Commission (SAC) funding proposal.
6. Represent ISU at SAC meetings
7. Coordinate the member organization funding application process each semester.
8. Present funding requests to the ISU General Body
9. Conduct audits of member organization ISU funded events each semester
10. Be a full voting member.

E) The Marketing and Public Relations Director(s) shall:
1. Be responsible for all advertisement of ISU events through the use of fliers, posters, newspaper ads, e-mail, and social media.
2. Prepare press releases under the advice of ISU-EXEC.
3. Coordinate public relations efforts of ISU.
4. Work in close contact with the Programming Director and member organizations regarding advertisement and publicity.
5. Create and coordinate the ISU Communications Committee
6. Shall coordinate with Webmaster to creating flyers and posters
7. Be a full voting member.

F) The Programming Director(s) shall:
1. Be responsible for programming ISU events
2. Create and coordinate the ISU Programming Committee to facilitate the programming functions of ISU.
3. Work in close contact with the Marketing and Public Relations Director(s) regarding advertisement and publicity.
4. Compile and maintain a continuity file on each ISU event.
5. Be a full voting member.
G) The Webmaster shall:
   1. Maintain and update the ISU hardware, software, website and links.
   2. Update ISU forms on the website each semester
   3. Upload the ISU calendar and member organization events.
   4. Utilize electronic media to facilitate communication and publicize events in coordination with the Marketing and Public Relations Director
   5. Be a full voting member.

Section IV: Executive Officers shall:
   A) Be required to fulfill their duties listed in Article IV, Section II
   B) Shall not miss more than three (3) ISU-EXEC meetings
   C) Shall not miss more than two (2) General Body meetings
   D) Hold a minimum of two (2) office hours per week in the ISU Office when classes are in session

Section V: Nomination Procedure:
   A) Applications shall be taken two (2) weeks prior to elections.
   B) The ISU-EXEC shall determine if the applicant meets the criteria in Article IV Section 4(2).
   C) Election shall be by secret ballot during a ISU GB.

Section VI: The ISU-EXEC shall be elected during spring semester of each academic year by the ISU GB voting members.
   A) The nine (9) ISU-EXEC officers shall be elected at the ISU GB meeting prior to spring break each spring semester by a majority vote.
   B) A tie in the election shall be decided upon by the ISU president, as stated Article IV, Section 3 (A).
   C) The newly elected Exec officers will observe the current ISU Exec during the reminder of the spring semester following their election.

Section VII: All ISU-EXEC officers must serve for an academic term after their election in the spring semester.

Section VIII: In the event a vacancy of any of the executive positions occurs, applications shall be given out by ISU-EXEC. ISU shall elect a candidate to fill the position.

ARTICLE V
Impeachment

Section I: All ISU member organization and ISU-EXEC which violates any of the provisions of the ISU Constitution through its ISU organized and/or sponsored events and other acts of omission or commission shall be subject to impeachment procedures by the ISU.

Section II: All ISU member organization, ISU-EXEC, and advisor shall have the right to file an impeachment proceeding against another member organization or ISU-EXEC to Disciplinary Committee.
Section III: Disciplinary Committee shall comprise of the following:
A) Two (2) executive members; nominated by the ISU-Exec;
B) Two (2) general body members; nominated by the ISU-GB;
C) And the ISU advisor.

Section IV: The following shall be the procedures for impeachment:
A) A formal written request to remove a member organization or ISU-EXEC shall be submitted to the Disciplinary Committee stating the grounds for removal.
B) The organization or ISU-EXEC in question shall be served a copy of the grounds for its impeachment and shall have the right to respond to them.
C) The organization or ISU-EXEC in question shall be given a written notification of the date, time, and place for the impeachment hearing.
D) An unanimous consent by the Disciplinary Committee shall be required to remove any organization or ISU-EXEC from ISU.
E) Impeached ISU member organization and ISU-EXEC shall have the right to appeal their decision to the ISU-GB. Appeal shall be in written form to the entire ISU-EXEC.

ARTICLE VI
Programming

Section I: The Programming Directors shall head the Programming Committee in accordance with the duties outlined in Article IV Section III.

Section II: The Programming Committee shall be composed of members of active ISU member organizations.

Section III: The Programming Director, in association with the ISU-EXEC, shall propose a program schedule of events for the upcoming semester with outlined estimate costs. The program schedule shall be presented at the end of each semester to and approved at the ISU-GB meeting.

ARTICLE VII
Committees

Section I: Committees shall be formed by the ISU-EXEC officers on a needed basis and approved by the General Body.

Section II: The ISU-EXEC officers shall approve the creation of any committee.

Section III: Individual committees shall be headed by at least one ISU-EXEC officers

ARTICLE VIII
Advisors

Section I: Two members of the International Student and Faculty Services (ISFS) shall serve as the ISU advisors.
A) A staff member
B) A graduate assistant shall serve as a co-advisor.
ARTICLE IX

Budget

Section I: ISU-EXEC shall be responsible for keeping track of the budget, i.e., the allocation of funds for programming.

Section II: The ISU-EXEC shall prepare a proposed budget during Spring semester for the next academic year. This budget shall be presented subsequently to the ISU voting members and Senate Appropriations Commission (SAC) for approval.

ARTICLE X

Amendments

Section I: In the event of a conflict arising from interpretation of any provisions contained in the ISU Constitution and By-Laws, it shall be the duty of the ISU active members to resolve the issue.

Section II: The ISU Constitution and By-Laws shall be subject to amendments. The following shall be the procedures to amend the Constitution.

A) Any active member organization wishing to amend the Constitution shall present its recommendations in writing at the ISU General Body meeting.

B) There shall be a discussion and vote two (2) weeks following the presentation of the written proposal.

C) Two-thirds (2/3) majority of present and voting members are needed to pass an amendment.

D) All amendments shall take effect immediately following the vote.
The By-Laws of
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International Student Union

Article I ISU-EXEC
Section I: Each member of the ISU-EXEC shall have one (1) vote. The voting shall be restricted to ISU-EXEC meetings.

Section II: Issues which the ISU-EXEC may vote upon:
A) Calling emergency ISU meeting.
B) Allocation of funds to programs.
C) Selection of vacancy position candidates.
D) Any other issues the ISU-EXEC deems it necessary to vote upon.

Section III: A simple majority shall be required to pass a motion by the ISU-EXEC.

Article II
Meeting Procedures of ISU
Section I: ISU meetings may serve as a tool for member organizations to inform the rest of the international student organizations regarding programs, co-sponsorship, and other pertinent matters.

Section II: ISU shall meet every other week.

Section III: Emergency Meetings
A) Emergency meetings shall be called by ISU-EXEC for ISU to decide on issues that affect the international community.
B) A simple majority vote shall pass a motion.

ARTICLE III
New Member Organizations
Section I: Admission to the ISU shall be in accordance with the criteria and procedures set forth in the ISU Constitution.

Section II: Application Procedures
A) An application for voting membership must be submitted, along with a copy of the applicant's constitution to the ISU-EXEC.
B) The applicant organization shall meet with the ISU-EXEC to review whether the applicant organization meets ISU criteria.
C) The ISU-EXEC shall make a decision as follows:
   1. Accept the application for voting membership.
   2. Deny the application for voting membership.
   3. Suggest changes to the applicant materials and encourage to reapply.
      (a) If the applicant organization makes changes suggested by the ISU-EXEC they may submit their new application to the ISU on or before two (2) weeks after the ISU-EXEC decision has been received.
   (b) The ISU-EXEC will review the submitted changes and make a
Section III: Appeal Procedures
A) Applicant organizations denied admission into ISU shall have the right to appeal the ISU-EXEC or ISU decision.
B) An appeal can be submitted to the ISU-EXEC and ISU no later than four (4) weeks after the applicant has received the ISU-EXEC or ISU decision.
C) The group submitting an appeal will need to provide information that states their point of disagreement with the ISU-EXEC or ISU's decision, a copy of their constitution and their original application.
D) The ISU-EXEC and ISU shall examine the additional information alongside the appeal and make a decision considering the material submitted on or before three (3) weeks following the date that the appeal is turned into the ISU office.
E) The ISU decision concerning the appeal shall be communicated to the applicant organization not more than thirty (30) days after a decision regarding the appeal.
F) The decision of the ISU General Body shall be final.
G) Any organization denied admission to ISU, after following the appeals procedures, may re-apply after twelve (12) months from its receipt of the ISU decision regarding voting membership.
H) Re-application for ISU voting membership status shall follow the guidelines and procedures set forth in the ISU By-Laws, Article II, Section I and II.

Article IV
Co-Sponsorship
Section I: Co-sponsorship is proposed by an organization, which will benefit the entire international community.

Section II: Application procedures for active member organizations
A) An organization seeking co-sponsorship shall be an active member of the ISU.
B) An organization seeking co-sponsorship shall submit a proposal to the ISU-EXEC to evaluate if the proposal meets the purpose and objectives stated in Article II of the ISU Constitution.
C) If the ISU-EXEC finds that the proposal meets ISU's purpose and objectives and SAC guidelines, they shall present it to the ISU General Body.
D) The proposing organization shall be present at the ISU General Body to state the budget and goals of the intended program(s). No budget will be entertained in the organization's absence.
E) A simple majority vote shall confirm co-sponsorship.
A) An organization seeking collaboration with ISU shall be in good standing with Ohio University.
B) ISU shall not contribute monies to other campus and community organizations or their events.
C) ISU may collaborate, cooperate, and participate with other campus and community organization that meets ISU’s purpose and objectives stated in Article II of the ISU Constitution.
D) An organization seeking collaboration shall submit a request to collaborate to the ISU-EXEC to evaluate if the request meets the purpose and objectives stated in Article II of the ISU Constitution.
E) If the ISU-EXEC finds that the request meets ISU's purpose and objectives, they shall present it to the ISU General Body.
F) The requesting organization shall be present at the ISU General Body to state the goals of the intended program(s). No request will be entertained in the organization's absence.
G) A simple majority vote shall confirm collaboration