

# Ohio Consortium of Multicultural Centers in Higher Education

## Constitution

### ARTICLE I: ORGANIZATION NAME

The name of this organization shall be the **OHIO CONSORTIUM OF MULTICULTURAL CENTERS IN HIGHER EDUCATION (OCMCHE)**

### ARTICLE II: NATURE OF ORGANIZATION

**Nature:** The Ohio Consortium of Multicultural Centers in Higher Education shall be a nonprofit, non-partisan and non-sectarian organization strictly for education.

### ARTICLE III: MISSION

#### **Section 1. Sharing Resources and Information**

The OCMCHE will share resources and information amongst member colleges and universities and their respective communities.

#### **Section 2. Promoting Diversity**

The OCMCHE will promote identity and mission of cultural/multicultural centers and/or programs and initiatives addressing diversity throughout Ohio.

#### **Section 3. Providing Educational Resources and Professional Expertise**

The OCMCHE will provide information, educational resources and professional expertise to surrounding communities to promote awareness and appreciation of the rich diversity of Ohio communities.

#### **Section 4. Networking**

The OCMCHE will create opportunities for networking and personal growth in the field.

#### **Section 5. Exploring Collaborations and Partnerships**

The OCMCHE will explore collaborative and partnership ideas that will enhance the work of multicultural centers on Ohio college campuses and their respective communities.

### ARTICLE IV: MEMBERSHIP

**Section 1. Membership:** Any professional or student employed or engaged in multicultural, diversity or related areas in higher education in Ohio, is eligible for membership. Professional employed in private practice, corporations, institutions of higher education outside the state of Ohio, is also eligible for membership. The Ohio Consortium of Multicultural Centers shall not deny membership to anyone on the basis of race, ethnicity, gender, cultural or religious background, national origin, age, sex, sexual orientation, or disability.

**Section 2. Membership Categories:** There are six membership categories: Regular, Student, Associate, Friends, Departmental, and Institutional.

**Section 3. Rights and Privileges:** Members of the Ohio Consortium of Multicultural Centers in Higher Education (OCMCHHE) shall: 1) receive a bi-annual newsletter and affiliated publications; 2) receive invitations to OCMCHHE special events; 3) develop networks and fellowships; 4) learn of opportunities for collaborative programming; 5) obtain support and growth through mentoring and professional development. All members in good standing may vote on consortium issues. A member in good standing is defined by paying his/her dues.

**Section 4. Dues:** All members shall pay dues, which covers 12 months of membership.

## **ARTICLE V: ELECTED OFFICERS**

**Section 1. Membership Requirement:** All elected officers and representatives shall be members of the Consortium.

**Section 2. Officer Titles:** The elected officers and representatives shall be President, President-Elect, Secretary, Treasurer, Past President, and Members-at-large.

A. Three of the members-at-large will serve two-year terms. One of these three members-at-large must be employed at a four-year, private institution, one at a four-year, public institution and one at a two-year, public or private institution.

B. The fourth member-at-large shall be a graduate student who will be elected each year for a one-year term to represent graduate students in professional preparation programs such as Student Personnel Services in Higher Education or other Counseling programs.

**Section 3. Terms of Office:** The terms of office shall be one year each for President-Elect, President and Past President. Terms of office shall be two years for Secretary, Treasurer, four-year public Member-at-large, four-year private Member-at-large, and two-year Member-at-large.

**Section 4. Consecutive Terms:** No member shall serve in the same office for more than two consecutive terms. All officers and representatives shall take office at the spring meeting of the Consortium.

**Section 5. Elections:** Elections shall be conducted annually. The Elections Committee shall take nominations for all offices from the membership at-large. The Elections Committee shall send the appropriate ballot to all current members at least thirty days prior to the Consortium's spring meeting. The Elections Committee shall tabulate the ballots and officially declare the election results at the spring meeting. The candidate for each office receiving the majority of votes shall be the winner. If there is a tie, the President shall be the tiebreaker.

**Section 6. Vacancies:** The President-elect shall serve as President should the president's position become vacant. Should the President-elect be unable to assume the presidency, the vacancy shall be filled chronologically from the immediate through the most distant Past President. For any vacancy that occurs in the office of President-elect, Secretary, Treasurer, or Member-at-large, the President shall fill the vacancy by appointment with approval from the Executive Council.

## **Section 7. Duties:**

A. **President.** The President acts as the chief officer of the Consortium, 1) presides over all meetings, 2) appoints all committee chairs, and 3) serves as an ex-officio member of all committees.

B. **President-Elect.** The President-Elect 1) serves as President at the end of the term as President-Elect, and 2) serves as President in the absence of the President.

C. **Past President.** The Past President, as directed by the President, 1) serves as assistant to the President, 2) serves in the absence of the President and President-Elect, and 3) oversees special projects. In situations where the past president cannot fulfill his or her duty, the Executive Council shall consult with the previous president who served as past president to fill this vacancy.

D. **Secretary.** The Secretary 1) keeps all records of the Consortium, 2) records the minutes of all meetings, and 3) handles all the correspondence of the Consortium.

E. **Treasurer.** The Treasurer 1) collects all dues, 2) disperses consortium funds with approval of the Executive Council, and 3) makes a quarterly financial report at the Executive Council meetings and at the annual OCMCHE conference.

F. **Member-at-large.** The Member-at-large 1) is responsible for the elections, and 2) carries out other duties as necessary.

## **ARTICLE VI: MEETINGS**

**Section 1. General Meetings.** Two General Meetings, the Fall OCMCHE Meeting and the OCMCHE Spring Conference shall be held each year.

**Section 2. Executive Council.** The President shall call three meetings per year of the Executive Council and at any other time, as necessary. Other committee chairs and appointed positions shall meet with the Executive Council.

## **ARTICLE VII: EXECUTIVE COUNCIL**

### **Section 1. Membership**

A. The Executive Board consists of the President, President-Elect, Past President, Secretary, Treasurer and Members-at-Large. The Executive Board has the authority to act for the council between meetings.

B. The Executive Council shall consist of the Executive Board and other elected and/or appointed positions. Appointed positions may include, but are not limited to, Public Relations Committee (*Newsletter Editor, Membership Coordinator, Development Coordinator*); Professional Development Committee (*Conference, Workshops, Awards, Support Staff*); Partnership and Collaboration Committee (*Collaborative Initiatives, Across-University Internship Opportunities*); Outreach Committee (*Collaborative Initiatives with off-campus or external communities*)

## **Section 2. Duties**

The Executive Council recommends policies to the membership and coordinates all activities of the Consortium.

## **Section 3. Reimbursements**

Members of the Executive Council can be reimbursed for reasonable expenses incurred in the conduct of an OCMCHE project or activity with the submission of valid receipt and approval of the President and Treasurer; however, no member of the Executive Council shall receive any remuneration for his or her services, nor shall he or she make any financial gains through the activities of the OCMCHE during his or her term in office.

## **ARTICLE VIII: COMMITTEES**

The President appoints all committee chairs. This appointment should reflect representation from private, public, two-year, and four-year institutions.

## **ARTICLE IX: DISSOLUTION**

**Section 1.** If the Executive Council proposes by a majority vote to dissolve the OCMCHE, it shall call a special general meeting. A notice of the reasons shall be sent to all members at least 30 days prior to the meeting. The OCMCHE shall be dissolved with the affirmative vote by a three-fourths majority of members present.

**Section 2.** Upon dissolution of the OCMCHE, any remaining assets of the OCMCHE will be distributed or transferred to one or more not-for-profit organizations. A recipient organization must have tax-exempt status under Section 501c (3) of the Internal Revenue Code and shall have objectives similar to those of the OCMCHE. The Executive Council will select the not-for-profit recipient organization, subject to ratification by a majority vote at the OCMCHE special general meeting for the purpose of dissolution.

## **ARTICLE X: PARLIAMENTARY PROCEDURE**

The Robert's Rules of Order governs the conducting of meetings of the Consortium.

## **ARTICLE XI: AMENDMENTS**

### **Section 1. Amending the Constitution**

The Constitution of the OCMCHE may be amended by a three-fourths majority of voting members present at the OCMCHE general meeting, in accordance with procedures set forth in the By-laws.

### **Section 2. Amending the By-laws**

The By-laws of the OCMCHE may be amended by a two-thirds majority of voting members present at the OCMCHE general meeting, in accordance with procedures set forth in the Bylaws.