CONSTITUTION - FIRST Robotics at Ohio State

Article I-Name, Purpose, and Non-Discrimination Policy of the Organization

Section 1: Name

The Name of the Organization shall be “FIRST Robotics at Ohio State.” The FIRST Robotics Competition is an international robotics competition organized by FIRST (For the Inspiration and Recognition of Science and Technology).

Section 2: Purpose

The purpose of the Organization shall be to provide sponsorship, services, funding, and guidance to various teams competing in the national FIRST competition. The organization is primarily intended to support teams in the greater Columbus area and the OSU students that mentor those teams.

Section 3: Non-Discrimination Policy:

This Organization and its members shall not discriminate against any individual(s) for reasons of race, color, creed, religion, sexual orientation, national origin, sex, age, handicap, or Vietnam-era veteran status.

Article II-Membership: Qualifications and Categories of Membership

Section 1: Qualifications of Membership

Membership is limited to currently enrolled Ohio State students, both undergraduate and graduate.

Section 2: Categories of Membership

Members will fall under two categories. Members with voting privileges will have served as mentors for a minimum of one year. Prospective members will not have voting privileges.

Article III-Organization Leadership: Titles, Terms of Office, Type of Selection, and Duties of Leaders

Section 1: Elected Officers.

The elected officers of the Organization shall be the President, Vice-President, Treasurer, and Recruitment Chair.
Section 2: Qualifications

The President and Vice President must have been a part of OSU FIRST during the previous year. Any member of OSU FIRST shall be considered qualified for any of the other positions.

Section 3: Terms of Office

The elected officers shall serve a one-year term.

Section 4: Selection of Officers

The Officers shall be selected by direct election during Spring Semester. All candidates must be given a chance to speak, but each candidate may not speak for more than five minutes per position, unless permission is granted by a majority vote.

Section 5: Duties of the President

The President shall conduct business meetings and appoint committees and other officers as needed. In the event of the absence of the Vice President at a meeting, the President shall record all the proceedings. The President will also be responsible for assisting the Executive Committee in their various duties and for ensuring smooth transitions in knowledge between years. The President will also serve as an Adviser to the next President after their tenure is over. The President may not be a Vice President or Recruitment Chair.

Section 6: Duties of the Vice President

The Vice President shall conduct meetings in the absence or debilitation of the President. The Vice President shall be in charge of coordinating all events, including: Fall Orientation, Sorting, Kick-Off, Voting, etc. The Vice President shall also advise the new Vice President after their term is over. The Vice President may not be a or Recruitment Chair.

Section 7: Duties of the Treasurer

The Treasurer shall manage the financial affairs of the organization and inform the Executive Committee when there is a financial crisis, the definition of which shall be determined by the Treasurer.

Section 8: Duties of the Recruitment Chairs

The Recruitment Chairs shall be responsible for devising methods of recruiting OSU students for FIRST, executing such methods, speaking to the general public about FIRST, and leading recruitment efforts in the Spring and Fall. They will also assist the Vice President in organizing Fall Orientation.
Section 11: Team Leads

Team Leads shall be appointed by the President and Vice President, and they shall be responsible for ensuring general order within each mentor team, arranging transportation for mentors on their team if possible, ensuring safe orderly conduct during meetings, and ensuring the smooth functioning of each of the mentor teams. Team Leads shall be responsible for maintaining the mentor list for their team and the hours for each mentor on their team. One to Team Lead will be appointed per mentored team.

Section 11: Appointed Positions

Appointed positions shall consist of representatives to various groups (E-Council, CORI, etc.) and shall be appointed by the President as deemed necessary. The President may create new appointed positions as determined necessary. The Executive Committee may choose to overrule the President’s decision on any appointee or position with a two-thirds majority vote.

Article IV-Executive Committee-Size and Composition

The Executive Committee shall consist of the elected officers and the Team Leads. Each team may only have one vote on any Executive Committee decision, but may split that vote in any arbitrary manner, negative numbers withstanding.

Article V-Advisor(s): Qualifications and Duties

Any Advisor must be a full-time faculty member of the College of Engineering. He or she is expected to advise the organization on financial matters, serve as a representative of the organization to the College of Engineering (from which the organization receives funding), coordinate with the organization regarding course credit for the FIRST classes (ECE 4194.01), and provide advice to the leaders.

Article VI-Meetings of the Organization: Required Meetings and Frequency

There will be one required meeting in Spring for the election of officers. The President or Vice President will call meetings as necessary during other times. The team leads and the high school students will decide on meeting times for each team during other times.

Article VII-Method of Amending Constitution: Proposals, Notice, and Voting Requirements

Proposed Amendments should be in writing, and should be read in the meeting at which they are proposed. Amendments may also be proposed directly to the President via electronic mail by any member, who must then send them out to the Organization for voting. Amendments will require two-thirds of the entire voting membership of the organization to be ratified.
Article VIII—Method of Dissolution of the Organization

The Organization shall be dissolved if there are no longer any FIRST teams sponsored by OSU or a three-quarters majority of the general Membership deems that the services offered by the organization are no longer required by the FIRST teams. Any assets of the Organization must be donated to greater Columbus area FIRST teams or to the national FIRST organization.
BY-LAWS – FIRST Robotics at Ohio State

Article I-Parliamentary Authority

The rules contained in Robert’s Rules of Order 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.

Article II-Membership

Section 1: Joining

Any Ohio State student may become a member by e-mailing an officer and requesting to be added to the membership list, unless he or she has been previously expelled for Very Inappropriate Behavior as defined in Article VI.

Section 2: Removal

Members who miss three or more meetings or are reported by their Team Leads to be inactive (only attended 0 or 1 meetings during the build season), may be removed from membership at the discretion of the Executive Committee.

Section 3: Dues

There will be no dues, although members may be asked to pay for travel expenses.

Article III-Election/Appointment of Government Leadership

Section 1: Elections

All Elections shall take place by count of Yeas and Nays or secret ballot. Secret ballots may be requested by a simple majority of the membership and will be required when voting for officers.

Section 2: Vacancies

The President may fill any vacancies created by resignations. The Executive Committee may override the appointment by a two-thirds majority vote. In the case of a Presidential vacancy, the Vice President will take over the role of President as an Acting President until the Executive Committee can select a candidate by two-thirds majority vote. The candidate may be from either the Executive Committee or the general organization.

Section 3: Impeachment of Officers
Any officer may be impeached by a four-fifths majority of the general membership or a unanimous vote of the executive committee.

**Article IV-Advisor/Advisory Board Responsibilities**

The advisor is not expected to attend all general meetings, but is expected to be available for consultation with the team leaders during normal office hours and by e-mail. Also, if any student feels like he or she has been unfairly relieved of mentoring duties due to Article VI, he or she may appeal to the Advisor and the Advisor is expected to make a decision as to whether or not the student may rejoin the organization.

**Article V-Meeting Requirements**

A quorum shall consist of at least half of the active membership, two thirds of the executive committee, and at least one representative from each team sponsored by the organization.

**Article VI-Appropriate Mentoring Behavior**

Section 1: Definition of Inappropriate Behavior

Inappropriate Behavior is hereby defined to be any unprofessional act with severe consequences or potentially severe consequences for OSU FIRST, the host FIRST team, or the safety of the populace.

Section 2: Definition of Very Inappropriate Behavior

The Executive Committee and the Advisor(s) will evaluate any suspected act of Inappropriate Behavior on a case-by-case basis, with a four-fifths majority vote for an act to be deemed Very Inappropriate Behavior. Examples of Very Inappropriate Behavior include providing alcohol to, participating in illegal activities with, or engaging in inappropriate relations with the high school students.

Section 3: General Rule for Behavior During Mentoring Activities

During Mentoring Activities, mentors must act professionally towards the high school students. Mentors are not to do anything that may potentially fall under the category of Inappropriate Behavior. This does not preclude being friendly with the high school students.

Section 4: Consequences of Inappropriate Behavior

Any suspected act of Inappropriate Behavior must be reported to the Executive Committee. If, upon further investigation, the Executive Committee deems the act Very Inappropriate Behavior, the offender shall be immediately and permanently removed from any mentoring duties and expelled from the organization. However, the offender may appeal to the Advisor(s), and if the Advisor(s) decides the infraction was merely Inappropriate Behavior,
the advisor may reinstate the offender. If the Executive Committee does not consider the act Very Inappropriate Behavior, but merely Inappropriate Behavior, the Executive Committee may suspend the student from mentoring, reprimand, or take any other disciplinary action with the approval of the Advisor(s) depending upon the severity of the infraction.

**Article VII-Method of Amending By-Laws**

Proposed Amendments should be in writing, and should be read in the meeting at which they are proposed. Amendments may also be proposed directly to the President via electronic mail, who must then send them out to the Organization for voting. Amendments will require two-thirds of the entire voting membership of the organization in order to be ratified.