

Constitution

ARTICLE I. NAME OF ORGANIZATION

Name: Fashion & Retail Studies Student Ambassador Program (FRSSAP) at The Ohio State University

ARTICLE II. ORGANIZATION PURPOSE

Purpose: The purpose of the Fashion & Retail Studies Student Ambassador Program is to serve as the center point of the Fashion & Retail Studies major and entire program at The Ohio State University. FRSSAP's targeted membership is Fashion & Retail Studies majors. FRSSAP's members are responsible and not limited to; representing the program with integrity, spreading positive awareness of the program, helping with the program's recruitment efforts, aiding in social media coordination, mentoring, attending Industry Advisory Board meetings as well as faculty meetings and lastly, helping fundraise to generate earnings to put towards the Fashion & Retail Studies program's unrestricted fund.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct: Fashion & Retail Studies Student Ambassador Program 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 these guidelines.

Section B. Hazing: Fashion & Retail Studies Student Ambassador Program 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: Fashion & Retail Studies Student Ambassador Program 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 these constitutional 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 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.

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 IV. MEMBERSHIP

Section A. Membership Eligibility: All members must be current Ohio State students majoring in Fashion & Retail Studies, be of sophomore, junior or senior standing and have a GPA of 3.0 or higher.

Section B. Member Selection: To become a member of the Fashion and Retail Studies Student Ambassador Program, students must first submit an application, which is released every year around spring break. Then, the current executive board and advisor must make sure each applicant meets the criteria above. If the applicants meet the criteria above, the applicants then attend an interview with an executive member and are chosen after the interview process by all current executive members and advisor with a unanimous vote.

Section C. Membership Timeline: Members who are accepted to become a part of the Fashion & Retail Studies Student Ambassador Program will become members at the end of spring semester.

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, 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.

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, 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.

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 V. ADVISOR

Section A. Advisor Duties and Responsibilities: The student organization advisor shall serve as a resource person, providing guidance and advisory support to officers and members. The advisor may not vote or hold office within the organization. If the organization appoints co-advisors, their specific responsibilities may be outlined and delegated as appropriate.

Primary Advisors must meet the following requirements:

- Complete university-required advisor training every two (2) years.
- Complete the anti-hazing training module available through BuckeyeLearn or stophazing.osu.edu.
- Submit annual online approval of the organization's registration.
- Submit annual online approval of the organization's goals.
- Submit online approval of any Council on Student Affairs (CSA) Operating or Programming Funds requests initiated by the organization's treasurer.
- Comply with all applicable federal, state, and local laws, as well as university rules, policies, and guidelines.
- Fulfill all relevant reporting obligations as required by the university.

Section B. Advisor Term: Advisor(s) may serve for as long as the organizations executive team sees fit. If an advisor is not fit for the organization, there will be a unanimous vote on the executive team.

Section C. Advisor Selection: Advisor(s) of this student organizations must be full-time members of the University faculty, specifically a professor within the Fashion & Retail Studies program. Advisors are expected to oversee the entire Fashion & Retail Studies Student Ambassador Program and help the student members where he or she can. If there comes to a decision between multiple advisors, the executive board will vote on who the advisor will become with a unanimous vote required.

Section D. Advisor Replacement: An advisor may be removed for cause, including failure to fulfill responsibilities, violation of university policies, or behavior inconsistent with the organization's values.

The Executive Board reviews concerns and meets with the advisor if necessary. Removal requires a unanimous vote of the Executive Board and a two-thirds (2/3) vote of active members at a regular or special meeting, with quorum met.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions:

- **President/Co-Presidents (primary leader(s)):**
 - One-year term limit and **must** be a full-time enrolled senior
 - Appointed by previous Presidents/Co-Presidents with guidance of Advisor
 - Duties include and are not limited to: communicate and/or meet with advisor, delegate organization's responsibilities, oversee exec team, plan and execute meetings
- **Vice President/Co-Vice Presidents (secondary leader(s)):**
 - One-year term limit and full-time enrolled junior or senior standing
 - Appointed by previous Presidents/Co-Presidents with guidance of Advisor
 - Duties mainly include assisting President (or co Presidents) in their duties
- **Treasurer:**
 - Two-year term limit and full-time enrolled junior or senior standing
 - Duties include and are not limited to: overseeing all financial transactions with the advisor, keeping accurate accounting of all expenses and disbursements, providing monthly financial statements
- **Social Media Chair**
 - Two-year term limit and junior or senior standing
 - Duties include and are not limited to: overseeing all social media accounts, promoting

FRS events on the social media accounts, and ensuring a consistent and positive online image

- **Events Coordinator**

- Two-year term limit and junior or senior standing
- Duties include and are not limited to working with our advisory board to assist with any planning of events, creating and delegating roles to every ambassador for each event, coordinating the promotion of events with the social media chair and ambassadors

Section B. Officer Eligibility: Primary leaders are eligible as long as they have been a part of the organization in the past, are a full-time enrolled senior, and have been appointed. Secondary leaders are eligible as long as they are a full-time enrolled junior or senior standing and have been appointed. Treasurers are eligible as long as they are a full-time enrolled junior or senior standing.

Section C. Officer Selection Process: All members are encouraged to apply for an open position (excluding President & Vice President positions) that interests him or her.

If leadership positions are open, current members can apply for the position. The current executive committee and advisor then work together to appoint the new members on the executive board based on application and prior experience within the organization. The executive committee must come to a unanimous consensus when appointing new leadership positions.

Section D. Officer Removal: Officers may be removed for cause, including failure to fulfill duties, violation of university policies, or behavior inconsistent with the organization's values.

The Executive Board reviews the situation and may meet with the officer before a decision. Removal requires a unanimous vote of the Executive Board and a two-thirds (2/3) vote of active members at a regular or special meeting, with quorum met.

Vacancies resulting from removal, resignation, or ineligibility shall be filled by a special election/appointment by the Executive Board.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements: The organization may be dissolved if it is no longer able to maintain its purpose (See ARTICLE II.) or maintain active membership. A proposal for dissolution may be initiated by the Executive Board or a petition of active members. A vote will then occur where the organization needs a unanimous vote for dissolution.

Section B. Dissolution Procedures, including Assets and Debts: Upon dissolution, the Executive Board is responsible for overseeing the organization's remaining assets and debts. All assets shall first be used to satisfy outstanding debts. Any remaining assets after debts are paid shall be donated to a student organization, campus department, or charitable organization in accordance with university policies.

If debts exceed available assets, the Executive Board shall manage outstanding obligations in a responsible manner, following applicable laws and university guidelines.

Advisor(s) of this student organizations must be full-time members of the University faculty, **specifically** a professor within the Fashion & Retail Studies program. Advisors are expected to oversee the entire Fashion & Retail Studies Student Ambassador Program and help the student members where he or she can.

ARTICLE VIII: CONSTITUTIONAL AMENDMENTS

Amendments to the constitution may be proposed by any officer or active member. Proposed amendments

must be approved by a two-thirds (2/3) vote of active members at a regular or special meeting, with quorum met.

Should the organization transition leadership or wish to amend the constitution between registration cycles, the current articles remain in effect until the amended constitution is submitted to and approved by the Ohio Union and Student Activities Department. Submission for approval must occur within 30 days of adoption.

