

29 October 2014

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

Section 1: Future Arts Managers and Entrepreneurs (FAME)

Section 2: FAME's purpose is to facilitate practical learning experiences through professional development, networking opportunities, organizational partnerships and planning an annual, university based arts event. Our members are undergraduate students interested in pursuing careers in management or entrepreneurship within the creative industries. Our organization provides access to resources and opportunities for members to attain skills as well as apply those skills towards the implementation of an annual arts event.

Section 3: This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

Article II - Membership:

Eligible members include any undergraduate student interested in arts management and/or arts entrepreneurship. A member is defined as a student who is registered by the secretary of the club and contributes \$10 for dues.

Article III - Organization Leadership:

The organization leaders represent the Executive Board and the general members. Executive positions are appointed through popular vote of the members.

President:

The duties of the President are to provide vision and leadership for the group; facilitate communication between the officers, the committees, and the advisor; delegate tasks for events; set clear timelines for events; apply for reinstatement through the Ohio Union; collect and respond to member feedback; conduct meetings; and professionally represent the organization.

Treasurer:

The duties of the Treasurer are to maintain the organization's bank account(s) and lead the fiscal committee in tracking expenditures, applying for and obtaining funding, and leading any fund raising events.

Secretary:

The duties of the secretary are to keep a current roster of active members and their contact information; maintain the organization's official calendar; and contact members about meetings, events, and opportunities. Acts as liaison with council for undergraduate students to help voice concerns.

Event Management Chair:

Leads the event coordinating committee in the logistics of events; creating a detailed planning calendar each semester, assigning tasks, and . Reports directly to the president.

Research and Development Chair:

Leads the research and development committee in obtaining information, establishing resources and providing professional development opportunities for members. Reports directly to the president.

Marketing Chair:

Leads the marketing committee in all visual representations of the group; oversees all promotion design materials and social media accounts, and is responsible for updating website content.

Article IV - Standing Committees:

Fiscal Committee:

Maintains operating and event budgets, tracking expenses, and suggests new revenue streams. Responsible for helping to find funding opportunities, leading the writing of grants, and for the scheduling of a grant writing workshop for members.

Event Coordinating Committee:

Responsible for logistics of events; keeping up to date on events happening at OSU, and possible collaborations/events/sponsorship opportunities. Keeps record of policies and procedures for all events and workshops for ease in replication. Works closely with marketing and social coordinators to promote events.

Research and Development Committee:

Keeps up to date on student organization models and successes, manages internship database, mentors lists, and acts as general resource to connect FAME members with possible internships. Responsible for the scheduling of a research and development workshops for members.

Marketing Committee:

Responsible for the visual representation of FAME; logo, flyers, and all printing and promotion design materials. Also responsible for updating website content, creating an online presence through platforms (facebook, instagram, twitter, tumblr, etc), and the promotion of meetings and events and organizing group social activities.

Article V– Method of Selecting and/or Removing Officers and Members.

To be eligible for the executive committee, a member must attend the majority of meetings and receive the vote of other members based on their leadership abilities. If an executive member resigns or is impeached for going against the organization’s policies, then an election will be held to fill that position. If any general body member feels an officer should be removed, they should address a member of the executive board. The officer removal will be discussed and voted upon by the general body.

Article VI – Advisor(s) or Advisory Board: Qualification Criteria:

Section 1: The adviser must be a full-time member of the University faculty or Administrative & Professional staff.

Section 2: The duties of the adviser are to assist the officers in their respective duties; be a professional representative of and contact for the organization; advise event planning and account managing; and assist the officers in procuring an adviser for the following year.

Article VII – Meetings of the Organization:

The Executive Board will lead all meetings and update the organization on upcoming events and tasks of committees. Meetings are to be held at least twice a month. Additional meetings may be scheduled at the discretion of the president and/or individual committees.

Article VIII – Method of Amending Constitution:

Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again in at least one of the subsequent general meetings and the general meeting in which the votes will be taken, and should require a two-thirds majority of voting members.

Article IX – Method of Dissolution of Organization

A one year lapse in registration dissolves the club. Any outstanding balances will be the responsibility of the President and Treasurer last registered with the Ohio Union. In the case of dissolution of this organization, any debts should be paid back to Ohio State University by the executive board members and any assets will be left to the President.

Article X – Parliamentary Authority

The rules contained in Robert’s Rule 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.”