**Scarlet Digital Constitution**

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

**Section 1: Name:**

Scarlet Digital

**Section 2: Purpose**

The mission of Scarlet Digital is to educate and develop students in the field of Product Management. Product Management is a new and upcoming field that allows the opportunity to work with and learn from many teams such as Engineering, Design, Marketing, and Sales, all while learning to work around one product or feature. We hope to recruit kids throughout The Ohio State University to allow education on what Product Management is, how they can get into a Product Management role, and what Product Management recruitment and preparation looks like coming from a state school. We also hope to build a project-based system to allow these students to gain hands on experience while building a community of peers, alumni, and corporate relations around Product Management.

**Section 3 - Non-Discrimination Policy:**

This organization does not discriminate 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.

**Article II – Membership**

Voting membership is open to all students enrolled at The Ohio State University that are interested in learning about a career in Product Management. Members are expected to attend meetings, volunteer at events, and vote on issues to the general membership. Others such as faculty, alumni, professionals, etc., are encouraged to become non-voting members.

**Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.**

**Section 1 : Roles**

Officers for the Buckeye Undergraduate Consulting Club will be elected through membership voting and will serve a term equivalent to one academic year.

President

* Collaborations
* Crisis Management
* Management of the Executive Board
* Long-term Vision

Director of Finance

* Treasury Tasks
* Budget
* Funding Applications
* Fundraising

Director of Corporate Relations

* Contacting Alumni
* Contacting Companies
* Maintaining Database of Connections
* Project Sourcing

Director of Growth & Strategy

* Recruitment with Director of Human Capital
* Social media/website
* Creation and Distribution of media
* Flyers for presentations
* Application information

Director of Membership Development

* Product Education Leadership
* Curriculum Development
* Interview & Role Preparation

Director of Human Capital –

* Recruitment with Director of Growth & Strategy
* Room Reservations
* Meeting Minutes/ Attendance
* Social, recruitment

**Section 2 - Executive Committee: Size and composition of the Committee.**

The executive committee is comprised of the President, Director of Growth, Director of Membership Development, Director of Corporate Relations, Director of Finance, and Director of Human Capital.

**Section 3 – Remove of Members :**

A. 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.

B. 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

**Article VII - Standing Committees (if needed): Names, purposes, and composition.**

Committees are not necessary but can be implemented on a case by case basis with a majority vote of the officers.

**Article VIII – Advisor(s) or Advisory Board: Qualification Criteria.**

The advisor is a full-time member faculty or staff at The Ohio State University. The advisor will be approved by the officers. The advisor duties are to support the organization and give recommendations to improve and attain its goals.

**Article VIII – Meetings of the Organization: Required meetings and their frequency.**

General member meetings will be held once per week with occasional scheduling to accommodate for 10 weeks per semester. External speaker events, workshops, and interview preparation will be announced throughout the year.

**Article IX – Method of Amending Constitution: Proposals, notice, and voting requirements**

Proposed amendments will be in writing and read at the meeting in which they are proposed. A majority agreement among the officers are required for the amendment to pass. The constitution is to be amended frequently with any new procedures for the first year since registration. The constitution is not intended to be amended easily or frequently after that.

**Article X – Method of Dissolution of Organization**

Dissolution may only occur after majority vote of the officers at which point the Student activities staff must be notified. All organization assets and debts much be transferred to The Ohio State University.

**By-Laws**

**Article I – Parliamentary Authority**

 The rules contained in the constitution 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**

In order to become a member, students must attend at least one meeting and any other guidelines set by the executive committee. They must also pay dues if required.

**Article III - Election / Appointment of Government Leadership**

Members of the current Executive Committee will appoint the next generation of student leaders by the start of each calendar year with the exception of the founding executive committee which may wait until January 2022 to designate their replacements.

**Article IV- Executive Committee**

The executive committee is comprised of the President, Director of Growth and Strategy, Director of Membership Development, Director of Finance, and Director of Human Capital.

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

The advisor is not expected to attend any meetings or events but if expected to stay in contact on a month-to-month basis. The advisor is supposed to support and guide the executive board with any external considerations.

**Article VII - Meeting Requirements**

At least half of the members of the Executive Committee must be present for any meeting to propose an amendment or change to the bylaws or constitution.

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

Proposed amendments or changes will be in writing and read at the meeting in which they are proposed. A majority agreement among the officers are required for the amendment to pass and be added to the By-laws.

**Article IX – Removal and Dismissal Procedures**

Removal policies will follow the constitution policies with the following additions: Executive Board officer removals will be held through voting where the member in question cannot vote and the votes will take place through a digital and anonymous fashion.