**Constitution**

Buckeye Ventures

Constitution

**Preamble**

Buckeye Venturesis a student-led project-based program formed with the purpose of exposing Ohio State undergraduate students to the venture capital and private equity industries, supplying them with real-world experience and connecting them with VC and PE industry professionals.

**Article I: Name**

The name of this organization will be Buckeye Ventures.

# **Article II: Membership**

Section I: Classes of Members: The membership of Buckeye Ventures shall consist of Student Members and Alumni Members. Buckeye Ventures membership will be determined upon project need and will be recruited for and filled accordingly.

Section II: Non Discrimination Policy: 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.

Section III: Student Members: Student membership is open to any student who is currently an undergraduate student at The Ohio State University and has plans to remain a student for the duration of their participation in Buckeye Ventures. Student members will be required to undergo an application and interview process.

A. Student Member in Good Standing: A student member in good standing is an individual who does not meet Categories (B), (C), (D) of this article.

B. Leave of Absence: A student member on “leave of absence” while still engaged in Buckeye Ventures is an individual who is temporarily not available to participate in membership activities due to military leave, Co-Op or internship, study abroad, medical emergency or extreme hardship. A member on leave of absence shall not be required to fulfill organization responsibilities or pay organizational financial obligations. Any student who wishes to take a leave of absence will have to inform the executive board prior to his or her leave. Any student member who takes a leave of absence must interview with the executive board.

C. Suspended: A suspended student member is an individual that has been temporarily removed from the organizational roster for failing to meet attendance, assignment or financial obligations. Only the Executive Board has the power to suspend student members by means of a simple majority vote. Upon a successful suspension vote, the Executive Board must outline steps the newly suspended member must take to once again enter into good standing.

D. Expelled: A student member in expelled status is an individual that has been permanently removed from all rights of membership. Only the Executive Board has the power to expel student members by means of a majority vote and can do so with a simple majority or with the executive authority of the president.

Section IV: Alumni Members: An alumni member is an individual who has been, but no longer is, a student member or advisory member of the organization and departed from the organization in good standing.

# **Article III: Executive Board**

Section I: Titles & Duties: The Buckeye Ventures executive board shall consist of 7 members, listed as follows:

**A.** President: The President is the outward face of Buckeye Ventures and is charged with properly representing its interests. The President shall be head of Buckeye Ventures and shall preside over its meetings. The President shall enforce strict observance of the policies of Buckeye Ventures and shall decide points of order in instance of dispute. The President shall have power to appoint any officers or committees not provided for by the Constitution and Statutory Code and shall have authority to preside over any committee of Buckeye Ventures. In the advent of an executive board tie vote, the President shall cast the deciding vote.

Any changes made to the organizational structure by the president must be added on or edited in this constitution, and the latest date of editing and the editor’s name must be made note of on the first page of this document.

**B.** Vice President: The Vice President is responsible for handling administrative tasks such as notes during all meetings, booking room reservations and updating membership rosters. This individual shall help the President with administrative tasks and assist throughout transition.

**C.** Treasurer: The Treasurer is responsible for managing day-to-day operations regarding the Organization's finances. They will also be responsible for maintaining bank account, checks, debit card, Venmo account and Excel files with financial information. They will set the budget to be used each semester. They will also be responsible for looking for outside funding opportunities.

**D.** Vice President of External Affairs: The Vice President of Operations will be responsible for managing relationships with our partner venture capital firms, private equity firms and startups. They will also be responsible for handling coordinating speaker events, project sourcing and anything else involving relationships with our partner companies.

**E.** Vice President of Internal Affairs coordinates events and manages relationships with other student organizations. They also will handle the planning of recruitment events at the beginning of the semester. They will also organize the process for selecting new members.

**F.** Secretary collects information about events, internships and news pertaining to venture capital and private equity to compile for the newsletter to members. In addition, they are responsible for sending monthly newsletters to advisors and corporate partners on updates on Buckeye Ventures. They will also handle rooms for meetings and events as necessary.

**G.** Product Owner: The Product Owner will be responsible for managing the Scrum Masters. They will also be the main source for questions for the Scrum Masters. It will also be their responsibility to work with the VP of External Affairs to source projects and assign products to groups.

Section II: Terms of Office: Executive Board members can only be assigned to a position if they can maintain their post for at least one year (two semesters).

**Section III: Eligibility:**  Any student who has been a member for at least one semester before the term begins is eligible to run for an elected office.

**Section IV: Election Procedure**: All elections will be held at the end of Fall Semester.

**A.** Application: Applications for Board positions will be submitted by a date determined by the President.

**B.** Interviewing Process: the Executive Board will interview each applicant at the end of the semester, excluding Executive Board members running for the same position

**C.** Voting Process: A majority vote of the Executive Board is required to elect each new elected Officer, and in the event of a tie, the President will be the deciding vote.

**D.** Announcement of Newly Executive Board Members: The newly elected Executive Board Members will be announced three days after interviews in an email to all members.

**Section V: Officer Dismissal**: Any Executive Board Member found to not be fulfilling the requirements of their position will be voted on by the rest of the Executive Board to see if dismissal is required. If the vote is unanimous, the Executive Board Member will be dismissed

**Section VI: Vacancies**: If an Executive Board member must leave their role before the end of their term, the Executive Board will vote on a replacement.

# **Article IV: General Body**

Section I: Formation of General Body: Any member of the organization who is not on the Executive Board is a general member. All decisions made by the Executive Board are to be done in consideration of the best interests of the general body. All members will be required to attend at least 80% of the meetings.

Section II: Hierarchy and Organization of Standing Committees: The following members will assist Executive Board members with the specific organization functions and projects for partner organizations and companies.

**A.** Scrum Masters: Scrum Masters, under the jurisdiction of Product Owner, will be in charge of managing and leading members within their group to plan and carry out projects for our partner venture capital firm, private equity firm and startups. The Scrum Masters will report any updates or issues about their projects to the Product Owner. The Scrum Master will be selected by the Product Owner based on their performance in previous projects. The Scrum Master must have been a Scrum Team Member for at least one semester before applying to be a Scrum Master.

**B.** Scrum Team Members: The Scrum Team Members form the members of each team. They will be led by their Scrum Master to efficiently execute projects for our partners.

**C.** Learning Series Student: General Members for their first semester in Buckeye Ventures will attend a series of workshops aimed to educate students on what VC/PE entails, how to properly conduct market research and analyses, startup sourcing and more. After successful completion of this semester, they will be promoted to Scrum Team Member.

# **Article IV: Faculty Advisor**

The Faculty Advisor must be a full-time University Faculty member or part of the Administrative and Professional Staff. The Advisor will be elected by a majority vote by the Executive Board. The advisor will hold their position until their resignation, or impeachment by a 70% majority vote by the Executive Board.

# **Article VI: Meetings of the Association**

Section I: General Assembly Meetings: Meetings by the General Assembly will be held weekly.

Section II: Executive Board Meetings: Meetings for the Executive Board will be held weekly.

**Articles VII: Method of Amending the Constitution**

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

**Articles VIII: Method of Dissolution of the Organization**

If Buckeye Ventures suffers financial hardship and is unable to recover, a proposal to dissolve the Organization shall be made. A unanimous vote shall be required of the Executive Board for dissolution.