

Constitution

Article I – Name, Purpose, and Non-Discrimination Policy

Section 1: Name

Smart Campus Organization

Section 2: Purpose Statement

The mission of this organization is:

“Smart Campus is a student-driven, multidisciplinary organization that develops innovative solutions through collaborative efforts and project-based teams to improve the Ohio State community.”

A smart campus leverages data analytics and technological advances to improve campus life through enhanced university services. Our organization engages in internal campus projects, uses campus as a test bed for industry-sponsored projects, and collaborates with the Smart Columbus initiative through the blending of students from diverse academic backgrounds.

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, or any other bases under the law, in its activities, programs, admission, and employment.

Article II – Membership Requirements, Selection, and Removal Process

Section 1: Membership Requirements

A member is expected to regularly attend group meetings, participate in projects, and support the overall organization workload. A student will officially be listed as an active member of the organization if they attend at least 3 meetings per semester and are actively involved in 1 project or function.

Section 2: New Member Selection Process

A new member will be added to the organization after they attend one regular meeting and identify a project or function with which to engage.

Section 3: Member Removal Process

Membership status to the organization will be removed if the team member leaves Ohio State, does not participate in team activities for more than a semester, or chooses to no longer be a member of the team. In situations that are more complex and important than should be trusted to the three people in management, a procedure for the removal of a team member will be introduced via amendments.

Article III – Organization Leadership

Section 1: President

The President is charged with making decisions that embody the will of the team’s members and align with the best interests of the organization, as defined by the organization’s stakeholders.

The President works to coordinate the team’s activities at the highest level. The President shall both organize and conduct meetings of the team and the team leadership. This position is responsible for

defining the division of operational responsibilities among the other team leadership positions and for resolving questions of jurisdictional conflict between team members.

The President is responsible for seeking new project opportunities and shall be the primary point of contact between the team and outside entities, except where delegated. The President is likewise charged with ensuring a reasonable standard of team conduct.

Section 2: Vice President

Those holding the role of the Vice President are tasked to support the President by coordinating the actions of the team's members as they relate to the completion of the team's primary technical project. The Vice President works to manage and organize top-level project requirements, create and maintain project schedules, and to oversee the division of labor necessary to complete the team's primary technical project.

The position of the Vice President is held by those team members who understand the scope of the team's technical goals and are committed to ensuring that the team's members can achieve these goals. The Vice President must be capable of clearly communicating engineering concepts both to members of the team and to a general audience. Those holding this position should focus on ensuring that the team's general members possess the tools, knowledge, and support necessary to complete their technical projects as required.

Section 3: Treasurer

Team members holding the position of Treasurer are collectively charged with supporting the President by coordinating the activities of the team's members to ensure smooth operation of the team's day-to-day business functions including outreach, financial tracking, sponsorship, and more.

The Treasurer shall receive all monies for the organization, shall pay all bills, and shall keep an exact amount of all receipts and expenditures and report them to the business manager at the Center for Automotive Research.

Section 4: Communications Officer

The Communications officer is responsible for overseeing and managing key communications and public relations for the organization. This includes planning events with other organizations/industry/University departments, informing members of smart-campus related events and news, coordinating website publications, and working with the Marketing officer toward common goals.

Section 5: Marketing Officer

The Marketing officer shall work in conjunction with the communications agenda. The Marketing officer must develop an annual brand strategy/marketing plan, maintain social media presence, and promote Smart Campus related events on campus. The Marketing officer shall implement methods for student outreach and member retention.

Section 6: Chief Data Officer

The Chief Data Officer shall oversee and facilitate the use of data in all projects and across the organization. The Chief Data Officer must collaborate with student and University partners, aligning with

the University's mission of "creating a living lab" on campus, utilizing holistic data from the city and the University.

Section 7: Chief Technology Officer

The Chief Technology Officer shall oversee and provide support for projects across the organization. The CTO will maintain the organization repository and help leverage resources and knowledge in order to support the various organization projects. They will also be in charge of maintaining the organization's website

Section 8: Chief Innovation Officer

The Chief Innovation Officer is responsible for overseeing the innovation processes inside the organization while identifying strategies, future opportunities, resources and new technologies that target efficient growth in all aspects of the organization.

Article IV – Officer Eligibility, Selection, and Removal

Section 1: Officer Eligibility

A member may be eligible for an officer position if they meet the following criteria: the member currently has active member status, the member has held active member status for at least one semester, and the member has at least two semesters remaining before they graduate. All three of these criteria must be met at the time of the selection process.

Section 2: Officer Selection Process

At the end of each school year, a vote will be held to determine the team's leadership for the upcoming year. Team members can nominate themselves or others for the different officer positions. The team's active members will then vote on the candidates and the candidate with the most votes will earn the position for the next year. The voting process shall be carried out by means of a ballot. Should an officer step down before the next selection process, an emergency vote will take place to immediately fill the vacant position.

Section 3: Officer Removal Process

An officer of the team will be removed if the officer leaves Ohio State, if the officer steps down from office, or if the officer is not selected as an officer through the voting procedure for the upcoming year. In the event a team member feels that an officer must be removed from the team before the next election, the team advisor must use their discretion to determine the outcome of the officer removal.

Article V – Executive Committee

Section 1: Role of Executive Committee

The role of the Executive Committee shall be to approve new organization members.

Section 2: Makeup of Executive Committee

The Executive Committee will be comprised of the organization leadership.

Article VI – Projects

Section 1: Selection of New Projects

New organization projects must pass a majority vote from the active team members.

Article VII – Constitution

Section 1: Amending Constitution

The Constitution may be amended by a majority vote of the Executive Committee, provided the amendment is proposed at least one meeting prior to the time of voting.

All proposed amendments shall be presented and read at a regular meeting and shall be effective immediately following the meeting in which the amendments are approved.