**Constitution for the Fisher Real Estate Society – Undergraduate Chapter**

***Article 1*** *– Name, Purpose and Non-Discrimination Policy of the Organization*

***Section 1****:* The Fisher Real Estate Society – Undergraduate Chapter (alternatively referred to as FRES)

***Section 2****:* Purpose - The Fisher Real Estate Society – Undergraduate Chapter (FRES) aims to educate, encourage and assist students with future careers in the real estate industry. FRES allows students to network with other students, faculty, alumni and recruiters in the real estate industry. Given the vast interest in personal investing in real estate, we will also be learning about how one can invest in real estate. We hope that FRES will become one of the fastest growing and most widely recognized student organizations at Fisher.

***Section 3***: Non-Discrimination Policy: The Fisher Real Estate Society 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: Qualifications and categories of membership.***

FRES members are required to be students of the Ohio State University. Members can join the organization by filling out an application form and paying the membership dues. Participation within the organization is encouraged as there will be rewards for those who show dedication to learning the real estate profession.

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

Officers of the FRES are elected by the general members. Candidates are nominated by themselves or by peers for specific positions.

* President
  + Direct contact to Center of Real Estate and Graduate FRES
  + Attend all Council of Presidents (COP) and Finance Meetings
  + Set monthly executive board meeting dates
  + Responsible for updating website and e-board communication channel
  + Send out weekly email including updates, events, and spotlights
* Senior Vice President
  + Plan educational and social events for general body
  + Book meeting room each quarter
  + Gather professional contacts/internship information
  + Organize meeting events and resources
  + Coordinate all transportation/carpooling for distanced events
* Vice President of Finance
  + Collect membership dues
  + Organize receipts and complete end of the year audits
  + Purchase materials/resources for meetings
  + Apply for funding and keep track of application deadlines
  + Provide budget updates to general body upon request
* Vice President of Corporate Relations
  + Gather professional speakers of varying real estate career paths
  + Plan site visits and/or local real estate company visits
  + Plan “Industry Night” in order to connect FRES with Columbus RE Professionals
* Vice President of Membership
  + Lead Involvement Fair efforts and create marketing materials
  + Keep track of roster and meeting attendance
  + Promote FRES through Fisher survey classes & schools outside of Fisher
  + Design and purchase t-shirts for the general body
* Vice President of Communications
  + Schedule weekly posts to FRES Instagram
  + Connect with membership and alumni on social media
  + Submit FisherU event entries and update FRES website as needed
  + Submit weekly “This Week in Schoenbaum” (TWIS) column

## Article IV: Adviser: Qualification Criteria

Adviser for the FRES will be a faculty member from the Finance department in the Fisher College of Business. The adviser role will be to provide guidance and direction to the organization and also to provide assistance in developing external contacts.

## Article V: Meetings of the Organization

FRES formally meets weekly. In addition, there are events such as tours and other special events for which members will meet. Attendance to all events is voluntary. The executive committee meets bi-weekly to plan events and discuss any issues that may arise.

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

In order to amend the constitution,

* member of the executive committee must propose an amendment,
* another member must second,
* adviser must approve the amendment,
* a notice must be sent out via email or at least a week before a general meeting,
* members must vote either by email or in person at the general meeting

***Article VII: Method of Dissolution of Organization***

In order to dissolve the organization,

* member of the executive committee must propose dissolution,
* another member must second,
* adviser must approve,
* a notice must be sent out via email or at least a week before a general meeting,
* members must vote either by email or in person at the general meeting

If there is no executive committee in existence and there is no member willing to assume the leadership role, the adviser may dissolve the organization without a proposal.

***Article VIII: Attendance***

All members of the executive board must attend 100% of meetings unless he/she has a legitimate excuse and informs the President 24 hours in advance that they will not be there listing their legitimate excuse. Legitimate excuses are family emergency, emergency, exam, interview, and bad illness. Missing meetings because of class is discouraged but if class time is unavoidable, the executive board member must meet with the President or their point person (a council member or someone s/he is working with on a project) within that week to update him/her on their tasks and position.

* Removal of an executive board member because of failure to meet the attendance requirements will be voted on by the executive board and removed at a majority vote.
* If removal of an executive board member by vote does occur, his/her duties will be divided up by the President.
* Removal of a general member shall be as a result of unruly behavior/ solicitation at any meeting. A majority vote by the Executive Board is needed to remove a general member.

All executive members must always act in a professional manner. An executive staff member can be dismissed after 3 complaints have been submitted to the President about another executive staff member. The President can also initiate a vote to dismiss an executive staff member based on lack of attendance (less than 50%) or a lack of fulfilling their stated duties.