

Constitution and By-Laws of the Theme Park Engineering Group at The Ohio State University

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

Section 1: The name of this student organization shall be the Theme Park Engineering Group at The Ohio State University. Throughout the rest of the document, the Theme Park Engineering Group will also be referenced as “Group” or “Organization”.

Section 2: This Organization and its members shall 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 and programs.

Section 3: The purpose of this Organization is to enhance the technical knowledge gained by members in the classroom through applications in the theme park and entertainment industry. This shall take the form of team design projects as well as various educational opportunities. In addition, the Organization will strive to establish and foster a network of professional relationships for the purpose of gaining further industry insight, as well as offering members opportunities for advancement within the themed entertainment industry.

Article 2: Membership and Membership Privileges

Section 1: Membership to this chapter shall be limited to students currently enrolled at The Ohio State University. Students at other universities who wish to start their own chapter shall contact the Ohio State chapter for the steps to set up the Organization at their institution. Said outside interest or involvement in the Group is not prohibited; however, they will be subject to their own sets of rules and regulations.

Section 2: There is no specific GPA requirement for the Group. However, membership status is limited to students who remain in good academic standing with the university and respective college. Should a member go on university probation due to inadequate GPA, the member will

not be allowed to participate in any events or projects for the Group until they are back in good standing.

Section 3: Membership status shall be divided into two sub groups: paid and non-paid members. A paid member will be one that chooses to pay the dues of the organization that are established by the Executive Council at the beginning of each academic year. Paid members receive the benefits of monetary compensation for travel up to a declared amount specified by the treasurer of the organization, preferential selection on any associated trips where attendance is limited and other benefits as determined by the executive board at the beginning of each academic year. Any member of the Theme Park Engineering Group shall be allowed to become a paid member. Should a paid member take a leave of absence, membership dues will not be refunded.

Section 4: A member of the group who is in violation of Article 1, Section 2, of the Organization's constitution or is practices any wrongful acts while representing the Group, will be subject to review by the Executive Members. Upon review, said member can be disciplined, as viewed necessary, by the Executive Members. All discipline must stay in accordance with The Ohio State University's policies.

Section 5: As part of disciplining Group members per Article 2, Section 4, the Executive Members have the right to revoke membership. However, for an individual to have their membership revoked, the Executive Members must pass a two-thirds vote in favor of revocation. Paid members shall not receive a refund should their membership be revoked.

Section 6: If a member has had their membership revoked, they can petition with the Group's faculty advisor for reentry into the Organization's membership.

Article 3: Organizational Leadership and Election of New Leaders

Section 1: Organization leaders compose the Executive Board. Leaders are chosen from the general membership. Leadership positions are as follows: President, Project Manager/Vice President, Treasurer, Media Chair, Social Chair, Industry Chair, Secretary, and Engineers' Council Representative. The duties of each Executive Board position are dependent on the current status of the Group's objective.

Section 2:

The method for deciding leadership positions will be done by the following process: All candidates will be individuals from the group who have actively participated in the group for at least one semester. Each candidate will submit a two-slide power point presentation one week before elections. Each candidate may only apply for two positions. If a candidate wins two positions, they must accept the one they prefer. The position vacated by this candidate will then go to the runner-up. The voting will take place on paper at a general body meeting using a ranked system. Votes will be counted by an unbiased third party who is not running for an e-board position. Any positions not filled will be open first to anyone who ran but did not get elected, then will be open to the general body after one week. All selections will be subject to approval by the previous President.

Section 3: Position availabilities are as follows:

President, Project Manager, Treasurer, Social Chair, Web Chair, Media Chair, Industry Chair, Engineers' Council Representative, Secretary.

Section 4: All executive members of the Organization are held to the same membership guidelines and standards as any other member. Therefore, executives will be subject to the same discipline procedures as all other members. However, they will not have a say in the discipline, and will not have a vote at such time.

Section 5: If an executive member has had their membership revoked, like other members, they can petition to the advisor for membership. If said member is given membership back into the Group, they can only be granted their same position as an Executive Member at the hand of the advisor. If the advisor does not wish to put the member back into said position, the member will have to wait for the traditional Executive replacement process.

Section 6: As noted in Article 3, Section 1, executive role duties may change with the Group's current objectives. The following provides only general guidance and minimum responsibilities for how each of the Executive roles shall be performed.

- President – Supervises all logistics of the Group, helps other Executive members in their own tasks, and performs the yearly requirements set forth by The Ohio State University's Office of Student Life.
- Project Manager/Vice President – Leads the ideation and operation of the Group's design projects. This is also the secondary leader of the Group and may be responsible for presidential duties when needed.

- Secretary – Tracks general body and executive board meeting attendance, takes notes of the executive meeting each week, maintains the Microsoft Teams, creates a Semester in Review document with other board members, and documents projects done by the organization. They also serve as a SITE Coordinator.
- Treasurer – Tracks money into and out of the Group, completes any yearly audits, finds marketing and fundraising opportunities, and works with the Group to fund projects, activities, and trips. They will create an end of year operating funds ledger and serve as a SITE Coordinator.
- Engineers' Council Representative – Attends all E-Council meetings and discusses relevant information with the rest of the Executive Board.
- Social Media Chair – Operates all social media accounts for the Group including Facebook, Instagram, TikTok, LinkedIn, etc. Also maintains and updates group's website regularly.
- Industry Chair – Informs members of the organization of updates within the industry and internship opportunities, as they are available.
- Social Events Chair – Organizes social events for the members of the Group; normally outside of normal meeting time and in a non-academic setting.

Section 7: Executive board members will receive the benefit of priority seating on trips or other events with limited attendance even if they are not a member of a *paid* status.

Section 8: If a member of the appointed Executive Board takes an internship or co-op or otherwise cannot appropriately perform their appointed duties, the Executive Board shall decide who of the board is best suited to fill the position. If a decision cannot be reached by the executive members, then a traditional Executive replacement vote will take place before the beginning of the semester or year in question.

Article 4: Official Advisors

Section 1: Official Advisors are to be full-time faculty or Administrative and Professional staff members of The Ohio State University. The advisor is to give their best judgment and professional opinions of the Group's current tasks, while not forcing their ideas as the final decision of the Group. They have final control of administrative responsibilities, including but not limited to academic performance, financial obligations, and representation of the Group.

Section 2: The Official Advisor of the Theme Park Engineering Group will be selected by the Mechanical Engineering Department Chair of the College of Engineering at The Ohio State University.

Article 5: Meetings of the Organization

Section 1: General Meetings are held on a consistent basis. While attendance is not required, it is recommended that members attend as often as possible in order to stay current with projects and events taking place within the Group.

Article 6: Method of Amending Constitution

Section 1: If a member of the Theme Park Engineering Group proposes to amend the Organization's Constitution, he or she must notify the Executive Committee. The Executive Committee will then send, at minimum, two notifications to all Group members of when the amendment will be presented in a General Meeting. The first notifications must be issued between one week before said General meeting, and the second no less than a day before said meeting. At the General Meeting, the amendment must be presented so it is communicated clearly to all in attendance. All questions regarding the proposed amendment must be answered. Once all questions have been answered, a silent vote shall take place. The votes shall be counted publicly in front of the entire attendance of the General Meeting in which it was voted upon. If the amendment has been passed by 2/3 of those in attendance, it shall become part of the Theme Park Engineering Group's Constitution.

Section 2: Amendments to the Organization's Constitution cannot alter or override Article 1: Sections 1 and 2 of this document.

Section 3: Any amendment that is passed by the Organization's members is subject to veto by the Group's Official Advisor.

Section 4: The Official Advisor's veto can be overridden by the members of the Group with a 100% vote in favor of the proposed amendment.

Section 5: No amendment to the Organization's Constitution can be made if it violates any laws within the College of Engineering at The Ohio State University, the Office of Student Life, The Ohio State University, and governmental laws on any level.

Article 7: Method of Dissolution

Section 1: The Group cannot be disassembled by either the members or the Official Advisor alone. There must be a complete consensus of the Group to disband. This would occur under the circumstance that there is insufficient interest or overbearing debt. In this case the assets of the Group would then be sold off to interested parties. If there are remaining assets that then they will be distributed to members. The remaining debt will then be assimilated to the University budget.

Section 2: The Organization at The Ohio State University can be dissolved by said university if it is found to be acting outside the ground's outlined by The Ohio State University.

Article 8: Responsibilities, Legal Issues, and Property Rights

Section 1: The Ohio State University and the Theme Park Engineering Group at The Ohio State University will not be held responsible for any personal damages or losses that result from interactions with the Group. The Organization, despite being overseen by an Official Advisor, is not professionally trained or checked for quality in its day-to-day activities. Therefore, anyone involved with the Group, including individual members, is completely responsible for his or her own actions, and cannot hold the Theme Park Engineering Group at The Ohio State University responsible.

Section 2: Also, unless explicitly agreed upon, all intellectual developments that result from collaboration with an outside group will belong to the Theme Park Engineering Group at The Ohio State University and its members, unless otherwise stipulated in negotiations between the Organization and said party.