



# Constitution

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## Preamble

Buckeye Ventures is 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 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.

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 main members with 4 additional chair positions, 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.

**B. Senior Vice President:** Work with the president to monitor overall club operations. 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 the transition. Help the VP of recruitment lead recruiting and work on marketing the club to prospective members.

**C. Vice President of Finance and Administration:** 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 Programming: Organize social and professional events for current and new members to increase chemistry within the club. Assist with recruitment.

**E.** Vice President of New Member Development: Develop and instruct the Buckeye Ventures Learning Series to 20+ new members on topics pertaining to venture capital, private equity, and banking. Articulate to new members the purpose and philosophy of the new member's experience while facilitating educational experiences, issuing constructive feedback, and providing mentorship. Helping to lead the new member recruiting of Buckeye Ventures at the start of the semester and working on the interviews with every other executive board member to identify the best-fit candidates to join the club.

**F.** Vice President of Recruitment: Collects information about events, internships and news pertaining to venture capital and private equity to compile for the newsletter to members. They will also handle rooms for meetings and events as necessary. Create the information slides while keeping them updated with general organization structure, hierarchy, member development, professionalism opportunities, etc. Create social media flyers with details on information sessions and a short description of the pros of joining Buckeye Ventures. Both the information slides and social media flyers should be clear, concise, informative, and aesthetically appealing. Lead all the information sessions along with available executive board members and be a general contact to potential new members. Manage the interview processes.

**G.** Vice President of Operations: 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. Manage and oversee the website making any updates as seen fit. Additionally, deal with week-to-week operations along with the President and

Senior Venture Officer when anything relevant comes up that cannot be delegated. Send weekly emails.

**H. Chief Venture Officer:** Develop and communicate investment strategy and policies, contribute to business strategy, manage, and develop the investment team, and supervise and oversee the investment process. This position entails the responsibility of the technical head and primary educator of the general body, including the executive board. All pitches must be approved by this person. The CVO should maintain decorum with the help of the president to maintain internal harmony across all groups and the sectors within.

## **Additional Chair positions**

**A.** Operations Chair(s): Work with VP Operations as seen fit.

**B.** Programming Chair(s): Specializes and only plans and coordinates events. Selecting venues, adhering to a given budget, arrange vendors and ensure all members and potential clients are satisfied at scheduled events. Assist VP Programming with any tasks delegated.

**C.** Marketing Chair(s): Developing PR strategies and campaigns to market our organization. Preparing press releases, keynote speeches and promotional material. Building positive relationships with members, clients, prospective new members, media, and the public. Manage all Buckeye Ventures' social media while communicating with the Vice President of Recruitment for infographic details during recruitment times. Also, work with the programming chair with any events posted on the Buckeye Ventures social media pages.

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.

#### **Article IV: General Body**

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.