

## **Asian Business Students Association Constitution**

### ***Article I: Name, Purpose, and Non-Discrimination Policy of Organization***

Section 1: Name:

Asian Business Student Association (ABSA)

Section 2: Purpose:

The Asian Business Student Association was established to provide its members and other students in the College of Business and the University with opportunities to learn, discuss and interact about different issues affecting the business environment in countries around the world. In addition, ABSA strives to provide members with professional development, community awareness, leadership and team building training. ABSA also provides students with opportunities to take initiative and work with each other and various student organizations to strengthen the awareness and importance of Asian and Asian Pacific American affairs.

These goals are accomplished through interaction with professionals, deans, faculty, other student organizations, and the career services office.

Section 3: Non-Discriminatory Policy of Organization:

This organization and its members shall not discriminate against any individual(s) 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 basis in accordance with these guidelines.

### ***Article II- Membership: Qualifications and categories of membership***

Registered members shall be limited to only current Ohio State students. Registered members are those who have paid dues to the organization and met minimum qualifications throughout the year.

### ***Article III-Organizational Leadership: Titles, terms of office, type of selection, and duties of the leaders***

The executive board of ABSA shall consist of President, VP of Operations, VP of Corporate Relations, VP of Events, VP of Membership, VP of Finance, VP of Marketing, VP of DEI & Philanthropy, VP of Alumni Relations with the number of executives to not exceed 9. There are also 6 leadership committee positions available to new members to become involved within the organization in the Fall semester. If there are circumstances which limit the number of executives, ABSA will be run with fewer executive positions which must include a President, Vice President of Finance, and Vice President of Corporate Relations.

Executive and leadership committee positions are given based on an application and interview process. This process will always take place in the middle of the Spring semester. The current executive board reviews all applications and conducts interviews to select prospective members for the succeeding board. Prospective members are reviewed through discussion followed by a blind vote conducted by the current Vice President of Operations.

Prospective members and/or current executive board members are appointed to all

positions except President. The President is appointed based on an application and interview process exclusive to members of the current executive board. The current President will have an open discussion with the current executive board to appoint the President for the upcoming term. Each President may not serve more than 1 term. All appointed executives will serve a term of one year beginning Summer Term of election year until the end of Spring Semester the following year. All prospective executives must be registered members to run any positions.

The roles of the executive board can be more defined by each successive President; however, general guidelines will apply.

- 1. President** will be the figurehead of the organization and shall call to order general body meetings, as well as executive meetings. The President will attend any necessary meetings as outlined by the requirements of the University or needs by the organization. The President will oversee the duties of the other executives. Will be in charge of student organization day to day operations including but not limited to maintaining student organization status and attending monthly Council of Presidents Meetings. Will set clear tangible goals for the organization to reach and help facilitate difficulties that might arise. Will be in charge of the annual HBS trip that ABSA takes to Boston.
- 2. Vice President of Operations** Will be in charge of finding company recruiters to come in and speak. Will communicate professionally with each and every recruiter to confirm meeting day and food sponsorship. Will be in charge of running meetings when president is unavailable. Will be directly in charge of Marketing Director, Event Director, and Communications Director. Will on occasion be asked to attend monthly Council of Presidents meetings with President to represent ABSA and vote on funding.
- 3. Vice President of Finance** Will be in charge of ABSA finances, fundraising, applying for funding, and etc. Finances will include membership dues and making sure ABSA is properly reimbursed during partnership events. Will apply for funding with appropriate timing and work with Marketing, Event, and Communications Directors for projects. Will on occasion be asked to attend monthly Council of Presidents meetings with President to represent ABSA and vote on funding.
- 4. Vice President of Membership** Will be in charge of membership, weekly emails, forms, alumni relations and room bookings. Will work to understand membership demographic. Will work to try and increase membership through various means. Will work with Marketing Director and Event Director to do this. Will on occasion be asked to attend monthly Council of Presidents meetings with President to represent ABSA and vote on funding.
- 5. Vice President of Marketing** Will be in charge of contacting This Week In Schoenbaum (TWIS) and getting ABSA's name out there. Will oversee ABSA's social media accounts, official website, and taking pictures and videos at events. Will work with Event Director closely to make sure 2 social events a semester are well advertised and work to try and up general member engagement. Will on occasion be asked to attend monthly Council of Presidents meetings with President to represent ABSA and vote on funding.

6. **Vice President of Events** Will be in charge of ABSA social events. (At least 2 per semester) Will plan and organize the end of semester banquets logistically and operationally and work closely with the Treasurer to get funding. Will work with the marketing director to get events planned. Will spearhead collaborations with other Fisher organizations. Will on occasion be asked to attend monthly Council of Presidents meetings with President to represent ABSA and vote on funding.
7. **Vice President of Corporate Relations** Will coordinate with Event Director and Vice President in weekly meeting agenda. Will act as a liaison for the ABSA organization in communication with other student organizations for partnerships and collaborations. Will attend networking events to promote ABSA and network with potential guest speakers for ABSA. Will work with the Treasurer to identify potential company sponsorships. Will work closely with the Vice President on finding company recruiters for events and spearheading student or faculty panel events. Will be CC'd on emails regarding meetings and make sure ABSA calendars and promotions are properly marked. Will on occasion be asked to attend monthly Council of Presidents meetings with the President to represent ABSA and vote on funding.
8. **Vice President of DEI & Philanthropy** Lead efforts to engage with diverse communities, both within and outside the university. Collaborate with other student organizations, community groups, and nonprofits to promote diversity and inclusion. Develop and oversee the club's philanthropic activities and partnerships. Identify opportunities for charitable donations, volunteer work, and community service projects that align with the club's values and DEI goals. Work closely with the VP of Events to ensure that DEI principles are integrated into club events and activities. Work closely with the VP of Corporate Relations to establish a semester long philanthropic project with a local Asian-American nonprofit.
9. **Vice President of Alumni Relations** Will be in charge of planning, directing, and organizing the Alumni reunion event of the Fall Semester. Will be responsible for contacting alumni, updating our alumni database, and securing all confirming all details needed for the event.

#### ***Article IV – Method of Selecting and/or Removing Officers and Members***

General members and appointed leaders should be expected to meet certain standards and conduct themselves in a way that reflects well on the organization.

1. Active participation/involvement in the organization
2. Volunteer at ABSA's cultural and social events
3. Take the initiative to suggest ideas to better the organization
4. Strive to make ABSA develop and grow
5. Network and build friendships with ABSA's executive board and other members

In the event that a member or leader does not meet those expectations, ABSA has procedures in place for objectively considering the member's or leader's probationary membership status or removal from the organization. ABSA's non-discrimination policy must be held true throughout the entire process.

1. A meeting will be held between President and member/leader to discuss the status of the member.

2. The President must discuss the problems that have arisen with the member or leader. He/she is given a warning.
3. If the member or leader continues to not meet expectations set by ABSA, President has the right to remove/replace member or leader.
4. The advisor must be aware in conducting this entire review and process. The advisor is permitted to make suggestions and become part of the decision process.

***Article V – Advisor(s) or Advisor Board: Qualification Criteria***

Advisors of ABSA must be full-time members of the University faculty or Administrative & Professional Staff. The responsibility of the advisor is to locate resources for the organization and provide advice should the organization need it. The advisor will be a key contact and liaison with University officials.

***Article VI – Meetings of the Organization: Required meetings and their frequency***

Meetings are to be held every week, conditions permitting.