



CURRERE DONEC APPREHENSUM

Diamond Grove Scholars Constitution

ARTICLE I

Name, Logo, and Purpose of the Organization

Section I: Name

With the partnership of The Ohio State University and Starlab, the first commercial space station developed for the low-Earth orbit (LEO) destination, came the start of Diamond Grove Scholars. As the ground location for Starlab is built out, it will be hosted in the George Washington Science Park (GWCSF), which will be located on Ohio State's campus. GWCSF is named after the revolutionary agricultural engineer, Dr. George Washington Carver. Dr. Carver's birthplace is a small crossroads in southern Missouri called Diamond Grove. This is the foundation of the organization's name.

Section II: Logo

The logo features Starlab and shows 3 stars as to represent the organization's 3 goals (discussed in Article I, Section III) as well as an encasing diamond behind Starlab, representative of the name.

Section III: Purpose

Diamond Grove Scholars has 3 goals: K-12 outreach, college outreach, and professional development for students; these will be touched upon more in Article II. The mission of the organization is to create a place for all students in space. The organization Diamond Grove Scholars, often referred to as DGS **welcomes all students** to join DGS's projects, outreach programs, events, and more.

ARTICLE II

Operations of the Organization

Section I: K-12 Outreach

One goal of Diamond Grove Scholars is to engage K-12 students with the space industry. K-12 students are the future of the space industry and that is why their involvement is so critical to our success. Diamond Grove Scholars has engaged students in the past through writing 4-H Project books and a penpal program. These

programs as well as any future K-12 outreach programs will work towards furthering this goal.

Section II: Skills Projects

Diamond Grove Scholars' second goal is to connect college students to the space industry. This has been done in the past through hands-on skills projects. These projects give students the opportunity to get experience working as a team to meet deadlines on a project fully open to their creativity and curiosity. These projects are currently hosted in the Starlab Ground Location - US, which is the ground facility for Starlab that handles payload development and testing.

Section III: Professional Development

Diamond Grove Scholars' third goal is to promote professional development for students. This is done by sending students to conferences so they can learn to network with industry professionals and other students in the space industry. Two conferences DGS has sent students to in the past have been the Ohio Space Forum and the Keystone Space Collaborative Conference.

ARTICLE III

Intersection with Starlab Partners

Diamond Grove Scholars works heavily with The Ohio State University Starlab team, so there is a connection between DGS and Starlab LLC. The OSU Starlab team provides a point of origin for accelerating space industry outreach and helps DGS be the catalyst for growth in research amongst the student community, universities, non-profits, and government entities.

ARTICLE IV

Membership Qualifications

To be considered a member of Diamond Grove Scholars, what is required is participation in our general body meetings held on the first Monday of each month. There are no further requirements besides encouraging a positive learning

environment and supportive community. There are no degree requirements because ***all are welcomed and appreciated here.***

ARTICLE V

Chapter Leadership

Below enlist the duties and responsibilities of chapter leadership, often referred to as the Executive Board or eBoard.

Section I: President

- Make general body meeting slides and receive input from the rest of the eBoard.
- Correspond with students and arrange discussions and/or tours of the Starlab Ground Location - US or DGS.
- Add information to the website such as adding new/updating events, research projects, and outreach projects.
- Attend the weekly Starlab meeting, eBoard meeting, and the monthly GBM.

Section II: Treasurer

- Fill out CSA forms for programming funding for events and projects.
- Manage all budgets and ordering for outreach, research projects, general body, and social supplies.
- Order food for events.
- Pick up checks from CSA programming funds at the KBK in the Ohio Union.
- Reach out to potential sponsors at least once a month.
- Attend the eBoard meeting and monthly GBM.

Section III: Secretary

- Take officer meeting notes and write them up in a weekly email for the eBoard.
- Get input from every role and write it into the DGS update newsletter.
- Attend the eBoard meeting and monthly GBM.

Section IV: Research Director

- Have weekly/biweekly meetings with all project team heads.

- Deal with making bills of materials for project teams, making sure to use OSU-approved vendors for supplies.
- Work with the treasurer to order supplies.
- Respond to student emails and potentially give tours to interested students of the DGS maker space and SGL- US.
- Attend the weekly Starlab meeting, eBoard meeting, and the monthly GBM.
- Attend project meetings if available to supervise and assist if needed.
- Reach out to companies related to research projects for connections and sponsorships for new projects and funding.

Section V: Outreach Director

- Coordinate penpal letter pickups, photos of letters, and set up meeting times for people to work on letters.
- Lead 4H project book planning and writing.
- Help with outreach for various events such as COSI Science Festival, tutoring opportunities, and any other applicable ways to get K-12 interested in space.
- Attend tag-up meetings with OSU Starlab's Outreach head, Dr. Howard Greene.
- Attend the eBoard meeting and monthly GBM.

Section VI: Program Director

- Work on GBM icebreakers and games to increase student engagement and help build a community.
- Figure out what food to order for GBM and social events as well as work with the treasurer for ordering.
- Brainstorm social event ideas that can be done throughout the semester.
- Help book event spaces such as planetarium shows, nuclear reactor tours, etc.
- Attend the eBoard meeting and monthly GBM.
- Coordinate all college outreach events such as the involvement fairs.
- Assist with the marketing and logistics of the annual DGS Space Ventures program.

Section VII: Media Director

- Create promotional posts for events, projects, and programs on social media.
- Manage DGS' social media accounts and post reminders for events and projects.
- Create and distribute flyers and posters.

- Take photos during events.
- Recap post of events afterward.
- Post photos and descriptions on LinkedIn and Instagram of outreach projects, socials, and research projects.
- Take and post photos for outreach events.
- Attend the eBoard meeting and monthly GBM.

Section VIII: Engineering Council Representative

- Notify DGS general body of volunteer opportunities to earn funding through approved events.
- Represent DGS at E-Council meetings.
- Create and present fund approval requests and must have no absences from biweekly meetings.
- Vote on behalf of DGS at E-Council events.
- Attend the eBoard meeting and monthly GBM.

ARTICLE VI

Election Procedure

Diamond Grove Scholars will follow an advisory board method of officer elections. Elections will be advertised in the fall semester and will take place in the early spring semester. In the spring, officer positions that will be filled by a new member will undergo the advisory board method where the current officer will advise and assist the new member in filling that officer role. This will ensure a smooth transition for leadership. In the event an officer is removed by the procedures in Article VII, a special accelerated timeframe election will be held to fill the role in a timely manner.

ARTICLE VII

Member & Officer Removal

General membership may not be revoked except in exceptional cases of harassment or other extensive disruption of the group. If such a situation arises, officers in conjunction with the advisors will decide whether it is appropriate to revoke general

membership. Officers are expected to conduct themselves in a way that reflects well on the organization and to continue to organize regular meetings and events. In the event that either of these qualifications is not met, any voting member may formally move that the officer be relieved of their position. The motion will be voted on at the next group meeting. In the event of a majority vote, the officer should be replaced through the election procedures in Article VI.

ARTICLE VIII

Advisors

The advisors for Diamond Grove Scholars are Howard Greene (greene.8@osu.edu) and Cassidy Brozovich (brozovich.8@osu.edu).

ARTICLE IX

Non-Discrimination Policy

Diamond Grove Scholars value all students and welcomes everyone to join and participate. **All are welcome!** As such, we uphold a strict non-discrimination policy. Diamond Grove Scholars 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. If you feel you have been discriminated against, please contact the executive board immediately. Every complaint will be appropriately investigated.