

Black Students in Real Estate Constitution

Article I - Name, Purpose, and Non-Discrimination Policy of the Organization.

Section 1: Name: Black Students in Real Estate

Section 2 - Purpose: To prepare Black students to make an impact in the vast industry of real estate

Section 3 - 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.

As a student organization at The Ohio State University, Black Students in Real Estate expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here:

<https://hr.osu.edu/public/documents/policy/policy115.pdf>.

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Article II - Membership: Qualifications and categories of membership.

II.a. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

Article III – Methods for Removing Members and Executive Officers

III.a. If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization's advisor.

III.b. Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct,

university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization's advisor.

III.c. In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.

Article IV - Organization Leadership:

Black Students in Real Estate shall have a President, Senior Vice President, Vice President of Finance, Vice President of Fundraising, Vice President of Programming, Vice President of Marketing & Communications, and Vice President of Membership. These executive board members will be selected through an executive board majority vote each academic year.

President:

- Call Special meetings of the organization
- Schedules all practices, meetings, and other activities of the organization
- Obtains appropriate facilities for organization activities
- Prepares and files any reports
- Applies for and completes annual recognition forms
- Attends required meetings for registered student organizations
- Ensures all requirements for official organization registration is complete
- Liaison between organization and University officials
- Recruits Future Organization Leaders
- Represents organization at official functions
- Figurehead/face the organization
- Sends and receives correspondence on behalf of the organization
- Votes in case where there is a tie
- Appoints committees as necessary

Senior Vice President

- Fulfills the President's roles in their absence

Vice President of Finance

- The VP of Finance shall keep a current record of all financial transactions
- The VP of Finance shall develop semester reports containing a list of all receipts and disbursements and distribute them amongst members; and

- The VP of Finance is responsible for checking the accuracy of all bills.

Vice President of Fundraising

- Develop innovative approaches to attract donors and meet fundraising goals.
- Oversee fundraising initiatives to ensure alignment with mission and effectiveness.
- Cultivate strong donor connections for sustained support and loyalty.

Vice President of Programming

- Develop and oversee the implementation of programming initiatives aligned with organizational goals and audience needs.
- Ensure smooth execution of programs through effective collaboration with internal teams and external partners.
- Monitor program performance, gather feedback, and make data-driven adjustments to enhance impact and relevance.

Vice President of Marketing & Communications

- The VP of Marketing & Communications will create physical and digital flyers to promote Black Students in Real Estate events.
- The VP of Marketing & Communications will be in charge of all Black Students in Real Estate social media platforms.
- The VP of Marketing & Communications will assist the President in corporate relations activities,

Vice President of Membership

- The VP of Membership shall attend career fairs and other events to recruit new members
- The VP of Membership will coordinate with the VP of Organizational Development to keep track of new members through a master file

Advisor

- The Advisor shall assist the organization in carrying out roles and responsibilities;
- The Advisor shall provide feedback to the organization in regard to operations and give direction toward future operations;
- The Advisor shall serve as a resource;
- The Advisor should share knowledge, experience, expertise and advice for the planning of group activities; and

- The Advisor will be a nonvoting member of the organization.

Term of Office : One full academic year

Article V- Election / Selection of Organization Leadership

Elections rules and procedures, including eligibility for office, the nominating process, design of ballots and balloting procedures, and so on should be specified as well as appointment and ratification procedures. The timing of elections and/or appointments should be specified along with procedures to cover special circumstances (resignations, impeachments, etc.).

- The interested candidate must approach a member of the Executive Board to inform them of their interest, and then they shall receive an application for Executive positions.
- Qualified applicants will receive an interview from the current Executive Board to examine the applicants' ability to work well with others.
- As the final step, the Executive Board will select applicants to move forward and a candidate will be elected by the current executive board.
- All elected members must partake in a training session led by the previous members of the Executive Board.

Article VI - Executive Committee: Size and Composition of the Committee.

The Executive Committee (like a board of trustees or directors) represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. In many organizations, this Committee is composed of the organization leaders, chairpersons of the standing committees, and sometimes ex officio positions from related student organizations.

Article VII - Standing Committees

These committees serve the organization leadership, the Executive Committee, and general membership. Standing committees are permanent and designed to carry out the basic functions of the organization. Often chairpersons of these committees are appointed by the organization leadership.

Article VIII – Advisor(s) or Advisory Board: Qualification Criteria.

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. Responsibilities and expectations of advisors should be clearly and adequately described.

Article IX – Meetings and events of the Organization: Required meetings and their frequency.

Required meetings and events and their number should be specified in the governance documents and should reflect the organization's expectations for all members. For example:

IX. General meetings and attendance at two events are required each semester to retain membership in Black Students in Real Estate. Meetings will take place at least once per month.

Article X – Attendees of Events of the Organization: Required events and their frequency.

X. The organization reserves the right to address member or event attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution.

Article XI – Method of Amending Constitution: Proposals, notice, and voting requirements.

Include the method for amending the constitution here. Define the process for proposing an amendment, providing notice to the organization or executive board, and the exact voting procedure for approving the amendment.

XI. 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.

Article XII – Method of Dissolution of Organization

If an issue pertaining to a member of Black Students in Real Estate arises, it will be put on the agenda to be discussed at the next executive board meeting. At this point, possible solutions to the problem will be discussed and put on a ballot. Each executive board member will get 1 vote. Whichever is the most voted item will be the course of action BSRE will take.

In the case of officers, a similar voting process will take place. However, the board member in question will not get to vote – and the voting will be done digitally and anonymously. Appropriate actions will once again be taken based on voting results.