

# The 2024-2025 Constitution of TEDxOhioStateUniversity The Ohio State University

## Article I: Title

The name of this organization shall be TEDxOhioStateUniversity.

## Article II: Purpose

### Section 1: Licensure and Sustainability

- 1.A** One of the TEDxOhioStateUniversity advisors, Amy Barnes, is officially granted the naming license to TEDxOhioStateUniversity by TED. This advisor, or an undergraduate student, who has previously been a part of the student organization and a member of the executive team, shall have permission to hold the license to TEDxOhioStateUniversity.
- 1.B** The license for TEDxOhioStateUniversity will be renewed before the graduation of the incumbent license-holder.
- 1.C** If no one runs for curator, the executive board can nominate two people for the position. Of these nominees, one is selected by a % majority vote from the general body. If % is not reached by the general body, then the incumbent executive committee may decide via a majority vote.
- 1.D** The prospective Curator may attend any conference or event as established by TED for licensing rules if the financials are sustainable. The financial details of sustainability are stated in [ST1] Article VII.

### Section 2: General Purpose and Mission

- 2.A** To spread the mission and initiative of the international organization, TED, to The Ohio State University. TEDxOhioStateUniversity is an independently organized event that aims to promote the sharing of ideas and inspire students, faculty, staff, and community members to learn from one another through brief lectures as well as an interactive day event that complies with TED's guidelines.

### Section 3: External Affiliations

- 3.A** TEDxOhioStateUniversity, by its nature, has an affiliation with TED, and shall follow all TED guidelines. TEDxOhioStateUniversity will also actively network with other TEDx organizations.

## Article III: Membership

TEDxOhioStateUniversity is a student organization that 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 1: Qualifications and Categories of Membership

- 1.A** Voting membership is defined as limited to currently enrolled Ohio State students. Others such as faculty, alumni, professionals, etc. are encouraged to become members but as non-voting members.
- 1.B** Executive board members are selected by the Curator with counsel from advisors

through an application and interview process. In order to be considered for an executive position, the applicant must be a member of the organization for a minimum of one year prior to applying; preferably on the committee to which they plan to lead. The position of Director of Content must be assumed by a candidate who has been an existing member of the content committee for a minimum of one year. Exceptions can be made to requirements by majority vote by the incumbent executive board.

**1.C** To be considered as a member of the team, applicants must submit an application and, if selected, undergo interviews. To join the team, the applicant must then be approved by majority of the Executive Board.

**1.D** To be considered a non-voting member, individuals must be unanimously approved by the Executive Board for a designated time period. [ST<sub>2</sub>]

## **Section 2: Membership termination**

**2.A** In the event that a member or leader does not meet the general expectations of the organization, such as general body and executive meeting attendance and timely completion of tasks, the organization is able to confront the offender and discuss how to improve situation and/or respectfully ask them to step down in their position within the organization.

**2.B** The members of the committee to which the offender belongs are able to voice their opinion and debate on what the final proposed course of action should be for the alleged member.

**2.C** The Executive Board shall have final say on the matter of membership termination. [ST<sub>3</sub>]

## **Section 3: Social Probation**

**3.A** In the event that a member or leader does not meet the general expectations of the organization when participating in social events, such as jeopardizing the experience of other TEDxOhioStateUniversity members, placing other members in danger, or acting inappropriately with regards to conduct, the organization is able to confront the offender and discuss how to improve the situation as well as place the offender on social probation.

**3.B** The members who were jeopardized by the offender's actions will be interviewed individually by their respective Director and given the lead on the proposed course of action regarding social probation, University involvement, and any other action items. Only the respective Director and Curator, if necessary, will be involved with this interview. If the offender is on the Executive Board, the Curator will be responsible for the interview. If the offender is the Curator, the Executive Board will be responsible for the interview.

**3.C** If a member of TEDxOhioStateUniversity is placed on social probation, the individual will not be allowed to participate in any TEDxOhioStateUniversity sanctioned social events. This includes, but is not limited to, Formals. TEDxOhioStateUniversity social gatherings/parties, and social events attended by members of TEDxOhioStateUniversity.

**3.D** Social probation does not jeopardize the offender's involvement with TEDxOhioStateUniversity and the offender is still required to participate in General Body meetings as well as other TEDxOhioStateUniversity events, such as Salon or Outreach.

**3.E** The length of social probation will be determined by the Executive Board and

the Executive Board shall have final say on the matter of social probation.

## **Article IV: Organization Leadership**

### **Section 1: The Executive Board**

- 1.A** Members of the Executive Board are the officers of this student organization. The Curator is the de jure president, and the Director of Development is the de jure treasurer.
- 1.B** The following are positions on the Executive Board: Curator, Director(s) of Content, Director of Logistics, Director of Public Relations, Director of Development, Director of Salon, Director of Outreach, and Director of Design. [ST4]
- 1.C** Each officer, sans the Curator, has their own respective committee, for which they are responsible.
- 1.D** The advisor(s) sit ex-officio on the Executive Board and may attend Executive Board meetings at their discretion.
- 1.E** In the case of a tie in any decision made by the Executive Board, the Curator and advisor(s) will have the final say.

### **Section 2: Eligibility**

- 2.A** Only individuals who have been a part of the organization before the selection process may be eligible to be an Executive Board member.
- 2.B** Any individual who has (1) been on the team for 2 years and (2) has gone through a one-on-one training with the current curator prior to elections.

### **Section 3: Selection Process**

- 3.A** The Curator for the upcoming academic year is chosen by a majority vote from the General Body. The selection must occur before the onset of the annual Constitutional maintenance. Eligibility is outlined in (2.B). Curator candidates must have a member advocate to speak on their behalf during elections (this cannot be the current curator). There must be an affirming vote for curator if that individual runs unopposed (% majority).
- 3.B** The selection process and interviews for the new executive board must include executive members who are not reapplying to the organization and advisors. The outgoing executive members, newly elected curator, and advisors make up the selection committee for the new executive board. This group conducts interviews and selects new members through consensus.
  - A letter of recommendation is required from a member of the organization for each executive board applicant.
  - Each applicant for an executive board position must receive feedback from the committee(s) that they are seeking to direct. This feedback is collected from committee members via:
    - An anonymous google form before the interviews with open ended questions.
    - A vote of confidence or no confidence from the previous year's committee members; In the event of a vote of no confidence, the selection committee may put forward a second candidate if the selection committee and non-applying members of the respective committee deem it necessary after discussion and reconsideration of the candidate. If a % majority vote of no confidence is received, that candidate will be reconsidered for the executive board

position by the selection committee and the non-applying members of the respective committee.

- Applicants who applied to the executive board may request feedback on their interview and application.

#### **Section 4: Term of Office**

**4.A** Term of office shall start at the end of the spring semester of the current academic year.

#### **Section 5: Responsibilities and Duties**

**5.A** The Curator of TEDxOhioStateUniversity is responsible for every single aspect of the student organization. They shall be responsible for ensuring that the annual event (and any other events) is successful.

**5.B** The Director of Development is responsible for managing all finances of the student organization, and for advising on the best and most effective ways of spending money. Along with the Curator, the Director of Development will have their name on the US Bank account. Thus, they will be accountable for the account as well. Additionally, the Director of Development shall keep an account of all purchases made, in order to make sure all tax filings (and possible audits) can be appropriately completed. The Director of Development is also responsible for any fundraising projects the organization decides to complete. Any additional responsibilities can be added as the TEDxOhioStateUniversity Executive Board sees fit.

**5.C** The Director of Public Relations is responsible for managing all branding aspects of the student organization. This includes, but is not limited to, social media accounts, marketing on campus, regular newsletter, social events, and marketing the annual TEDx event. Additionally, they are responsible for managing the PR committee. Any additional responsibilities can be added as the TEDxOhioStateUniversity Executive Board sees fit.

**5.D** The Director of Design is responsible for all design aspects and promotional tools for the organization, including, but not limited to, the creation of the event's theme logo and the event's stage design.

**5.E** The Director of Logistics is responsible for managing all the logistical aspects required for the annual TEDx event. This includes but is not limited to, stage design, venue, catering, production, post-production, videography, day-of booths and activities, audience engagement, speaker gifts, and attendee gifts. Any additional responsibilities can be added as the TEDxOhioStateUniversity Executive Board sees fit.

**5.F** The Director(s) of Content is responsible for making sure the content of the annual TEDx event is chosen. They are responsible for writing an application/revising a prior application, for both speakers and performers. They shall also be reaching out to different colleges of the university to ensure the best speakers and performers are chosen for the events. The Director of Content shall be the primary contact and liaison between speakers and performers, and TEDxOhioStateUniversity. Any additional responsibilities can be added as the TEDxOhioStateUniversity Executive Board sees fit.

**5.G** The Director of Outreach is responsible for reaching out to marginalized parts of the Columbus community and gives them a platform to further the mission of TED: ideas worth spreading. Under their leadership, the Outreach committee aims to break down the barrier of exclusivity by cultivating ideas from the local community that may not otherwise be heard, focusing on organizations including the Franklin

County Courthouse and an afterschool program for at-risk youth. This committee is driven by passion, and its members are encouraged to channel their own interests and apply them to Outreach.

- 5.H** The Director of Salon is responsible for leading the committee that oversees for the creation of discussion-based salon events. These events will host no more than 100 audience members and the committee will be responsible for all logistics, speaker coaching and selection, and hosting of the event.

### **Section 6: Attendance**

- 6.A** All Executive Board members shall be required to attend all General Body meetings, meetings for their respective committees, Executive Board meetings and any other events for which the leadership of the organization should be present.
- 6.B** Excused absences shall include: Classes which are unable to be scheduled at any other time, mid-terms or exams scheduled during a meeting time, two or more midterms or exams the day after a meeting time, and family or medical emergencies. Any other exceptions must be approved by the Curator. All excused absences, with the exception of the aforementioned emergencies, shall be reported to the Curator at the minimum of 24 hours before a meeting time.
- 6.C** A point system for attendance will be enacted. Any member who has five or more points must have a meeting with the Curator and their respective Director. Having five or more points can be grounds for removal from the organization. The following are the events in which points can be accumulated:
- Missed General Body Meeting without an excused absence is (+1) point -
  - Missed General Body Meeting in the month of February without an excused absence is (+2) points
  - Unexcused absence from a mandatory Salon or Outreach event is (+2) points
- 6.D** Every voting member is also required to attend a minimum of five Public Relations events throughout the year. At least two of these events are to be associated with advertising for the main event, and three for Salon and/or Outreach events. Failure to complete the required PR events results in (+3) points.

### Section 7: Inabilities

- 7.A** If the Curator is unable to fulfill a length of term, the Executive Board and advisor(s) shall vote on an officer to assume the office of Curator. If the executive board deems the curator unfit, they can be removed from their position and organization by a unanimous vote from the executive board or a  $\frac{2}{3}$  executive vote with a unanimous advisor vote. Respective committee heads should take into account committee preference when voting for the curator's removal.
- 7.B** Other vacancies will be filled according to Article IV, Section 3.B.

### **Section 8: Removal from Office**

- 8.A** If an officer has three or more unexcused absences, they will be asked to step down.
- 8.B** If an officer is unable to perform their duties, they will be asked to step down.

## **Article V: Meetings**

### **Section 1: General Body Meetings**

- 1.A** All members of the organization are required to attend all General Body meetings.
- 1.B** In the event that a member has three or more unexcused absences and/or have amassed five or more points, guidelines in Article III, Section 2 shall be followed.
- 1.C** Excused absences shall include: Classes which are unable to be scheduled at any

other time, mid-terms or exams scheduled during a meeting time, two or more midterms or exams the day after a meeting time, and family or medical emergencies. Any other exceptions must be approved by the Curator. All excused absences, with the exception of the aforementioned emergencies, shall be reported to the Curator and respective Director at the minimum of 24 hours before a meeting time.

**1.D** The time and date of General Body meetings will be selected after the Curator has reviewed all members' schedules and determined a time that is suitable for all members.

### **Section 2: Committee Meetings**

**2.A** All members of a committee are required to attend all committee meetings.

**2.B** In the event that a member has three or more unexcused absences, protocol in Article III, Section 2 shall be followed. Excused absence rules that apply to General Body meetings also apply to committee meetings. All excused absences, with the exception of emergencies, shall be reported to the Director of the respective committee at the minimum of 24 hours before a meeting time.

**2.C** The time and date of committee meetings will be selected by the Director of the respective committee.

**2.D** If an individual is working on a project for a committee, they must attend the respective committee's meetings for the length of said project.

## **Article VI: Advisors**

### **Section 1: Faculty advisor(s)**

**1.A** The advisor(s) for TEDxOhioStateUniversity must be members of the University faculty or Administrative and Professional staff.

**1.B** The responsibilities and expectations of advisors include but are not limited to: being the liaison between the professional staff and the organization, mediating conflicts, guiding the organization; faculty/staff membership shall carry with it all privileges, rights, and duties of the organization.

## **Article VII: Finance**

### **Section 1: Sustainability**

**1. A** For the sustainability of TEDxOhioStateUniversity, and if a trip is required by TED for the sustainability of the TEDxOhioStateUniversity license, the organization will send the Curator-elect or an advisor to the aforementioned and pre-established TED event if funding is available and the advisors approve the trip. The expenses of the trip will be covered by TEDxOhioStateUniversity, but the organization and the individual who is going on the trip must find ways to make sure the trip is as inexpensive as possible.

**1.B** Funding for sustainability will be reevaluated and sought out when necessary.

### **Section 2: General**

**2.A** The Director of Development shall be responsible for managing all the finances. **2.B** The Director of Development and Curator shall have their names on the bank account of the organization. All parties are ultimately responsible for the finances of TEDxOhioStateUniversity.

**2.C** All transactions, whether they be deposits or withdrawals, shall be recorded. All withdrawals, including purchases, shall be recorded with as much detail as necessary.

## **Article VIII: Programming**

All TED rules will be followed, strictly.

### **Section 1: Annual Event**

**1.A** The annual event for TEDxOhioStateUniversity will be in the Spring semester of every academic year.

### **Section 2: Salon Events**

**2.A** If the organization decides to produce TEDxOhioStateUniversity Salon events, there must be a minimum of two events with the encouragement of more—time allowing.

**2.B** All rules that apply to the annual event shall apply to Salon events unless otherwise specified under the TEDx Salon license.

### **Section 3: Content**

**3.A** The Content committee, the Executive Board, and advisor(s) are responsible for choosing and preparing speakers and performers.

**3.B** All persons choosing to be a speaker or performer shall have to either apply or be nominated. Additionally, there will be interviews to narrow the number of speakers and performers. The number shall be chosen by the Content committee and the Executive Board.

**3.C** Speakers and performers must have a direct affiliation with the Ohio State University.

### **Section 4: Production**

**4.A** During the day of the event, talks will be recorded.

### **Section 5: Post-production**

**5.A** The talks that have been recorded at the annual event will be edited and uploaded to YouTube via the TED uploading tool.

**5.B** All pictures taken will be posted to Flickr, per TED rules. Pictures for social media use and personal use may only be used after said pictures are uploaded to Flickr. **5.C** A post-event survey, provided by TED, will be sent out to all attendees. After collection, the survey will be sent to TED. The post-event survey may be modified to help gather additional information. The additional information is not sent to TED.

## **Article IX: Constitutional Amendment**

### **Section 1: Method of Amending the Constitution**

**1.A** Proposed amendments to the Constitution must be submitted in writing to the advisors at least two weeks prior to a general body meeting where they will be discussed.

**1.B** Any member, voting and non-voting, of TEDxOhioStateUniversity may propose an amendment.

**1.C** A proposed amendment must outline exact wording and indicate where in the constitution it will be placed.

**1.D** For small changes, proposed amendments will be discussed at the next possible general body meeting and then voted on at the subsequent meeting.

**1.E** For substantial changes to the constitution, an amendment review committee will be formed with the advisors to address concerns. Substantial changes need to be addressed and voted upon within 3 months after the proposed changes are submitted.

## **Article X: Constitution Maintenance**

### **Section 1: Review**

- 1.A** The Constitution will be reviewed every spring by the outgoing TEDxOhioStateUniversity Executive Board and the Curator-elect and reviewed in the Fall by the new Executive Board.

## **Article XI: Dissolution of the Organization**

### **Section 1: Method of Dissolution**

- 1.A** The Executive Board should come to a unanimous decision that the organization is no longer fulfilling the mission and purpose and should therefore consider dissolution. **1.B** After a unanimous vote by the Executive Board and the advisor(s) to dissolve the organization, it shall be dissolved.

### **Section 2: Remaining Funds**

- 1.A** All remaining funds shall be donated to TEDxNewAlbany and TEDxInnovationDr

**Date of Adoption: 4-27-2024**

/s/ Preksha Rao Preksha Rao, Curator

/s/ Abi Dumm Abi Dumm, Co-Director of Content

/s/ Nick Cyranek Nick Cyranek, Co-Director of Content

/s/ Athira Vasudevan Athira Vasudevan, Director of Design

/s/ Zach Spera Zach Spera, Director of Development

/s/ Mateo Zevallos Mateo Zevallos, Director of Logistics

/s/ Prerana Rao Prerana Rao, Director of Public Relations

/s/ Dani Holop Dani Holop, Director of Outreach

/s/ Varshini Chennupati Varshini Chennupati, Director of Salon