



# Industrial Designers Society of America

## The Ohio State University Chapter

IDSA OSU

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

#### Section 1: Name

Industrial Design Society of America – Student Chapter at The Ohio State University (officially abbreviated IDSA OSU). *Oklahoma and Oregon State Universities do not have Industrial Design programs recognized by IDSA.*

The Industrial Design Society of America (IDSA) “...is the oldest (and only) professional society of industrial designers in the United States. [Their] mission is to promote the practice of industrial design through education, information, community and advocacy,” ([idsa.org/events/what-id](https://idsa.org/events/what-id)). Student chapters of IDSA are described as follows:

Colleges and universities with programs in industrial design and related design disciplines provide rich environments for students to organize around their career aspiration through IDSA Student Chapters. This type of organization allows for leadership development through student officers who are elected by their peers. The chapters have recognition from IDSA and are authorized to use the name and abbreviation in their fulfillment of the mission of IDSA and of the chapters.

IDSA Student Chapters enjoy the benefits of using the IDSA identity and are eligible to participate in the Society’s annual Student Merit Award (SMA) competition. In addition, student chapters have an automatic connection to the professional chapters closest to them as both are collectively grouped under the respective IDSA Districts. This structure is exceptionally important when the SMA competition advances from the school to the District level.

Currently, there are about 60 schools in North America with undergraduate and/or graduate degree programs in industrial design and related design disciplines and most of them have IDSA Student Chapters. (<https://www.idsa.org/student-chapters>).

IDSA OSU is a member of the IDSA Central District which includes Central Ohio (OHC), Northern Ohio (OHN), Southern Ohio (OHS), Kentucky (KY), Michigan (MI), and Western PA (WPA). We are connected with our local district professional chapter, the Central Ohio chapter of IDSA (IDSA OHC).

#### Section 2 - Purpose

Industrial Design Society of America – Student Chapter at The Ohio State University (IDSA OSU) strengthens the Design Community on campus and the surrounding Columbus area. IDSA OSU connects student and professionals and strengthens our alumni community by hosting events to promote the practice of industrial design through education, information, community and advocacy.

#### 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.

## Section 4 - Sexual Misconduct

As a student organization at The Ohio State University, IDSA OSU 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](mailto:titleIX@osu.edu).

## Article II - Membership: Qualifications and Categories

The organization's voting membership is limited to currently enrolled Ohio State students who have been selected into the Industrial Design major. Other student and non-student members, such as faculty, alumni, professionals, etc., may become members, but only as non-voting associate or honorary members. **Section 1 - Benefits of Membership**

### a. Newsletter

### b. Discount on Events

### c. First Priority for Events **Section 2 - Categories of Membership** a. Membership of Industrial Design Students

Upon acceptance into the Industrial Design program, students are automatically voting members of IDSA OSU. Upon graduation from the Industrial Design program, members may pay a yearly or lifetime fee to become members of the IDSA OSU Alumni program.

### b. Membership of Industrial Design Alumni

After graduation of the Industrial Design program, students may purchase a lifetime membership to the IDSA OSU alumni program at any time. The cost of this membership is outlined in the bylaws.

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: Titles, terms of office, type of selection, and duties of the leaders.

Organization leaders represent the Executive Committee and general membership and are elected or appointed from the ranks of the organization's voting membership.

## **Section 1 - Officers**

### **a. Required leadership positions:**

Primary Leader (President), Secondary Leader (Vice-President), Treasurer **b.**

### **Other Leadership Positions:**

Secretary, Social Coordinator, Senior Representative, Sophomore Representative, Student Chapter Liaison

## **Section 2 - Qualifications for Officers**

The qualifications of each office position are students must be enrolled in the Industrial Design program at OSU and in good academic standing.

### **a. Qualifications for Primary Leaders**

Primary Leaders are all positions besides class representatives. The primary leaders of the student organization must be third year students. These students will be elected during the spring of their second year with training during that spring semester culminating in transition of roles at the end of that semester. **b. Qualifications for Class**

### **Representatives**

The class representatives must be members of their respective graduating classes.

## **Section 3 - Procedure for Additions of New Positions**

New positions may be proposed by the president of the organization to assist the organization as needed. It is preferable for the president to form a new standing committee than a new position. (see Article VII)

## **Section 4 - The President**

The President is a third year Industrial Design major at Ohio State. The President is the key visionary leader of the organization. They are dedicated to strengthening the Design Community on campus and the surrounding Columbus area. As a student, they consistently promote the practice of industrial design through education, information, community and advocacy. As a leader, the President is responsible for setting goals and a vision for IDSA OSU, effectively representing the organization to the community, building future leaders, and providing motivation and support. As a manager, the President is responsible for running and scheduling any leadership team or general body meetings, communicating with IDSA OSU members, leaders, and the advisor, and completing most of the annual registration requirements for the organization's standing with Student Activities at Ohio State.

## **Section 5 - The Vice President**

The Vice President is a third year Industrial Design major at Ohio State. The Vice President serves as an assistant and collaborator with the president. Their skillset should complement the skillset of the president. In the absence of the president, the vice president may fulfill any of the duties of the president. The Vice President serves as the designated chair of the Junior Class Committee.

## **Section 6 - The Treasurer**

The Treasurer is a third year Industrial Design major at Ohio State. The treasurer is responsible for setting a financial vision for IDSA OSU that strengthens the Design Community on campus and the surrounding Columbus area. As a student, they consistently promote the practice of industrial design through education, information, community and advocacy. The treasurer must keep accurate records for the long-term financial security of IDSA OSU and demonstrate financial wellness practices, including the ethical spending of funds. As a manager, the treasurer is responsible for applying for funding, building and maintaining a budget, approving and monitoring spending,

leading fundraising efforts, and collecting dues.

## **Section 7 - Other Offices a.**

### **Secretary**

The secretary is a third year Industrial Design student passionate about design systems and management. As a leader, the secretary promotes the practice of industrial design through information and advocacy. As a manager, the secretary assures that the member body is informed about the actions and plans of the executive committee and manages records of IDSA OSU's past and present. The secretary is responsible for devising internal systems of communication and organization to maintain a consistent trajectory and voice across the executive committee and organization. The secretary is responsible for ensuring a record of attendance at all organization meetings and events.

### **b. Social Coordinator**

The social coordinator is a third year Industrial Design student passionate about Design evangelism and events. As a leader, they consistently promote the practice of industrial design through education and community. As a manager, they organize members to coordinate events and campaigns. The social coordinator does not need to be skilled at graphic design or social media, but rather needs to be an effective leader to direct members in the promotion of IDSA OSU and the practice of industrial design at Ohio State. **c. Senior and Sophomore Representatives**

The class representatives serve as advocates for their respective classes and also chairs of the committees that represent each class and its responsibilities to IDSA.

### **c. Student Chapter Liaison**

The student chapter liaison is a third year Industrial Design student passionate about Design collaboration and professionalism. As a leader, they consistently promote the practice of industrial design through community outreach and interpersonal communication. As a manager, they reach out to businesses with collaboration opportunities with our student chapter. The student chapter liaison does not need a comprehensive list of businesses to reach out to but must be willing to work closely with the student advisor. The student chapter liaison is responsible for keeping track of which businesses are and are not willing to collaborate with our organization.

## **Article V - Election / Selection of Organization Leadership**

### **Section 1 - Election Seasons**

Two elections will be held per year. The first will be the general election of Primary Leaders from the current second-year class and the senior representative. The second will be the election of the sophomore class representative.

### **Section 2 - Election of Primary Leaders and Senior Representative**

The nomination process for election of the President, Vice President, Treasurer, and other officers will take place during the all-members meeting at the beginning of the spring semester. Nominations will be facilitated through an online form. The form must outline the responsibilities of each office as written in Article IV. Any active member, including graduating seniors, may nominate a qualified candidate for a position. Members may add a description of why they nominated that candidate. Members may self-nominate. Nominations will remain open for one week. At the end of that week, all nominees will be notified of the positions they were nominated for and why they were nominated. Nominees may accept or reject any nominations. Accepted nominations must be accompanied by a statement of candidacy. Accepted nominations and statements of candidacy will be organized into a special edition of the IDSA OSU newsletter with an accompanying ballot. **a. Election of the President and Vice President**

The election of the president and vice president will be one race with the candidate with the second-highest votes receiving the position of vice-president.

### **b. Election of Senior Representative**

The senior representative may be nominated by a member of any class, but is only elected by the senior class.

### **Section 3 - Election of Sophomore Representative**

The nomination for Sophomore Representative will take place during the all-members meeting at the beginning of the fall semester. Nominations will be facilitated through an online form. The form must outline the mission and vision of IDSA OSU and the responsibilities of the Sophomore Representative as written in Article IV. Any active member may nominate a qualified candidate for the position. Members may add a description of why they nominated that candidate. Members may self-nominate. Nominations will remain open for one week. At the end of that week, all nominees will be notified of the positions they were nominated for and why they were nominated. Nominees may accept or reject any nominations. Accepted nominations must be accompanied by a statement of candidacy. Accepted nominations and statements of candidacy will be organized into a special edition of the IDSA OSU newsletter with an accompanying ballot. The sophomore representative may be nominated by a member of any class, but is only elected by the sophomore class.

## **Article VI - Executive Committee: Size and composition of the Committee**

The Executive Committee is composed of the President, Vice President, Treasurer, and other officers as described in Article IV.

## **Article VII - Standing Committees: Names, purposes, and composition.**

### **Section 1 - Formation of Standing Committees**

Standing committees are formed for the purpose of delegating tasks for specific situations among members without leadership status. Standing committees may be proposed by the president and affirmed by a majority vote from the executive committee.

### **Section 2 - Qualifications for Committee Chairs**

Committee chairs must be a current Ohio State student that is a member of IDSA and enrolled in one of the Design majors at Ohio State.

### **Section 3 - Selection of Committee Chairs**

Committee chairs are approved by a majority vote of the executive committee.

### **Section 4 - Responsibilities of Committee Chairs**

Committee chairs must regularly send a report to the secretary of the committee's progress. The frequency of reports and other responsibilities of the committee chair may be determined by a majority vote of the executive board.

## **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.

### **Section 1 - The Program Coordinator as Default Advisor**

The advisor is the Industrial Design coordinator at The Ohio State University. Students should hold this advisor responsible for being dedicated to strengthening the Design Community on campus and the surrounding Columbus area. As the leader of our program, they consistently promote the practice of industrial design through education, information, community and advocacy and challenge students to do the same. The advisor acts as a consultant to the IDSA OSU team and acts as a connection between IDSA OSU and the Design Department.

## **Section 2 - Adding Advisors**

Other advisors may be recruited from the local, professional workforce with the approval and consultation with the primary advisor.

## **Section 3 - Removing Advisors**

Any voting member may propose the removal of an advisor if more than one qualified advisor is active. The executive board must vote for the removal of an advisor if a member proposes so. If the majority of the executive board vote to remove the advisor, a vote is sent out over the IDSA OSU newsletter for a general consensus among members. A majority of a quorum of active voting members must vote for removal to remove an advisor. Advisors may also voluntarily resign.

# **Article IX – Meetings and Events of the Organization**

## **Section 1 - Required Meetings**

All members are required to attend the all-member meeting at the beginning of each semester.

## **Section 2 - Required Events Events**

All voting members are required to attend the Student Merit Award selections.

# **Article X – Attendees of Events of the Organization**

The organization reserves the right to address any 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.**

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 next semester allmember meeting. Amendments may only be made during the spring semester all-member meeting preceding nomination of new officers. Voting requires a two-thirds majority of voting members (a quorum being present). If a majority of members are not present, voting will be conducted via a remote ballot sent through the organization's newsletter. Amendments via remote ballots must be approved by two-thirds of the entire voting membership of the organization. The constitution should not be amended easily or frequently.

# **Article XII – Method of Dissolution of Organization**

This organization shall not dissolve so long as Ohio State has a program accredited by the Industrial Designers Society of America. In such case, all organization assets shall be donated to The Ohio State University Department of Design for the express purpose of bringing in industry professionals for the promotion of the practice of industrial design through education, information, community and advocacy. Upon the official dissolution of the organization, Student Activities staff must be contacted to remove organization information from their website.

## **By-Laws**

By-laws contain the standing (permanent) rules of procedure of an organization. Items in the by-laws may be covered in appropriate detail in the constitution. However, most groups keep the two separate because by-laws

usually contain more detail and are subject to change more than that of the constitution and, therefore, may require different procedures for amending.

Provision for amendment of the by-laws should be somewhat easier than that of the constitution as rules of procedure should adapt to changing conditions of the student organization. When amending the by-laws, as with the constitution, previous notice of any changes are usually required to be given to the membership and should not be changed in the same meeting in which proposed.

By-laws are more permanent, however, than passing a general motion, which may require only a simple majority vote of voters present at a general meeting of the membership (a quorum being present). By-laws cannot run contrary to the constitution.

## **Article I - Membership**

### **a. Categories of Membership: Expanded**

In addition to the membership categories outlined in the Constitution, the following categories of members may be recognized year to year. Categories may be activated or deactivated by a majority vote of the executive board at any time. Terms of membership must be allowed to continue to their full extent. **Membership of Other Students**

#### **(Active Category)**

Other students with interest in Industrial Design are encouraged to apply for membership of IDSA OSU. Those who are enrolled as Pre-Design students gain automatic admittance with application while they are in Pre-Design. Students from other majors or those who do not continue into Industrial Design after completion of Pre-Design may apply for membership which will be approved by a vote by the member body.

#### **Membership of Other Non-Students (Active Category)**

Other non-students may also become non-voting members of IDSA OSU. Likely candidates for non-student membership include local industrial design professionals and those wishing to sponsor our organization.

#### **Corporate Sponsors (Inactive Category)**

By becoming a corporate sponsor, companies can reap some the benefits of membership for their employees. Employees of corporate sponsors will receive discounts on events and corporate sponsors will be featured in our weekly newsletter. This is a great opportunity for alumni to give back and for local businesses to invest in the next generation of Industrial Designers. Corporate sponsors are not members and their employees will not receive our full newsletter or priority access to events. For educational and leadership development reasons, student organizations are to be student initiated, student lead, and student run. Please refer to the Guidelines for Student Organizations for more information at [https://activities.osu.edu/involvement/student\\_organizations/resources](https://activities.osu.edu/involvement/student_organizations/resources). In addition to defining membership, Article II should explain the benefits for student members of the organization will receive and, if your organization allows non-student members, the difference in benefits for non-members and guests.

### **b. Responsibilities of Members**

Members must attend all general meetings (typically one or two per semester) and are recommended to attend at least 50% of events. Members wishing to run for office with the exception of sophomore representatives must attend at least 50% of organization events in the previous semester. **c. Dues for Non-Students**

Ohio State students are not charged dues to be members of IDSA OSU.

Alumni membership costs a one-time donation of at least \$50.

Other non-students must make a minimum donation of \$50 per year as dues for their membership.

### **d. Termination of Membership**



### **Industrial Design Students**

Membership of Industrial Design Students is terminated upon their graduation or a change of their major.

### **Industrial Design Alumni**

Membership of registered Industrial Design alumni is a lifelong position and may not be terminated.

### **Other Students and Non-Students**

Membership of all Other Students and Non-Students is terminated the day before the beginning of classes in the fall semester. These members must reapply for membership at the beginning of each fall semester.

## **Article II - Election / Appointment of Government Leadership a.**

### **Qualifications of Leaders Expanded**

Those desiring to run for office must have attended 50% of the organization's events in the previous semester and attended all general meetings. General meetings may have excused absences as determined by the executive board. (Those running for Sophomore Representative are exempted from this requirement.)

## **Article III - Executive Committee a. Meetings**

The Executive Committee is expected to meet bi-weekly in-person or over a video conference. A summary of this biweekly meeting is to be written by the secretary and published in the weekly newsletter.

### **b. Attendance of Design-related events**

All members of the executive committee must attend two design-related programs during their time in office. These events cannot be hosted on OSU's campus. One of these events must be an event organized by the local IDSA Central Ohio chapter. The other event may include any design-related professional event that promotes the practice of design (general, not limited to industrial design) through education, information, community or advocacy. The event should be approved as fulfilling these requirements by the advisor. Members are to give a summary of their experience at the next meeting of the executive board.

### **c. Meet with the Advisor**

The executive committee should meet as a group with the Advisor at least once per semester.

## **Article V - Standing Committees**

Standing committees are formed for the purpose of delegating tasks for specific situations among members without leadership status. Standing committees may be proposed by the president and affirmed by a majority vote from the executive committee.

### **a. Class Committees**

Each graduating class of Industrial Design students acts as an independent standing committee. These committees are chaired by their respective representatives with the Vice President chairing the committee for the junior class.

### **b. Responsibilities of Class Committees**

Class committees are responsible for hosting one event per year that promotes the practice of design (general, not limited to industrial design) through education, information, community or advocacy. Class committees are responsible for creating a studio environment that is clean and inspiring. At the end of each project, the committee chair should submit a summary of the project and examples of student work to the executive committee for promotion on social media.

### **c. Other Committees**

Other committees can be added as outlined in the Constitution and should be named and documented in these bylaws.

## **Article VI - Advisor/Advisory Board Responsibilities**

All advisors are expected to meet with the executive committee once per semester.

## **Article VII - Meeting Requirements**



A quorum is 60% of all active voting members.

#### **Article VIII - Guidance of Goals according to Pillars**

While only two goals are required for registration of a student organization by Student Activities at Ohio State, the executive board of this organization is required to submit at least four goals per year, one for each of the following values of our organization.

##### **1. Promotion of Industrial Design through Education**

This goal should direct the organization towards furthering the education of industrial designers.

##### **2. Promotion of Industrial Design through Information**

This goal should direct the organization towards informing the general public about the practice of industrial design.

##### **3. Promotion of Industrial Design through Community**

This goal should direct the organization towards building community around the practice of industrial design.

##### **4. Promotion of Industrial Design through Advocacy**

This goal should direct the organization towards advocacy for the practice of industrial design and its contribution to new sectors.

#### **Article IX - IDSA on Resumes, LinkedIn, etc.**

Professional distinction as a member of IDSA requires a membership with the national IDSA organization. Members may identify as members our student chapter but not as an IDSA student or national IDSA member without registration with IDSA. As of the last revision of these bylaws, cost of IDSA student membership was \$50.

#### **Article X - Logos and Style Guide**

All official organization media must be approved with the Social Coordinator and be compliant with the organization's style guide.

#### **Article XI - Method of Amending By-Laws**

Any proposed amendments to these bylaws 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 next semester all-member meeting. Amendments may only be made during the fall or spring semester all-member meeting preceding nomination of new officers. Voting requires a one-half majority of present voting members (a quorum being present). If a quorum is not present, voting will be conducted via a remote ballot sent through the organization's newsletter. Amendments via remote ballots must be approved by one-half of the entire voting membership of the organization. The constitution should not be amended easily or frequently.

Constitution Rev. 4/06/2019

Contact info for known officers is listed below and should be updated annually to maintain our connections with our larger community:

#### **Central District Chapter Representative**

Chris Brown, IDSA

Senior Business Developer – Design Central <https://www.idsa.org/chris-brown-idsa>

#### **Ohio – Central (OHC) Professional Chapter Officers**

Chair

Cori Rowley, IDSA

Senior Product Designer – Design Central [c.rowley@designcentral.com](mailto:c.rowley@designcentral.com)

<https://www.idsa.org/members/cori-rowley-idsa>

Vice-Chair

Caterina Rizzoni, IDSA, Ohio State Alumni

Product Designer – Design Central

(614) 558-3492 <https://www.idsa.org/members/caterina-rizzoni-idsa>

Treasurer

Monica Tournoux, IDSA

Senior Product Designer – Design Central [m.tournoux@designcentral.com](mailto:m.tournoux@designcentral.com)

<https://www.idsa.org/members/monica-tournoux>

Instagram: @idsa\_ohc

**IDSA student chapter at Columbus College of Art and Design (CCAD)**

Greg Thune

Chair of Industrial Design, Assistant Professor Industrial Design – CCAD [gthune@ccad.edu](mailto:gthune@ccad.edu) Instagram:

@ccadindustrial

**IDSA student chapter at the International Center for Creativity (ICC)**

Jim Stevenson (614)

352-4602

[info@ICCreativity.com](mailto:info@ICCreativity.com)