

## Constitution

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

**Section 1: Name:** Fashion & Retail Studies Student Ambassador Program (FRSSAP) at The Ohio State University

**Section 2 - Purpose:** The purpose of the Fashion & Retail Studies Student Ambassador Program is to serve as the center point of the Fashion & Retail Studies major and entire program at The Ohio State University. FRSSAP's targeted membership is Fashion & Retail Studies majors. FRSSAP's members are responsible and not limited to; representing the program with integrity, spreading positive awareness of the program, helping with the program's recruitment efforts, aiding in social media coordination, mentoring, attending Industry Advisory Board meetings as well as faculty meetings and lastly, helping fundraise to generate earnings to put towards the Fashion & Retail Studies program's unrestricted fund.

### **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, the Fashion & Retail Studies Student Ambassador Program, 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:**

II.a. All members must be current Ohio State students majoring in Fashion & Retail Studies, be of sophomore, junior or senior standing and have a GPA of 3.0 or higher.

### **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:**

Executive Committee:

- **President/Co-Presidents (primary leader(s)):**
  - One-year term limit and **must** be a senior
  - Appointed by previous Presidents/Co-Presidents with guidance of Advisor
  - Duties include and are not limited to: communicate and/or meet with advisor, delegate organization's responsibilities, oversee exec team, plan and execute meetings
- **Vice President/Co-Vice Presidents (secondary leader(s)):**
  - One-year term limit and junior or senior standing
  - Appointed by previous Presidents/Co-Presidents with guidance of Advisor
  - Duties mainly include assisting President (or co Presidents) in their duties
- **Treasurer:**
  - Two-year term limit and junior or senior standing
  - Duties include and are not limited to: overseeing all financial transactions with the advisor, keeping accurate accounting of all expenses and disbursements, providing monthly financial statements
- **Social Media Chair**
  - Two-year term limit and junior or senior standing
  - Duties include and are not limited to: overseeing all social media accounts, promoting FRS events on the social media accounts, and ensuring a consistent and positive online image
- **Events Coordinator**
  - Two-year term limit and junior or senior standing
  - Duties include and are not limited to working with our advisory board to assist with any planning of events, creating and delegating roles to every ambassador for each event, coordinating the promotion of events with the social media chair and ambassadors

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

All members are encouraged to apply for an open position (excluding President & Vice President positions) that interests him or her. There is only an election process for the treasurer position at this time.

#### **Article VI - Executive Committee:**

- President (or Co-Presidents)
- Vice Presidents (or Co-Vice Presidents)
- Treasurer
- Social Media Chair
- Events Coordinator

#### **Article VII - Standing Committee:**

There is no standing committee, just an executive committee at this time.

#### **Article VIII – Advisor(s) or Advisory Board:**

Advisor(s) of this student organizations must be full-time members of the University faculty, **specifically** a professor within the Fashion & Retail Studies program. Advisors are expected to oversee the entire Fashion & Retail Studies Student Ambassador Program and help the student members where he or she can.

**Article IX – Meetings and events of the Organization:**

All members are expected to be at each meeting unless there is some kind of schedule conflict or other pressing circumstance. The same will go for hosted events. Meetings will be each spring and fall semesters. There will be no meetings in the summer.

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

The Fashion & Retail Studies Student Ambassador Program (FRSSAP) 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:**

A proposed amendment must be submitted in writing, will be read during the executive team meeting at which it is submitted (or the following meeting if submitted outside of meeting times), and a vote will take place in a future meeting no more than one month after the amendment is proposed. Pending a 2/3 majority vote and agreement between the executive team and the Advisor, the Constitution will be changed within one week of the vote.

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

If the Fashion & Retail Studies Student Ambassador Program (FRSSAP) were to dissolve, any remaining assets will be dispersed to the Fashion & Retail Studies program's unrestricted fund.

## By-Laws

### **Article I — Parliamentary Authority**

The rules contained in Robert's Rules of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

### **Article II — Membership**

- MUST be a Fashion & Retail Studies major
- Sophomore, Junior, or senior standing
- 3.0 GPA or higher

### **Article III — Election/Appointment of Government Leadership**

See Article V of the Constitution

### **Article IV — Executive Committee**

See Article IV of the Constitution

### **Article V — Standing Committees**

See Article IV of Constitution

### **Article VI — Advisor**

See Article VIII of the Constitution

### **Article VII — Meeting Requirements**

See Article IX of the Constitution

### **Article VIII — Method of Amending By-Laws**

- A proposed amendment must be submitted in writing, will be read during the meeting at which it is submitted (or the following meeting if submitted outside of meeting times), and a vote will take place in a future meeting no more than two weeks after the amendment is proposed. Adjust this section in correlation with above corrections.

- Pending a 2/3 majority vote and agreement between the exec team and Advisor, the by-law will be changed within one week of the vote.

### **Article IX – 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, The Fashion & Retail Studies Student Ambassador Program (FRSSAP) 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).