

ARTICLE I. NAME OF ORGANIZATION

The name of the organization is Scholarship Quest. May be written as ScholarshipQuest or SCQ.

ARTICLE II. PURPOSE STATEMENT

Scholarship Quest is an organization dedicated to educating students about financial literacy and exploring diverse funding options to achieve their college education and personal aspirations. By exposing students to alternative methods of financing their educational pursuits, we align with Ohio State's mission of empowering students to succeed. Our inclusive and safe space fosters knowledge sharing, encourages questions, and promotes collaboration in the scholarship application process.

Our foundational goals include:

- Encouraging students to apply to scholarships
- Learning methods to better navigate the scholarship application process
- Learn basic financial literacy that can be applied to the funding of members education
- To create a community that encourages one another to succeed in their academic and financial goals

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Scholarship Quest agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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 basis in accordance with these guidelines.

Section B. Hazing

Scholarship Quest agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.

ARTICLE IV. MEMBERSHIP

Section A. Membership Eligibility, Selection, and Timeline

This club is open membership and requires no application. Members must be OSU students who are enrolled in an Undergraduate or Graduate program. Members may also be graduates of OSU who have graduated within the past three years of the start of their membership. To become an official member, one must join our communication group on group me and attend at least two meetings per semester. Individuals are considered official members after attending at least two meetings in one semester.

Section B. Composition of Membership

All members are free to leave and disassociate without fear of retribution, retaliation, or harassment. 90% of the voting membership must be currently enrolled Columbus campus Ohio State students. Faculty, staff, alumni, and the partners of students, faculty, staff, and alumni of Ohio State may participate in the activities and programs of student organizations as associate members but may not comprise more than 10% of the total membership.

Section C. Member Removal

A general body member may be removed if the member has violated a University Policy, this constitution, or any state and federal laws. The member must be provided with two written warnings before being considered for removal. They will be provided the opportunity to write up a written defense and the warning may be redacted with a unanimous vote from the President, Vice President, Secretary, and Treasurer.

After two official warning, removal must be voted on by the President, the Vice President, the Treasurer in a unanimous vote. If this unanimous vote is achieved, the member may be removed from the organization effective immediately and must be notified in writing within 5 days of the vote.

ARTICLE V. STUDENT ORGANIZATION ADVISOR

Club advisor must be a current OSU faculty member. The advisor's roles are to complete the yearly training in the spring and serve as a person of guidance for the club. Club members may reach out the advisor for advice on club activities or scholarship writing. A new club advisor must be chosen each Spring after the general body elections have occurred. A new advisor must be voted on by the new President, Vice President, Treasurer, and Secretary. The board may choose to retain the same advisor and there is no limit to the number of yearly terms.

ARTICLE VI. OFFICERS

Section A. Officer Positions

The leadership roles include: President, Vice President, and Treasurer, and Club Secretary.

The president's roles include planning meetings and meeting workshop, updating members on new scholarship opportunities, inviting speakers to come speak to the club, and recruitment activities. The president must also complete the annual club registration with the help of the vice president and treasurer. They oversee updating the constitution and completing their presidency training. They are in charge of speaking to students at the involvement fair to recruit new members. They are also responsible for initiating the yearly board elections and ensure the protocols are being filled. The president is also required to be a registered full-time student at The Ohio State University.

The Vice President's roles include assisting the president with meetings, helping plan meeting workshops, communicating with the club advisor, and the recruitment of new members. The vice president is the main person in charge of student recruitment. They oversee printing flyers and distributing them and finding new ways to recruit members. They are also in charge of group bonding activities and must plan one group bonding activity per semester. The Vice President must remain in good academic standing from the time of their election to until the end of their term.

The Treasurer's roles include managing funds and finding funding opportunities. The treasurer is in charge of budgeting the funds towards recruitment activities such as flyers, poster boards, pins, and whatever other recruitment attempts the club initiates. The treasurer is also in charge of finding, applying, and following through with any university or state grants the club may qualify for. These grants can be any grants that would help fund activities such as scholarship search strategies, having educated speakers, networking opportunities, or group bonding. The treasurer is also required to be a registered full-time student at The Ohio State University.

Club Secretary's duties include managing all social media accounts such as Instagram, Linkin, and group me. They oversee weekly updates within the group me chat about meeting times and spaces. They are also in charge of making weekly posts on the Instagram about the activities the club is up to. The Club Secretary must remain in good academic standing from the time of their election to until the end of their term.

Section B. Criteria for Officer Eligibility & Selection

Subsection 1. Officer Eligibility

Any member that has been to at least three meetings within the Spring semester is eligible to run for any one of the officer positions. They must self-nominate themselves for a position up one week before the election is planned to be held.

Subsection 2. Officer Selection Process

Elections will be held using majority vote every April for each position. Any member who has been to at least two meeting within the spring semester is eligible to vote. An individual running for a position is unable to vote for that position, however, can vote for other positions. Members may run to keep their current position and there are no term limits.

Members who wish to run for a position must nominate themselves for that position. If more than one person is self-nominating, each candidate must prepare a two-minute speech to present to the general body. If a tie were to occur, it is up to the candidates to decide whether they would like to share the position or hold the vote once more. If a tie were to occur on the second round of voting, the candidates must share hold the position jointly.

Section C. Removing Officers & Vacancies

An officer member may be removed if the member has violated a University Policy, this constitution, or any state and federal laws. The member must be provided two written warnings before removal can be considered. Before removal, it must be voted on by all the members on the organization and be determined by majority vote. There must be two votes: one to remove the member of their position and one to remove them from the club. Those eligible to vote are club members who have been to at least 3 club meeting in the semester the vote is taking place in.

If an officer is removed of their position, an election must occur to replace them. This election must be held the next meeting after their removal and must follow all the procedures highlighted in Subsection B Article VII.

If an officer resigns or becomes ineligible to hold a position, an election must be scheduled within three weeks of their vacancy. This election must follow the procedures highlighted in Subsection B Article VII. While the position remains vacant, it is the responsibility of the other officers to split up the responsibilities of the vacant office. A meeting must be held within the first week of the vacancy to discuss which responsibilities will be passed on to which officer.

ARTICLE VIII. DISSOLUTION OF ORGANIZATION

For the club to be dissolved there must be a majority vote amongst the general body members. If any debt has been acquired, the amount must be paid off using club member fees which will be split evenly amongst the members. Any assets acquired will be used to pay for member benefits such as club merchandise or events until zeroed out.

ARTICLE IX: AMENDMENTS TO CONSTITUTION

Amendments to the constitution can be brought by any member of the organization via a written proposal. For the constitution to be amended it must be voted on by the President, Vice President, Treasurer, and Secretary with a unanimous vote. Once approved, the constitution should be updated and submitted to the Ohio Union and Student Activities within two weeks of the vote.