

# **Theme Park Engineering Group At The Ohio State University**

## **Student Organization Constitution**

### **ARTICLE I. NAME OF ORGANIZATION**

The Name Of This Student Organization Shall Be The Theme Park Engineering Group At The Ohio State University. Throughout The Rest Of The Document, The Theme Park Engineering Group Will Also Be Referenced As "Group" Or "Organization".

### **ARTICLE II. ORGANIZATION PURPOSE**

The purpose of this Organization is to enhance the technical knowledge gained by members in the classroom through applications in the theme park and entertainment industry. This shall take the form of team design projects as well as various educational opportunities. In addition, the Organization will strive to establish and foster a network of professional relationships for the purpose of gaining further industry insight, as well as offering members opportunities for advancement within the themed entertainment industry.

### **ARTICLE III. UNIVERSITY REGULATIONS**

#### **Section A. Harassment and Discrimination, including Sexual Misconduct**

Theme Park Engineering Group At The Ohio State University *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 the Student Organization Registration Guidelines.*

#### **Section B. Hazing**

Theme Park Engineering Group At The Ohio State University *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.*

#### **Section C. Bylaws**

Theme Park Engineering Group At The Ohio State University *retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take*

*precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

## **ARTICLE IV. MEMBERSHIP**

### **Section A. Membership Eligibility**

**1:** Membership to this chapter shall be limited to students currently enrolled at The Ohio State University. Students at other universities who wish to start their own chapter shall contact the Ohio State chapter for the steps to set up the Organization at their institution. Said outside interest or involvement in the Group is not prohibited; however, they will be subject to their own sets of rules and regulations.

**2:** There is no specific GPA requirement for the Group. However, membership status is limited to students who remain in good academic standing with the university and respective college. Should a member go on university probation due to inadequate GPA, the member will not be allowed to participate in any events or projects for the Group until they are back in good standing.

### **Section B. Member Selection**

No selection every student at The Ohio State University is free to join

### **Section C. Membership Timeline**

A member remains active until graduation unless disfiliated with the university.

### **Section D. Member Removal**

**1:** A member of the group who is in violation of Article 1, Section 2, of the Organization's constitution or is practices any wrongful acts while representing the Group, will be subject to review by the Executive Members. Upon review, said member can be disciplined, as viewed necessary, by the Executive Members. All discipline must stay in accordance with The Ohio State University's policies.

**2:** As part of disciplining Group members per Article 2, Section 4, the Executive Members have the right to revoke membership. However, for an individual to have their membership revoked, the Executive Members must pass a two-thirds vote in favor of revocation.

**3:** If a member has had their membership revoked, they can petition with the Group's faculty advisor for reentry into the Organization's membership

## **ARTICLE V. ADVISOR**

### **Section A. Advisor Duties and Responsibilities**

**1:** Official Advisors are to be full-time faculty or Administrative and Professional staff members of The Ohio State University. The advisor is to give their best judgment and professional opinions of the Group's current tasks, while not forcing their ideas as the final decision of the Group. They have final control of administrative responsibilities, including but not limited to academic performance, financial obligations, and representation of the Group.

## **Section B. Advisor Term**

**1:** Official Advisors are the advisor of Theme Park Engineering Group until noted otherwise.

## **Section C. Advisor Selection**

**1:** The Official Advisor of the Theme Park Engineering Group will be selected by previous advisor and the Executive Board. Only if no decision can be determined, the advisor will be selected the Mechanical Engineering Department Chair of the College of Engineering at The Ohio State University.

## **Section D. Advisor Replacement**

**1:** The replacement of the Official Advisor of Theme Park Engineering Group will be selected by previous/current Advisor and Executive Board.

# **ARTICLE VI. ORGANIZATION LEADERSHIP**

## **Section A. Officer Positions**

**1:** Organization leaders compose the Executive Board. Leaders are chosen from the general membership. The duties of each Executive Board position are dependent on the current status of the Group's objective.

**2:** Position availabilities are as follows:

President, Project Manager, Treasurer, Social Chair, Media Chair, Industry Chair, Engineers' Council Representative, Secretary.

**3:** Executive role duties may change with the Group's current objectives. The following provides only general guidance and minimum responsibilities for how each of the Executive roles shall be performed.

- President – Supervises all logistics of the Group, helps other Executive members in their own tasks, and performs the yearly requirements set forth by The Ohio State University's Office of Student Life.
- Project Manager/Vice President – Leads the ideation and operation of the Group's design projects. This is also the secondary leader of the Group and may be responsible for presidential duties when needed.
- Secretary – Tracks general body and executive board meeting attendance, takes notes of the executive meeting each week, maintains the Microsoft Teams, creates a Semester in Review

document with other board members, and documents projects done by the organization. They also serve as a SITE Coordinator.

- Treasurer – Tracks money into and out of the Group, completes any yearly audits, finds marketing and fundraising opportunities, and works with the Group to fund projects, activities, and trips. They will manage the club bank account. They will create an end of year operating funds ledger and serve as a SITE Coordinator.
- Engineers' Council Representative – Attends all E-Council meetings and discusses relevant information with the rest of the Executive Board. This role is responsible for managing recruitment efforts.
- Social Media Chair – Operates all social media accounts for the Group including Facebook, Instagram, TikTok, LinkedIn, etc. Also maintains and updates group's website regularly.
- Industry Chair – Informs members of the organization of updates within the industry and internship opportunities, as they are available. They also serve as a SITE Coordinator.
- Social Events Chair – Organizes social events for the members of the Group; normally outside of normal meeting time and in a non-academic setting.

## **Section B. Officer Eligibility**

**1:** All candidates will be individuals from the group who have actively participated in the group for at least one semester and actively enrolled with the university for the following school year.

**2:** If an active member of the organization cannot attend elections in person due to internship, co-op, or any approved reason by Executive Board, they may still vote. This is accomplished by notifying the Executive Board via email. Executive Board will provide ballot and presentations the day before the elections. Ballots will be due at the start of the election meeting.

## **Section B-ii. Officer Benefits**

**1:** Executive board members will receive the benefit of priority seating on trips or other events with limited attendance. Situation dictated by the standing Executive Board.

## **Section C. Officer Selection Process**

**1:** The method for deciding leadership positions will be done by the following process: Each candidate will submit a two-slide power point presentation one week before elections. Each candidate may only apply for two positions. If a candidate wins two positions, they must accept the one they prefer. The position vacated by this candidate will then go to the runner-up. The voting will take place on paper at a general body meeting using a ranked system. Votes will be counted by an unbiased third party who is not running for an e-board position. Any positions not filled will be open first to anyone who ran but did not get elected, then will be open to the general body after one week. All selections will be subject to approval by the outgoing President.

**2:** After elections take place, the outgoing Executive Board will host a transition meeting for the incoming Executive Board. This meeting will provide the new Executive Board with all of the information about their new roles. If an Executive member, outgoing or incoming, cannot attend this meeting, they must transition on their own and report to the incoming President.

## **Section D. Officer Removal**

**1:** All executive members of the Organization are held to the same membership guidelines and standards as any other member. Therefore, executives will be subject to the same discipline procedures as all other members, referencing Article IV Section D. However, they will not have a say in the discipline, and will not have a vote at such time.

**2:** If an executive member has had their membership revoked, like other members, they can petition to the advisor for membership. If said member is given membership back into the Group, they can only be granted their same position as an Executive Member at the hand of the advisor. If the advisor does not wish to put the member back into said position, the member will have to wait for the traditional Executive replacement process.

**3:** If a member of the appointed Executive Board takes an internship or co-op or otherwise cannot appropriately perform their appointed duties, the Executive Board shall decide who of the board is best suited to fill the position. If a decision cannot be reached by the executive members, then a traditional Executive replacement vote will take place before the beginning of the semester or year in question.

## **ARTICLE VII. ORGANIZATION DISSOLUTION**

### **Section A. Dissolution Requirements**

**1:** The Group cannot be disassembled by either the members or the Official Advisor alone. There must be a complete consensus of the Group to disband.

**2:** The Organization at The Ohio State University can be dissolved by said university if it is found to be acting outside the ground's outlined by The Ohio State University.

### **Section B. Dissolution Procedures, including Assets and Debts**

**1:** Under the circumstance that there is insufficient interest or overbearing debt, the assets of the Group would then be sold off to interested parties. If there are remaining assets that then they will be distributed to members. The remaining debt will then be assimilated by the executive officers and the advisor.

## **ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

### **Section A. Amendment Process**

**1:** If a member of the Theme Park Engineering Group proposes to amend the Organization's Constitution, they must notify the Executive Committee. The Executive Committee will then send, at minimum, two notifications to all Group members of when the amendment will be presented in a General Meeting. The first notifications must be issued between one week before said General meeting, and the second no less than a day before said meeting. At the General Meeting, the amendment must be presented so it is communicated clearly to all in attendance. All questions regarding the proposed amendment must be answered. Once all questions have been answered, a silent vote shall take place. The votes shall be counted publicly in front of the entire attendance of the

General Meeting in which it was voted upon. If the amendment has been passed by 2/3 of those in attendance, it shall become part of the Theme Park Engineering Group's Constitution.

**2:** Amendments to the Organization's Constitution cannot alter or override Article 1: Sections 1 and 2 of this document.

**3:** Any amendment that is passed by the Organization's members is subject to veto by the Group's Official Advisor.

**4:** The Official Advisor's veto can be overridden by the members of the Group with a 100% vote in favor of the proposed amendment.

**5:** No amendment to the Organization's Constitution can be made if it violates any laws within the College of Engineering at The Ohio State University, the Office of Student Life, The Ohio State University, and governmental laws on any level.

#### **Article IX: Responsibilities, Legal Issues, and Property Rights**

**1:** The Ohio State University and the Theme Park Engineering Group at The Ohio State University will not be held responsible for any personal damages or losses that result from interactions with the Group. The Organization, despite being overseen by an Official Advisor, is not professionally trained or checked for quality in its day-to-day activities. Therefore, anyone involved with the Group, including individual members, is completely responsible for his or her own actions, and cannot hold the Theme Park Engineering Group at The Ohio State University responsible.

**2:** Also, unless explicitly agreed upon, all intellectual developments that result from collaboration with an outside group will belong to the Theme Park Engineering Group at The Ohio State University and its members, unless otherwise stipulated in negotiations between the Organization and said party.