

Design/Build/Fly At The Ohio State University

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

Design/Build/Fly At The Ohio State University

ARTICLE II. ORGANIZATION PURPOSE

The purpose of this club is to design and build an aircraft to compete in the Cessna/Raytheon/AIAA Design/Build/Fly Competition.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Design/Build/Fly 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

Design/Build/Fly 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

Design/Build/Fly 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

Membership is open to any undergraduate or graduate student interested in the competition.

Section B. Member Selection

Prospective members become members in the organization after attending a meeting and requesting to join the Microsoft Teams.

The meetings required to become a member of the team are open to all students.

All current or prospective members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

Section C. Membership Timeline

New members may join at any time during the year on a rolling basis starting at the beginning of each academic year.

Section D. Member Removal

The member removal process will follow the timeline provided below:

1. Officers and/or the faculty advisor are notified of a member disrupting the normal operations of the team
2. Officers and/or the faculty advisor collect evidence through direct observation and discussions with other team members. Upon the completion of this investigation a meeting will be held with a majority of the active officers and the faculty advisor to ensure that all members of the investigation team understand the charges levied against the offending member.
3. Officers and/or the faculty advisor notify the offending member of the complaints lodged against them and provide them the opportunity to defend themselves in a meeting with a majority of the officers and the faculty advisor.
4. A meeting with all current officers and the faculty advisor will be held to vote on the removal of the offending member. A majority vote will be need to remove the offending member.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The advisor serves as the group's liasion with the university and provides guidance when requested by the members of the group.

Section B. Advisor Term

The advisor may serve as the advisor of the team for as long as they meet the advisor selection criteria, wish to continue, and are not removed by the officer team.

Section C. Advisor Selection

Advisors of student organizations must be members of the University faculty or Administrative and Professional staff.

Section D. Advisor Replacement

Advisors may be removed from the team if a majority of the officer team for Design/Build/Fly At the Ohio State University votes to replace the advisor with a previously designated replacement advisor who meets the advisor selection criteria.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

President (Primary Leader): Serves as the administrative head and is responsible for overall team function. In particular is responsible for organizing the agenda for all team meetings and officer meetings. In addition to managerial roles, the President will act as one of the primary liaisons between the team and any sponsors.

Vice President (Secondary Leader): Assists the President in their duties and fills in when the President is not available. The Vice President may be delegated to perform any of the President's jobs at the discretion of the President.

Treasurer: Responsible for handling all monetary transactions of the team and works with the President and Vice President on any necessary administrative tasks. Ensures the team remains out of debt through both financial management and sponsorship relations.

Section B. Officer Eligibility

Officers must be a current member of the Design/Build/Fly At the Ohio State University.

Section C. Officer Selection Process

Members may run for any officer position by announcing their intention to run to a current officer in writing at any time before the election.

Elections will be held at least one month prior to the end of the spring semester.

Prospective officers are selected by majority vote at the end of the academic year through a Google Form which shall remain open for 1 week. The election process will be announced 1 week before the election begins with all members being made aware of the available candidates through discussions during meetings and posts on the team's Microsoft Teams page.

In the event of a tie, a run-off election will be held.

Section D. Officer Removal

Officers and members may be removed from the team if two officers and the faculty advisor deem their presence detrimental to the function of the team.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

The organization shall be disbanded if membership drops to less than 3 people.

Section B. Dissolution Procedures, including Assets and Debts

The organization's assets will be distributed to other organizations of the univeristy in a manner seen fit by the advisor.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Proposed amendments should be submitted to the executives in writing. The proposed amendment will be sent to the entire group and voted upon at the final meeting of the year. Approval requires a 2/3 affirmative vote where at least 50% + 1 of the members are present.