

Product Space Constitution

I. Name of Student Organization

The organization shall be called Product Space at UC San Diego.

II. Statement of Purpose

New products are the lifeblood of any company and cornerstone of any economy. Yet, the most prestigious higher education institutions lack meaningful communities dedicated to the intersection of business and technology. Product Space solves this problem. We teach students from all backgrounds how to create and analyze products and offer a space for students to apply their skills in product management, product marketing, and product design. Through these activities, our vision is to create a cross-campus product family invested in its members' success as future product leaders.

III. Nonprofit Statement

Product Space at UC San Diego is a non-profit student organization.

IV. Requirements for Membership

Product Space will require membership fees agreed upon by the board to cover fellowship activities, and any registered student at UC San Diego is eligible for membership. Current pathways for membership include participating in the fellowship, having completed said fellowship, or being a board member. Applications to become a fellow open half-way through fall quarter and applications to become a board member open in spring quarter. Applications for either track will be determined by a written application and a verbal interview with deliberations by current board members (see Article VI). Approximately eighteen new fellows are inducted each fall and fourteen board positions available each spring.

V. Frequency of Organization Meetings

Board meetings occur approximately once a week during fall quarter with meeting minutes documenting each session. In winter and spring quarter, all fellows and board members are expected to meet once to twice each week to cover curriculum content culminating in a capstone project that will be showcased to industry professionals during week 7 or 8 of spring quarter. All curriculum sessions will have corresponding slides and documents available for reference after each meeting. Additionally, a minimum of one social will be held and open to all members each quarter.

VI. Qualifications for Holding Office and Methods of Selecting and Replacing Officers

Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.

Applications to become a board member open early to mid spring quarter to any registered UCSD students. The current executive team will vote for the future executive team based on written responses, professional experience, and verbal interview; decisions will be finalized by each board member nominating a candidate for their position approved by a 2/3 majority vote with the support of the current president. The new executive team will vote for each new board member. Any decisions that cannot achieve a 2/3 majority approval after three attempts will simply require a majority vote. New board members take on responsibilities at the end of spring quarter and will remain in their positions for a full calendar year.

Currently, there are twelve available positions on board organized by the three verticals or product areas of focus: product management, product design, and product marketing. There can be more than twelve board members if it is deemed that certain roles should have multiple people shouldering those responsibilities.

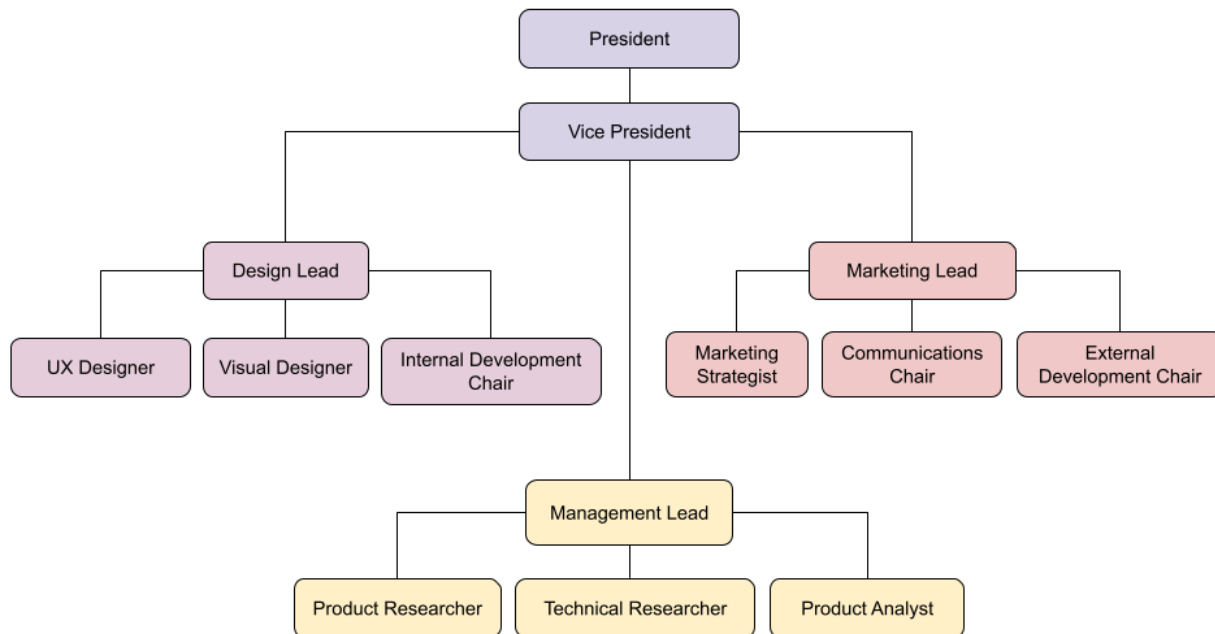


Figure 1. Board Organization

The organizational structure and responsibilities are outlined as follows:

President: Lead board members in executing activities designed to help Product Space reach its vision and act as a liaison between university chapter and Product Space founders.

Vice President: Manage 3 vertical leads (Design, Management, and Marketing) in delivering Product Space offerings.

Design Lead: Lead design vertical to define, plan, and teach product design content and material for workshops. Ensure design materials meet organization guidelines and represent Product Space's mission and community appropriately.

Management Lead: Lead management vertical to define, plan, and teach product management content and material for workshops. Identify and address areas of growth and potential new offerings Product Space could provide for the community.

Marketing Lead: Lead marketing vertical to define, plan, and teach product marketing content and material for workshops as well as plan, organize, and execute all marketing functions in line with Product Space's vision.

Visual Designer: Curate slide content and visual assets for all verticals and events when needed.

UX Designer: Help curate slide content and edit content to align with Product Space's voice/tone/style. Additionally, collaborate on updating website content when necessary.

Product Researcher: Research and analyze emerging products integrate said research into curriculum content. Additionally, research new product management trends and content creators to integrate content into curriculum. Teach product management curriculum to fellows.

Technical Researcher: Research emerging technology and integrate said research into curriculum content. Introduce technical aspects of product development into the curriculum. Teach technical aspects of product development to fellows.

Communications Chair: Manage external communications, including social media and partnerships with other organizations.

Marketing Strategist: Curate content for Product Space's social media using branding strategies.

Internal Development Chair: Organize and host internal, social and professional events.

External Development Chair: Plan Product Space's fellowship recruitment event and other public events.

Product Analyst: Manage Product Space's finances including funding from UC San Diego, membership fees, and sponsorships.

VII. Risk Management

Product Space at UC San Diego is a registered student organization at University of California, San Diego, but not part of the University itself.

Product Space at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Product Space will hold meetings virtually and in-person and recognizes any risks that are associated with in-person events if and when they are held.

VIII. Community Advisor

Product Space will not have a community advisor.

IX. Financial Management

Product Space will mandate membership fees agreed upon by the board and the allocations of these fees will be written out and managed by the Internal Development Chair. Any event or item

that club members wish to attend or purchase are never mandatory. Inability of an applicant to afford fees will not be factored into their application; instead the organization will fundraise money to cover these costs if necessary. If the organization does fundraise any money, all money will be kept in a separate bank account for the club and will submit a budget to the A.S. or G.S.A. finance committee quarterly as required.

X. Affiliation with Other Groups

Product Space is an organization with chapters nationwide at multiple universities. For more information and a current list of chapters, see the following link: www.productspace.org

Members and the organization as a whole do not have additional requirements due to this affiliation. The purpose of having a nationwide brand is simply to foster a sense of community and allow the potential for cross-campus exchange of ideas and experiences.