***Constitution of Decision Psychology***

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

Section 1: Name: Decision Psychology

Section 2: Purpose: Decision Psychology seeks to provide an environment for fostering intellectual and scholarly discussion among those interested in Decision Psychology and the individual and environmental factors that influence decisions. Furthermore, Decision Psychology seeks to both encourage members to present their work and to serve as source for recruiting outside speakers (from other departments and universities) who study Decision Psychology and Decision Sciences in general.

Section 3: Non-Discrimination Policy: This organization and its members do 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, Decision Psychology 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.

*Article II – Membership Qualifications and categories of membership*

Voting membership should be defined as limited to currently enrolled Ohio State students who attend meetings on a regular basis. A “regular” basis will be defined as attending at least 4 meetings per semester. Others such as faculty, alumni, professions, etc. are encouraged to become members as non-voting associate or honorary members.

*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: Titles, terms of office, type of selection, and duties of the leaders.*

Titles: President, Vice-President, Treasurer, Advisor

Terms of Office: All appointments are made for a period of 1 year.

Type of Selection: Appointment to each position is determined by voting by all active organization members. Recipients of the most votes for each position will be appointed to the position. A person may only occupy one position at a time.

Responsibilities:

President- President is responsible for organizing and beginning all meetings.

Vice President- The Vice President is responsible for assisting the president in organizing meetings, for helping schedule outside speakers, monitoring membership attendance at meetings, and beginning all meetings when the President is unable to do so.

Treasurer- The Treasurer is responsible for managing all receipts and for requesting reimbursement for group-related activities.

Advisor - The Advisors of the student organizations must be a member of the University faculty or Administrative & Professional staff. Their responsibilities include: 1) assisting the officers when problems or concerns arise within the organization, and 2) assisting the treasurer with the management of finances.

*Article V- Election / Selection of Organization Leadership*

Section 1: Selection and/or removal of officers

The officers may volunteer themselves for office at the end of the spring semester for the following year. If only one individual volunteers themselves, they will take the role. In the case that multiple individuals volunteer to hold a position, the President will hold a formal voting procedure to select the officer. The officers of the organization will be required to fulfill their duties and conduct themselves in a professional manner, respecting other members of the organization and those in the community. If these standards are not upheld, the members of the organization may vote to remove the officer from their position.

Section 2: Selection of and/or removal of members

Any student, faculty, alumni, or professional may join the university. Only students will be voting members. The members of the organization will be required to respect other members. If a member is being disrespectful to other members, there will be a warning submitted. If there is continued complaint, the individual may be subject to removal from the organization. As the organization’s non-discrimination policy states, a member will not be removed based on age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

*Article VI - Executive Committee (if needed): Size and composition of the Committee.*

The executive committee consists of all elected officers of the group (i.e., president, vice president, and treasurer).

*Article VII - Standing Committees (if needed): Name, purposes, and composition*

*Event Committee-* Event committee members will help assist the vice president in scheduling and bringing in outside speakers as well as performing tasks associated with group meetings (e.g., room reservation). The event committee will consist of 2-3 members selected by the organization president.

*Refreshments Committee-* The refreshment committee will provide beverages and snacks for speakers, meetings, and events. The refreshment committee will consist of 2-3 members selected by the organization president.

*Equipment Committee-* The Equipment Committee is responsible for assuring all required equipment needed for talks is present (i.e., projector, overhead, laptop, etc…).

*Article VIII - Adviser(s) or Advisory Board: Qualification Criteria*

The Advisor will be a full-time member of the University faculty who has a genuine interest in the topics of decision psychology. The responsibilities of the faculty advisor will be to help advise the president, organization, and to attend and contribute to meetings.

*Article IX - Meetings of the Organization: Required meetings and their frequency.*

Meetings will take place once a week at a time suitable for organization members. All members will be required to attend meetings regularly to maintain their membership. Two general meetings and attendance at all or 50% of events hosted is required for membership each academic term except for summer.

*Article X – Attendees of Events of the Organization: Required events and their frequency.*

The organization 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: Proposals, notice, and voting requirements.*

Proposed amendments will be in writing, will not be acted upon but read in the general meeting in which they are proposed, will be read again at one additional general meeting in which the votes will be taken, and will require a two-thirds majority of voting members (a quorum being present).

*Article XII – Method of Dissolution of Organization*

Dissolution of the Organization would occur if there is no longer sufficient membership or interest to staff the official leadership positions in the organization. In this event, the president of the organization will be in charge of disposing of organization assets and resolving any debts.

# By-Laws

*Article I – Parlimentary Authority*

This organization shall operate under majority role. That is, although all voices will be heard, the majority vote will be used to decide the organization’s actions.

*Article II – Membership*

Membership is open to all Ohio State University students currently enrolled. To be considered a member, for voting purposes, students must attend at least 4 meetings per semester. Exceptions can be granted by majority vote of the Executive Committee. The vice president will be responsible for recording attendance at group meetings.

Faculty and staff interested in attending the meetings may due so and may become honorary members (no voting privileges).

There are no dues required for joining the organization.

*Article III – Election / Appointment of Government Leadership*

Election to leadership positions for the upcoming academic year will take place the last week of spring Semester. Any organization member may nominate another member for a position of office, but an individual may not nominate him or herself. All members are eligible for leadership positions. Individuals may be nominated for either president or treasurer, but must choose only one position to run for.

Each member, as defined under membership by-laws, may cast one vote for both the president and treasurer positions. Votes will be cast using ballots. The individual receiving the most votes for president shall be president; the runner-up for the president position shall be appointed vice president. The individual receiving the most votes for treasurer shall be appointed treasurer.

In the event a president steps down the vice-president will become president and be asked to appoint a new vice-president. If the treasurer or vice-president steps down the president will appoint a treasurer until the next election.

*Article IV- Executive Committee (if needed)*

The elected officers of the group will form the Executive Committee and will be responsible for all activities described under those positions (president, vice president, treasurer).

*Article V- Standing Committees (if needed)*

Each of the standing committees will be appointed by the organization president. Specific duties include:

*Event Committee-*

1. Schedule speakers the semester prior to their talk.
2. Reserve room for all meeting, speaker, and events at least a month before the event.
3. When necessary, assist vice president in coordinate speaker travel arrangements.

*Refreshments Committee-*

1. Attend to any specific refreshment needs of the speaker before, during, and after the talk.
2. Provide refreshments for speaker, meetings, and events.
3. Give receipts to treasurer for reimbursement.

*Equipment Committee-*

The Equipment Committee is responsible for assuring all required equipment needed for talks is present (i.e., projector, overhead, laptop, etc…).

1. Find out equipment needs of the speaker at least two weeks prior to the presentation.
2. Schedule any equipment at least a week prior to the presentation.
3. Arrive to presentation 20 minutes earlier to setup equipment and test to be sure everything is working properly.

*Article VI – Adviser/Advisory Board Responsibilities*

The advisor is expected to be available to meet directly with the president of the organization when needed, to attend meetings regularly (i.e., at least once a month), and to help guide the group.

*Article VII – Meeting Requirements*

Meetings must have at least six members present, including the leadership members, to be considered a quorum.

*Article VIII – Methods of Amending the By-Laws*

Amendments to the By-Laws can be accomplished by putting the proposed amendment in writing, reading the proposed amendment at a general meeting, and receiving a two-third majority of voting members favoring the amendment at the same general meeting.