Sport and Exercise Psychology Club Constitution

*Article 1 – Sport and Exercise Psychology Club and Non-Discrimination Policy of the Organization*

Section 1 - Sport and Exercise Psychology Club

Section 2 - Purpose, Target Membership, Programs

To spread and promote healthy mindsets in both sports and everyday life. The club also expects to lend a helping hand to those struggling with mental health.

Target membership is undergraduate students.

Support groups, motivational speakers, volunteering, sport and gaming tournaments will be offered.

Section 3 – Non-Discrimination Policy

This organization does 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, the Sport and Exercise Psychology Club 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](mailto:titleIX@osu.edu).

*Article II – Membership: Qualifications and categories of membership*

The voting membership for the Sport and Exercise Psychology Club is limited to students currently enrolled at The Ohio State University.

Any faculty, alumni, or professionals will be given membership as honorary members and will not be eligible to vote on any decisions for the club.

*Article III – Methods for Removing Members and Executive Officers*

III.a. If a member exhibits behavior that is offensive to others, detrimental to the purpose of the club, in violation of the constitution, in violation of the by-laws, or against university policy they should be removed by a group vote from the officers that shall be called and monitored by the group advisor.

III.b. Any officer elected by members can be removed from their position if they commit any of the following violations. Violation of constitution or by-laws, failure to complete duties listed in constitution, any behavior that is against the purpose of the organization or offensive to others, any violations of the student code of conduct, university policy, federal, state, or local laws. The officers will vote on removal and must achieve a three-quarter majority vote in favor of removal that is overseen by the club’s advisor.

III.c. If there is an extenuating circumstance where the member is protected with their information through FERPA or a pending investigation, club officers can vote to suspend the member instead with consultation from the club advisor.

*Article IV – Organizational Leadership*

Primary Leader (President): 2-year term, elected by members. Duties: Express direction and leadership to members, create goals for the club each year with other members, lead club activities and meetings, delegate tasks to other officers, oversee planning of club activities and meetings, oversee financial status of the club, approve all articles and social media posts for club, report club information to club advisor.

Secondary Leader (Vice President): 2-year term, elected by members. Oversee all new members and get them registered, report new members to president, oversee planning of club activities and meetings in coordination with the president, create social media posts for club, fill-in for president at meetings if they are not present, communicate information on updates and future meetings/events to club members.

Treasurer: 2-year term, elected by members. Keep track of financial records, create a budget for the club and assure it is upheld, handle fundraisers and all money collected from them, handle donations, complete and keep track of overall banking.

Secretary: 2-year term, elected by members. Take notes for each meeting, complete after-action reports for each meeting, keep track of meeting minutes, keep track of all files for club.

*Article V – Election / Selection of Organizational Leadership*

Any member is eligible to hold a position within the club.

All elections will take place every two years in April at the end of the year.

Any prospect for a leadership role must sit through an interview with the outgoing officers and club advisor.

A ballot with open bullet-points for all of the prospects for each position will be handed out to members at the second to last meeting. Each member will be asked to decide who they think is best fit for each officer position and to fill out their ballot with that opinion.

The member with the most votes for each position will be elected.

If an officer resigns during the year, the other officers and advisor shall have a conversation to appoint someone to fill the position.

If a member is impeached, the same process for resignation shall be completed to fill the position.

*Article VI – Executive Committee*

The executive committee will be made up of 5 members which include the club advisor, president, vice president, treasurer, and secretary.

*Article VII – Advisor Information*

Anyone picked to be an advisor for the club must be part of university faculty or Administrative & Professional staff.

If the advisor does not meet these qualifications, a co-advisor must be chosen as well, and they need to meet the qualifications listed above.

Advisors must complete training every two years.

Advisors must also help submit the online approval form each year so the club can be officially registered.

Advisors must submit approval of goals each year as well.

Advisors should help submit approvals for funding and university space registration.

Advisors are expected to help connect the club with the college and oversee the overall progress of the club.

Advisors are asked to attend at least one meeting per month.

Advisors will help with the transition of officers and any removal, resignation or impeachment processes.

*Article VIII – Meetings and events of the Organization*

One meeting or event every two months is required for members of the club in order to maintain eligibility.

*Article IX – Attendees of Events of the Organization*

If a member is not acting with the best interest of the club in mind at a meeting or event, they shall be removed from the meeting or event by an officer or advisor. Their membership status will be suspended, and they will also be reviewed for removal. Any type of disruptive behavior, disrespect to others, or behavior against the club constitution will result in this penalty.

*Article X – Method of Amending the Constitution*

Any amendments that are brought up to club officers must be both handwritten and emailed for documentation and review. They are never to be immediately enacted. The amendment will be read to the whole club at the next two meetings and then sent out via email, so everyone has a chance to see or hear the proposal. Then, on the third meeting after the amendment was proposed, a club vote will be taken by all members to either accept or deny the amendment. There must be a two-third majority vote from members at the meeting in order for an amendment to be passed.

*Article XI – Method of Dissolution of Organization*

Should the club ever need to be ended, remaining funds and assets will need to be cleared up by the president and treasurer. Any debts will need to be paid off by the club members, which will be fairly divided. The club president must contact the Student Activities staff to let them know the club needs to be removed from the directory.

By-Laws

*Article I - Parliamentary Authority*

The rules contained in Robert’s Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

*Article II – Membership*

To become a member, prospects should email the vice president of the club. The club has open enrollment, so there are no requirements or interviews past giving your information. There are no dues to be paid for the club. If a member acts in a manner that is against the club’s beliefs or purpose they will be removed from the club. If a member acts in a way that disrespects another member they will be removed from the club. If a member violates the student code of conduct, university policy, federal, state, or local laws they will be removed from the club. The removal process will be conducted by the advisor and will come down to a vote by the officers with a three-quarter majority vote needed for removal.

*Article III - Election / Appointment of Government Leadership*

Any member is eligible to hold a position within the club when the next voting period comes around. All elections will take place every two years in April at the end of spring semester.

Outgoing officers and the advisor will have interviews with potential prospects. The ballot will have open bullet-points for all of the nominees under each position and will be distributed to the members at the second to last meeting. Members will be asked to decide who they think is best fit for each officer position and keep it to themselves. They will then complete their ballot based off of those answers. The member who receives the highest number of votes under each position will ultimately be elected.

If an officer chooses or is forced to resign during a semester or at the end of a semester, the other officers and advisor shall have a conversation to appoint someone to fill the position.

If a member is impeached, the same process for resignation shall be completed to fill the position.

*Article IV – Executive Committee*

The roles of the Executive Committee are as follows:

Primary Leader (President): 2-year term, elected by members. Duties: Express direction and leadership to members, create goals for the club each year with other members, lead club activities and meetings, delegate tasks to other officers, oversee planning of club activities and meetings, oversee financial status of the club, approve all articles and social media posts for club, report club information to club advisor.

Secondary Leader (Vice President): 2-year term, elected by members. Oversee all new members and get them registered, report new members to president, oversee planning of club activities and meetings in coordination with the president, create social media posts for club, fill-in for president at meetings if they are not present, communicate information on updates and future meetings/events to club members.

Treasurer: 2-year term, elected by members. Keep track of financial records, create a budget for the club and assure it is upheld, handle fundraisers and all money collected from them, handle donations, complete and keep track of overall banking.

Secretary: 2-year term, elected by members. Take notes for each meeting, complete after-action reports for each meeting, keep track of meeting minutes, keep track of all files for club.

The Executive Committee is tasked with keeping the club financially and morally stable. They will conduct themselves in a highly respectful manner and will follow all rules when conducting business for the club. They are expected to communicate events, meetings, updates, and any changes to all members. They are expected to be transparent in all of their communications with members. They are also expected to be open-minded and ready to listen to new ideas from members that could help advance the club.

*Article V – Advisor/Advisory Board Responsibilities*

Any advisor that is chosen for the club is required to be part of university faculty or Administrative & Professional staff. If the advisor does not meet these qualifications, a co-advisor must be chosen as well, and they need to meet the qualifications listed above.

Advisors are required and responsible for completing training every two years.

Advisors must also help submit the online approval form each year so the club can be officially registered.

Advisors must submit an approval for the goals of the club each year as well.

Advisors should help submit approvals for funding and university space registration.

Advisors are expected to help connect the club with the college and oversee the overall progress of the club.

Advisors are asked to attend at least one meeting per month.

Advisors will help with the transition of officers and any removal, resignation or impeachment processes.

*Article VI – Meeting Requirements*

There will be a required number of at least 15 members at any meeting where votes are being conducted. A two-thirds majority vote must be reached for any changes or amendments to be made to the club. These changes or amendments must first be presented to the club in previous meetings and by email, so everyone has a chance to view them. This will allow them to decide whether they would like to be present for the vote.

*Article VII – Method of Amending By-Laws*

Any amendments to the By-Laws that are presented to club officers are required to be both handwritten and emailed for documentation and review. They should never be put in place or voted on at the same meeting they are presented. The amendment will be read out loud to the whole club at the next meeting and then sent out via email. This allows everyone to have a chance to see or hear the proposed amendment. The next meeting (meeting after it has been read out loud) will then be used for a vote on the proposed amendment. There must be a two-third majority vote from members at the meeting in order for an amendment to be passed.