**Psychology Club Constitution**

**Article I. Name**

The name of this organization shall be Psychology Club.

**Article II. Statement of Purpose**

Psychology Club is a club whose purpose shall be to provide opportunities and encouragement for students interested in psychology. Also, our group seeks to enhance understanding and knowledge about aspects related to the field of psychology, promoting undergraduate research, and networking with other student professionals as well as faculty interested in psychology.

**Article III. Membership**

Membership in the psychology club is open to any Ohio State student regardless of major or interest in psychology. 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. Membership is obtained by attending meetings, with no minimum attendance required. There is an optional membership fee of $15 per year. Paying this optional membership fee is required to receive a club t-shirt but is not required to participate in club meetings and events.

*Removal of membership* shall result if general member behaves in such a way that does not follow the purpose and goals of Psychology Club or is in violation of the OSU Student Code of Conduct. Removal of these members will be based on a majority general membership vote or a unanimous vote of the officers, with consultation of our advisor. When in-person meetings resume, all CDC guidelines regarding COVID-19 will be respected by our club, and members who are unwilling to respect said guidelines will be asked to not attend Psychology Club events, unless they are willing to comply.

**Article IV. Officers**

The officers of the club shall be an executive board of 5-6 members, dependent on the needs of the club and strength of officer applicants that year. There shall at minimum be two (2) co- presidents, one (1) treasurer, one (1) events chair, and one (1) marketing chair.

Officers shall be chosen at the end of each academic year (April) by process of application and selection by the majority of current officers. Should a current officer want to keep their position, they do not need to reapply and the club shall not advertise said position. Should the board not be able to come to a consensus, the co-presidents will have final say of who shall fill a position.

Should an officer commit academic misconduct, express behavior that is in any way discriminatory or goes against the University Code of Conduct, the officer will be asked to step down immediately and the club will begin the process of filling the position. Should an officer fail to do any of the duties outlined in Article V below, disciplinary action will be taken, first in the form of a warning, and then, shall the problem continue, the board will gather and make a decision whether to remove said officer from their post.

**Article V. Duties of Officers**

The executive board of Psychology Club shall work together to plan meetings, events, and fundraisers, collaborating to obtain special speakers and opportunities for the club as a whole. The board shall meet in person once a semester, or as deemed necessary, at an agreed upon time that fits each members' schedule. The board shall stay in contact between these meetings through email, text message, and chats before and after club meetings/events. The individual duties of each officer are as follows:

Co-Presidents: Shall attend presidential training as soon as possible and ensure all requirements are met to keep the club active, including updating all information on the Ohio Union Directory page, lead officer meetings and club meetings, as well as having final say in all matters to do with the club. The presidents must approve all actions taken and events proposed by other officers. The presidents will be the face of the organization, spearheading recruitment events and sending out weekly email updates to the list serv, as well as reminders before every event. They will make themselves available to any issues that other officers or general body members may have.

Treasurer: Shall attend treasurer training as soon as possible and confer with the previous treasurer to ensure that the bank account is switched over. Is in charge of the club account and finances, must approve all spending. Must keep all records and receipts as well as perform all duties outlined by the Center for Student Leadership, including but not limited to submitting audit forms and paying attention to funding deadlines. Will collect $15 optional member dues from club members and keep track of who has paid them. Will coordinate with other officers to ensure the club budget is satisfactory and all officers are up to date.

Events Chair: Shall find, organize, and lead volunteer opportunities and social events for the club to participate in as a group based on the majority of club members’ interests. Shall coordinate with the Treasurer to plan fundraising events throughout the year. Shall keep record of what is discussed at meetings. Shall coordinate with the Treasurer to plan the budget for said events.

*Marketing Chair:* Recruit members using campus resources. Is in charge of creating flyers and other materials to help promote any club events that the Presidents and Events Chair may plan. Will also be responsible for updating the Facebook page, Instagram, Twitter, and Department website. Shall converse with the Events Chair and Treasurer to plan and promote fundraising events.

**Article VI. Amendment of the Constitution**

Amendments to this constitution may be proposed by the general body and reviewed by the entire executive board of the club or can be proposed from any one member within the executive board. Amendments must be submitted in writing and proposed to the general body for a majority vote of all club members.