**The Psychology Graduate Student Association of The Ohio State University**

**Constitution**

Table of Contents

Article l - Name, Purpose, and Non-Discrimination Policy. 2

Section 1: *Name* 2

The Psychology Graduate Student Association of The Ohio State University 2

Section 2: Purpose Statement 2

Section 3: Non-Discrimination Policy 2

Section 4: Harassment Policy 2

Article II - Membership: Qualifications and categories of membership. 3

Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders. 3

Article IV – Method of Selecting and/or Removing Officers and Members. 4

Section 1: Member Selection and Removal Criteria 4

Section 2: Officer Selection and Removal Criteria 4

Article V – Advisor(s) or Advisory Board: Qualification Criteria. 4

Article VI – Meetings of the Organization: Required meetings and their frequency. 4

Article VII – Method of Amending Constitution: Proposals, notice, and voting requirements. 5

Article VIII – Method of Dissolution of Organization 5

# Article l - Name, Purpose, and Non-Discrimination Policy.

## Section 1: *Name*

## The Psychology Graduate Student Association of The Ohio State University

## Section 2: Purpose Statement

The Psychology Graduate Student Association of The Ohio State University (hereby referred to as ‘The Association’) aims to provide opportunities for graduate students to both interact with other graduate students in the department and improve their skills through professional development and service to the psychology department. We aim to achieve this mission using the following objectives:

1. To provide interaction between graduate students in all areas of the Department of Psychology at The Ohio State University.
2. To serve as communicative liaison between faculty, staff and graduate students of Psychology Department to the graduate student population
3. To plan, organize and develop social and intellectual events and programs
4. To promote graduate student relations and interaction
5. To provide a forum for debate regarding policy and curriculum
6. To provide a system through which representation to departmental committees and the campus-wide Council of Graduate Students is elected

## Section 3: Non-Discrimination Policy

The Association and its members 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. In addition, although Association membership is limited to currently enrolled graduate students in the Psychology Department, all (e.g., spouses, friends, post-doctoral fellows, faculty, etc.) are welcome at Association events and activities.

## Section 4: Harassment Policy

Harassment based upon an individual's sex, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All members, officers, and advisors are expected and required to abide by this policy and those policies held by The Ohio State University (<http://studentconduct.osu.edu/page.asp?id=35>). Complaints should be filed according to Student Conduct guidelines. Members may contact the officers and/or advisors of the Association in order to initiate removal of harassing member (*See Article IV, Section 1*).

# Article II - Membership: Qualifications and categories of membership.

*Voting Membership*: Currently enrolled graduate students in the Ohio State Psychology department who attend meetings or request to receive emails from the Psychology Graduate Student Association are considered voting members of The Association. Members who request to be removed from our contact lists or graduate from the university will be removed as voting members. Graduating students will be contacted in order to determine if they would like to stay on as a non-voting member of The Association.

*Non-Voting Membership*: Individuals who are not currently enrolled graduate students in the Ohio State Psychology department (e.g. graduate students in other departments, undergraduates, post-doctoral researchers, and faculty) who attend meetings or request to receive emails from the Psychology Graduate Student Association are considered non-voting members of The Association. Members who request to be removed from our contact lists will be removed as non-voting members.

# Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.

*President:* The President will serve as the face of the organization to Department faculty and staff, as well as to external visitors (e.g. speakers, presenters). The President will ensure that the Association fulfills necessary administrative duties, such as registering as an official OSU student group with the Ohio Union, and attending required trainings. *See Article IV Section 2 for election details.*

*Treasurer*: The Treasurer will be in charge of money and budgeting for the Association, as well as the Association bank account. They will apply for funds from the University and Department and liaise with those in charge of Association events to ensure that the appropriate funds are distributed. The Treasurer will also work closely with the Association's staff/faculty advisor to complete all money-related administrative duties required by the Ohio Union, including training and audit forms. *See Article IV Section 2 for election details.*

*Secretary:* The Secretary will be in charge of communication-related tasks for the Association. This will include, but is not limited to: taking meeting notes, distributing announcements, and publicizing Association events and activities. *See Article IV Section 2 for election details.*

# Article IV – Method of Selecting and/or Removing Officers and Members.

## Section 1: Member Selection and Removal Criteria

All currently enrolled graduate students in the Ohio State Psychology department are eligible to be voting members of the Association. Members will be removed from the Association roster upon their request. Any members in violation of the non-discrimination or harassment policy will be asked to meet with the officers and advisors of the Association. After such a meeting the officers and advisors will confer regarding the removal of the member, and the member will be informed of the decision.

## Section 2: Officer Selection and Removal Criteria

All voting members will be given the opportunity to nominate officers of the Association once per year, and vote through an anonymous online poll. Officers will be selected by nomination and then elections will be held in February. Nominees and elected candidates must be current voting members of the Association.

If officers graduate or leave campus during their term, elections will be held as needed. In addition, if, during an electoral term, other officers and the advisor believe that an officer is not meeting the responsibilities of their position, that officer will be asked to step down and interim elections will be held for that position. Finally, if an officer feels that he/she can no longer perform the duties, the officer may step down and interim elections will be held for that position. If a position is unfilled between elections, officers may elect an interim officer and/or absorb responsibilities of the unfilled position.

# Article V – Advisor(s) or Advisory Board: Qualification Criteria.

The Advisor(s) will be a member of the Ohio State Department of Psychology faculty or Administrative & Professional staff. The Advisor will constitute a point of liaison between the faculty/staff and the Association. In addition, the Advisor will provide guidance to officers regarding additional resources the Association may be eligible for, as well as ensure that planned events/activities are in line with Departmental policies.

# Article VI – Meetings of the Organization: Required meetings and their frequency.

The Association will meet at least four times per calendar year. Officers are required to attend these meetings, and Advisors will be invited, but not required, to attend meetings.

Additional meetings will be held throughout the year as needed.

# Article VII – Method of Amending Constitution: Proposals, notice, and voting requirements.

Proposed amendments to the Association Constitution should be submitted in writing to the officers and advisor(s) of the Association. Proposals will be read in the next meeting and voted on by members present at the meeting. Approval of amendments requires a majority vote (over 50% of the present members voting for the proposed amendment). The amendment will be reflected in the constitution and members will be notified of the amendment via meeting notes.

# Article VIII – Method of Dissolution of Organization

If the Association no longer has interested officers or members, then the Association will meet and agree to dissolve. At this meeting, officers and advisor(s) will meet to discuss dissolution of the Association. In addition, if there are any debts, the officers and advisor(s) will meet to discuss a plan of action on tackling this debt.