**Constitution**

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

**Section 1 - Name**: Student Affiliates in School Psychology-Ohio State University Chapter (hereby referred to as “SASP”)

**Section 2 – Purpose**: The purpose of SASP-Ohio State University Chapter is to develop in prospective members an understanding of the organization; provide for the members a voice in matters affecting them; influence the conditions under which members are being prepared for their professional role in society; advance the interest and welfare of members, connect with the national organization (American Psychological Association - Division 16), and advance the profession of school psychology.

**Section 3 – Non-Discrimination Policy**: “*The Ohio State University is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.”*

*SASP-Ohio State University Chapter 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, and admission.”*

*“As a student organization at The Ohio State University, SASP 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*](https://hr.osu.edu/public/documents/policy/policy115.pdf)*.*

*If you or someone you know haw been sexually harassed or assaulted, you may find the appropriate resources at* [*http://titleIX.osu.edu*](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***

SASP-Ohio State University Chapter is comprised of graduate students in the school psychology program, as well as one faculty advisor.

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

**Section 1 –** If a member engages in behavior that is detrimental to advancing the purpose of SASP, violates SASP’s constitution, 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 SASP faculty advisor.

**Section 2 –** Any elected officer of SASP-Ohio State University chapter may be removed from their position due to the violation of the SASP constitution, failure to perform duties, actions that are detrimental to advancing the purpose of SASP, and violations of the Code of Student Conduct, university policy, or federal, state, or local law, removed through a majority vote of the officers in consultation with the SASP faculty advisor.

**Section 3 -** 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, the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

***Article IV: Organization Leadership***

**Section 1 – Duties of President**: third or fourth year PhD student; schedule, organize, and lead executive board meetings and general member events; delegate responsibilities to other executive board members; attend presidential training; establish annual organizational goals; update leadership and member roster annually; update SASP constitution annually.

**Section 2 – Duties of President Elect**: second or third year PhD student; assist the president to schedule and organize events; work with other executive board members to determine improvements to the organization; transition into president role.

**Section 3 – Duties of Treasurer**: EdS or PhD student; manage SASP financial accounts; attend treasurer training; purchase materials for events with SASP funds.

**Section 4 – Duties of Secretary**: EdS or PhD student; attend all general and executive board meetings and take meeting minutes to send to all organization members; provide support for other executive board positions when necessary; manage shared calendar; store meeting minutes and procedures in online shared folder.

**Section 5 – Duties of Social Justice Chair**: EdS or PhD student; coordinate social justice events; collaborate with faculty and students on social justice events; distribute information about local social justice events in the Columbus community.

**Section 6 – Duties of Community Chair**: EdS or PhD student; coordinate and schedule social events for SASP members; focus on community building, support, and wellness; facilitate mentorship program for new students.

**Section 7 – Duties of Student Advisory Board Chair**: EdS or PhD student; collaborate with president and president elect on collecting program feedback from students; coordinate meetings with faculty to discuss student feedback and future program directions; schedule and coordinate information sessions for students on topics of interest.

**Section 8 – Duties of Communication Chair**: EdS or PhD student; use and update social media outlets to advertise SASP and school psychology at Ohio State University; manage SASP website.

**Section 9 – Duties of OSPA/SPCO Student Representative**: EdS or PhD student; communicate with Ohio School Psychology Association (OSPA) and School Psychologists of Central Ohio (SPCO) and forward relevant announcements, events, conferences, information, and resources to SASP members.

**Section 10 – Duties of NASP/APA Student Representative**: EdS or PhD student; communicate with National Association of School Psychologists (NASP) and American Psychology Association (APA)-Division 16 and forward relevant announcements, events, conferences, information, and resources to SASP members.

**Section 11 – Duties of Intern Representative**: EdS or PhD intern; provide updates on internship; forward relevant information from the field to SASP members.

***Article V: Election/Selection or Organization Leadership***

Organization leaders represent the executive committee and general membership and are elected from the ranks of the SASP’s voting membership. Organization leaders self-nominate, prepare a brief speech, and then are voted on through secret ballot by voting members in the Spring Semester (March or April), and leadership terms begin in August, at the start of the fall semester.

In special circumstances, such as a resignation or removal, the voting members of the organization will be assembled at the earliest convenience to vote on a replacement. In the event that a student will need to take a short medical or maternity leave, the board may decide to have another board member fill in for the member while they are on leave.

***Article VI: Executive Committee***

SASP-Ohio State University Chapter has an executive board, comprised by the eleven organization leaders and the faculty advisor.

***Article VII: Standing Committees***

SASP-Ohio State University Chapter does not have a standing committee.

***Article VIII: Advisors***

**Section 1 – Duties of Faculty Advisor**: full-time member of the University faculty; available for consultation with the organization leadership and general members; attend student organization advisor training; approve organization goals; attend general and executive meetings when possible; receive program feedback.

***Article IX: Meetings and Events of the Organization***

**Section 1 – General Meetings**: twice per semester, all members of the organizations gather to hear organization announcements.

**Section 2 – Executive Board Meetings**: twice per semester (at least), all organization leaders gather to share ideas, share progress on individual organization projects, and prepare for general meetings and events.

**Section 3 – Town Halls**: approximately once per semester, all organization members gather without faculty to provide program feedback.

**Section 4 – Feedback Meetings**: following town hall meetings, the president, president elect, and student advisory board representative meet with the SASP faculty advisor to discuss member feedback.

**Section 5 – Social Events**: approximately once per month, the community chair organizes social and wellness events for all members to attend.

**Section 6 – Information Sessions**: several times per semester, the student advisory board representative organizes information sessions for all members to attend.

**Section 7 – Orientation**: during orientation for new school psychology students, SASP will present about the organization.

**Section 8 – Trainings**: in the beginning of the fall semester, the SASP president, treasurer, and faculty advisor will each attend a respective training put on by the University for student organization compliance.

***Article X: Attendees of Events of the Organization***

**Section 1 –** All SASP events are open to SASP members, but not strictly required.

**Section 2 -**  SASP-Ohio State University Chapter 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 organizations constitution.

**Section 3 –** Some events, as planned by organization leaders, may be open to the University public.

***Article XI: Method of Amending Constitution***

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, and should require a majority vote of meeting attendees.

***Article XII: Method of Dissolution of Organization***

Should SASP-Ohio State University Chapter need to dissolve, the faculty advisor will be consulted regarding the disposal of assets and debts, and the Student Activities staff will be contacted.