

CONSTITUTION
THE PSYCHOLOGY GRADUATE STUDENT ASSOCIATION
(ADOPTED: FEBRUARY 2019)
(LAST REVISED: FEBRUARY 2019)

ARTICLE I: Name

The name of this organization shall be the Psychology Graduate Student Association (PGSA).

Article II: Purpose and Scope

Section 2.1. The purpose of this association is to provide a strong voice for all psychology graduate students.

Section 2.2. In the pursuit of this general purpose, the PGSA will work to:

- A. Facilitate communication amongst graduate students, faculty, and staff;
- B. Promote graduate student interests;
- C. Provide opportunities for socializing and professional development for graduate students; and
- D. Encourage inter-student coordination and collaboration with the purpose of enhancing student life and promoting research, teaching, and service as students embark on their primary goal of successfully completing and graduating from the program.

Article III: Relationship

PGSA is unaffiliated with any local, state, or national organization or entity. Although this organization has members who are students at The University of Alabama and may have University employees associated with or engaged in its operations, the University does not direct, supervise, or control the organization and is not responsible and cannot be held liable for the organization's contracts, acts, or omissions.

Article IV: Membership

Section 4.1. Active membership in PGSA shall be limited to students who are currently enrolled as psychology graduate students at The University of Alabama. People enrolled as psychology graduate students are automatically enrolled in PGSA. No formal application or interview is required to obtain active member status. There are no dues associated with PGSA.

Section 4.2. There are no associate members of PGSA. All members are active members.

Section 4.3. Active members are eligible to vote and hold office in the PGSA.

Section 4.4. Membership in PGSA shall be open to all psychology graduate students of The University of Alabama, without regard to race, religion, sex, ability status, national origin, color, age, gender identity, gender expression, sexual identity, or veteran status.

Article V: Organizational Leadership

Section 5.01. The Officer Committee of the PGSA shall be the President, the Clinical Vice President, the Experimental Vice President, the Treasurer, the Child Representative, the Health Representative, the Geropsychology Representative, the Psychology/Law Representative, the Cognitive Representative, the Developmental Representative, the Social Representative, the Clinical

Graduate Student Association (GSA) Senator, and the Experimental GSA Senator. These officers shall comprise the Officer Committee. All officers must be current University of Alabama psychology graduate students.

Section 5.02. The President shall:

- A. Schedule and run all PGSA meetings
- B. Oversee and attend all PGSA events and activities
- C. Assign students to departmental committees
- D. Attend all faculty meetings (once a month)
- E. May also attend experimental and clinical faculty meetings
- F. Serve on chair's executive committee
- G. Serve on chair's advisory committee
- H. Present PGSA award at Honors Day

Section 5.03. The Clinical Vice-President shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Assign incoming students a buddy/mentor
- D. Attend all faculty meetings
- E. Attend clinical faculty meetings
- F. Serve as a liaison between the Director of Clinical Training (DCT) and students
- G. Attend monthly meetings with the DCT
- H. Arrange clinical workshops (approximately 3 per year)
- I. Serve on chair's advisory committee
- J. Organize clinical applicant parties

Section 5.04. The Experimental Vice-President shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Assign incoming students a buddy/mentor
- D. Attend all faculty meetings
- E. Attend experimental faculty meetings
- F. Arrange brown bags (approximately 3 per year)
- G. Serve on chair's advisory committee
- H. Organize experimental applicant party

Section 5.05. The Treasurer shall:

- A. Manage the PGSA budget
- B. Liaise between department administrative staff and PGSA on financial issues
- C. Attend student organizations training
- D. Attend meetings with the Financial Affairs Committee as needed to secure funding
- E. Host an event, lead the newsletter, or do something comparable

Section 5.06. The Experimental GSA Senator shall:

- A. Attend a GSA town hall meeting each semester
- B. Attend PGSA meeting following GSA meeting to report back
- C. Serve on a GSA sub-committee

- D. Distribute information to graduate student body via email
- E. Attend PGSA events and help out where needed

Section 5.07. The Clinical GSA Senator shall:

- A. Attend a GSA town hall meeting each semester
- B. Attend PGSA meeting following GSA meeting to report back
- C. Serve on a GSA sub-committee
- D. Distribute information to graduate student body via email
- E. Attend PGSA events and help out where needed

Section 5.08. The Child Representative shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Attend clinical faculty meetings if requested
- D. Organize bi-semester concentration meetings/check-ins with students in the child concentration
- E. Host an event, lead the newsletter, or do something comparable

Section 5.09. The Health Representative shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Attend clinical faculty meetings if requested
- D. Organize bi-semester concentration meetings/check-ins with students in the health concentration
- E. Host an event, lead the newsletter, or do something comparable

Section 5.10. The Geropsychology Representative shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Attend clinical faculty meetings if requested
- D. Organize bi-semester concentration meetings/check-ins with students in the geropsychology concentration
- E. Host an event, lead the newsletter, or do something comparable

Section 5.11. The Psychology/Law Representative shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Attend clinical faculty meetings if requested
- D. Organize bi-semester concentration meetings/check-ins with the psychology/law concentration
- E. Host an event, lead the newsletter, or do something comparable

Section 5.12. The Cognitive Representative shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Attend experimental faculty meetings if requested

- D. Organize bi-semester concentration meetings/check-ins with students in the cognitive concentration
- E. Host an event, lead the newsletter, or do something comparable

Section 5.13. The Developmental Representative shall:

- A. Attend all PGSA meetings
- B. Attend all PGSA-sponsored events
- C. Attend experimental faculty meetings if requested
- D. Organize bi-semester concentration meetings/check-ins with students in the developmental concentration
- E. Host an event, lead the newsletter, or do something comparable

Section 5.14. The Social Representative shall:

- E. Attend all PGSA meetings
- F. Attend all PGSA-sponsored events
- G. Attend experimental faculty meetings if requested
- H. Organize bi-semester concentration meetings/check-ins with students in the social concentration
- I. Host an event, lead the newsletter, or do something comparable

Section 5.15. The terms of all officers of the PGSA shall be one year; however, officers may serve multiple consecutive terms.

Section 5.16. The University of Alabama Psychology department chair shall serve as the advisor of PGSA.

Section 5.17. The Advisor shall:

- A. Advise the PGSA to ensure compliance with UA policies and procedures;
- B. Be available to meet with the President, Clinical Vice President, and Experimental Vice President as needed;
- C. Resolve internal disputes between members of the PGSA;
- D. Serve as a liaison between the University of Alabama Psychology department and the PGSA.

Article VI: Elections

Section 6.1. The PGSA will hold officer elections annually during the month of April in The University of Alabama's spring semester. These elections will take place over email.

Section 6.02. The President of the PGSA will open the election by seeking nominations for all offices.

Section 6.3. Any active psychology graduate student may nominate any active psychology graduate student, including themselves, to any office. All nominations must be accepted by the nominee. An individual can accept multiple nominations.

Section 6.4. After accepting nominations for each office, the President will close nominations. In the event that only one individual accepts nomination to an officer position, that individual will assume the position for the next academic year. In the event that two or more individuals accept nomination

for an executive officer position, the position will be put to a vote.

Section 6.5. Voting shall occur by secret ballot, distributed by email to each active member of the PGSA, completed via electronic survey form. Each active member may cast one and only one vote. Proxy voting is not allowed.

Section 6.6. A simple majority vote is required to elect officers. In the event that a winner cannot be determined because two or more individuals receive the same number of votes, any individual who received less than those individuals will be removed from the list of potential candidates and a new vote will be conducted until such time as one candidate receives a simple majority.

Section 6.7. The new officers shall be installed following the termination of the outgoing officers at the end of the academic year during which they serviced. Outgoing officers are expected to assist the new officer-elect in learning about their new role and the duties and responsibilities associated with it.

ARTICLE VII: Committees

Section 7.1. The Officer Committee shall include the officers of the PGSA. They shall supervise the affairs of the organization between its meetings, make recommendations to the organization, and perform other duties as specified in this Constitution.

Section 7.2. Other committees, standing or special, shall be appointed by the President of the PGSA as deemed necessary to carry on the work of the organization.

Article VIII: Vacancies and Removal of Officers

Section 8.1. If, for any reason, an officer steps down or is removed from the position, the vacancy shall be filled by electing a replacement officer by following the applicable sections of Article VI above.

Section 8.2. In the event that the President steps down or is removed from office, the vacancy shall be filled by electing a replacement officer by following the applicable sections of Article VI above.

Section 8.3. Officers may be removed from their position before the expiration of their normal terms for failure to satisfactorily perform the duties of office, for repeated absences from meetings, or for conduct that is improper to their office.

Section 8.4. A motion to remove an officer may be made at any scheduled meeting of the PGSA; however, a vote shall not be taken until the next scheduled meeting. In order to remove an officer, the motion must receive an affirmative three-fourths ($\frac{3}{4}$) majority vote of those active members in attendance at the meeting.

Article IX: Meetings

Section 9.1. An officers meeting for PGSA will be held approximately every month during the regular school year. All officers are expected to be in attendance. Meetings may be canceled at the discretion of the President.

Section 9.2. Notice of the date, time, and location of each meeting shall be provided by the President via email to PGSA officers at least seven (7) days before the scheduled date of the meeting. The President will take reasonable steps to ensure each meeting is scheduled at a time in

which all officers are available.

Section 9.3. Non-officer members of PGSA are welcome to attend any officer's meeting for any reason. These non-officer members can request the date and location of these meetings by contacting the PGSA President.

Section 9.3. Officer and non-officer members of PGSA may request in advance to raise an issue in a future officer's meeting. Such requests should be directed to the PGSA President, who will add the topic to the meeting agenda.

Article X: Finances

In the event that the PGSA becomes defunct or is terminated, all funds held in the PGSA account at the Alabama Credit Union shall be donated in full to the University of Alabama Student Organization Scholarship Fund and the account officially closed.

Article XI: Constitutional Amendments

This constitution may be amended at any regular meeting of the PGSA officers by a two-thirds majority vote of the active members present at the meeting, provided that the amendment has been submitted in writing at the previous regular meeting.

Article XII: Rules of Order

Section 12.1. The rules contained within the most recent edition of Robert's Rules of Order shall govern this organization, to the discretion and better judgment of the officers, unless they are found to be inconsistent with the constitution of the organization.

Section 12.2. Words and phrases shall be read in context and construed according to the rules of grammar and common usage. Words and phrases that have acquired a technical or particular meaning shall be construed accordingly.

Section 12.3. If any section or portion of this document is ambiguous in terms of scope, application, or intent, then any such ambiguity will be presented to the PGSA officers, who will recommend an interpretation. Such interpretation will be binding until such time as the constitution can be amended to clarify the ambiguity, or overturned by the Office of Student Involvement.

Section 12.4. In the event that an issue, dispute, or situation arises that is not contemplated by the provisions of this document, the matter will be presented to the Advisor for the PGSA, who will recommend a solution, resolution, or course of action. Such recommendations will be binding until such time as the constitution can be amended to provide guidance, or overturned by the Office of Student Involvement.

Section 12.5. If the majority of the officers disagrees with the interpretation of the advisor or the recommendation of the advisor then the matter can be presented to the Office of Student Involvement for consideration and final determination. The determination of the Office of Student Involvement shall be binding until such time as the constitution is amended.

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AUTHORIZED:

Signed By: Sophie W. Eldred
President

Signed By: Frances A. Corn
Advisor

Signed By: Haley Potts
Treasurer