

## **I. IUP Educational Psychology Organization (EPO)**

### **II. Mission Statement**

Promoting the awareness of students and educators to the educational and psychological needs of children through scholastic, community, and professional involvement.

### **III. Membership**

Membership in this organization is open to all members of the IUP community without regard to race, lifestyle, color, religious creed, disability, national origin, sexual orientation, or gender.

### **IV. Officers**

The officers of this organization shall include the president, vice president, secretary, and treasurer. There will also be chairpersons in the areas of public relations, technology, and fundraising.

#### **a. Election of officers**

The officers shall be elected by a majority vote at the first meeting of each calendar semester, and they shall serve for one full semester. All officers of the organization shall be enrolled students of IUP and shall maintain good academic standing as defined by the university.

#### **b. Duties and Power of Officers**

i. The president shall preside over meetings, initiate committees, and appoint committee chairpersons. The president shall have the power to fill any vacancies that may occur. The president must have at least one full semester in EPO before taking office.

ii. The vice president shall be responsible for the bulletin board outside the educational psychology library. The vice president shall assume the duties of the president in his/her absence or is s/he is incapable of performing said duties.

iii. The secretary shall record the minutes of all meetings of the organization and handle the distribution of same when appropriate. The secretary will also keep accurate attendance records for meetings and events.

iv. The treasurer shall collect and be responsible for all dues and donations. The treasurer shall maintain a budget for the organization and present an itemized account of the condition of the budget at all regularly scheduled meetings. The treasurer must have at least one full semester in EPO before taking office.

v. The public relations chair person will advertise for events and activities. This can include volunteer activities, school visitations, tutoring, etc.

vi. The technology chair person will be responsible for the upkeep of the organization's website, including current activities and membership list.

vii. The fundraising chairperson will arrange fundraising activities for the organization to increase treasury.

viii. Additional chairpersons can be added on a semester to semester basis.

#### **V. Advisers**

The membership of the organization shall select an adviser from the faculty, staff, or administration of IUP. The adviser shall serve the best interests of the organization and its members, and reasonably attempt to ensure that all business conducted by the organization complies with university policies.

#### **VI. Meeting**

The IUP Educational Psychology Association shall conduct biweekly meeting on varying weekdays and times to accommodate the diverse membership.

#### **VII. Attendance/ activity requirements**

Members are expected to demonstrate an active interest in the organization, its meetings, and events. If a member cannot attend a meeting or event they have obligated to, they should inform an officer via e-mail or phone 24 hours in advance of the event (with the exception of extreme emergencies).

#### **VIII. Expulsion and Impeachment**

Members can be placed on probation for failure to follow the organizational guidelines. If the situation does not improve, the member may be asked to leave the organization.

#### **IX. Financial Obligation**

Dues will be \$5.00 per semester or \$7.00 for the year.

#### **X. Amendments**

Amendments to this constitution may be proposed by the members and approved by a two thirds (2/3) majority vote of the members of the organization present at the designated meeting. Members should be notified one meeting in advance that an amendment is in question. Amendments cannot significantly change or eliminate items required for continued university recognition.