

Contact Danielle Umland for Membership Information.

CONSTITUTION FOR THE SOCIETY OF UCA COUNSELING PSYCHOLOGY DOCTORAL STUDENTS

ARTICLE I. The Society of Counseling Psychology Doctoral Students

This organization shall be known as the Society of Counseling Psychology Doctoral Students.

ARTICLE II. OBJECTIVE

Section 1. Purpose

The purpose shall be to create a stronger, more unified program where needs are communicated with peers as well as to the Counseling Psychology Committee.

Section 2. Objectives

The major objectives shall be to (1) create a stronger community of Counseling Psychology students, (2) communicate needs with one another as well as with faculty members, (3) help to create a stronger program, and (4) advise and work with the Counseling Psychology Committee.

ARTICLE III. MEMBERS

Section 1. Eligibility

- A. Membership to the Society of Counseling Psychology Doctoral Students *is open to all students enrolled in the Counseling Psychology Doctoral Program at the University of Central Arkansas (required statement) **.
- B. All Counseling Psychology Doctoral students are encouraged to be a part of this group. Participation and level of involvement is up to each individual. Lack of involvement will not be penalized by this organization.

ARTICLE IV. DUES AND FINANCES

Section 1. Accounting Year

The accounting year for the Society of Counseling Psychology Doctoral Students will be from July 1 to June 30th. This organization will not collect fines or dues.

Section 2. Dues

- A. *Dues shall be \$0.00 per semester (or determined per academic year). Dues will not be collected by any member.*

Section 3. Monetary Transactions

In order for a monetary transaction to take place (sign check, deposit, etc.) and be authorized, it must be approved by both advisor and the President. All transactions shall have the signature of the President and advisor.

Section 4. Contracts

In order for a contract to be binding, both advisor and President must sign the contract. All contracts must comply with Board of Trustees Policy #416.

Section 5. Dissolution of Club and Allocation of Remaining Funds

Should the organization be dissolved for any reason, all the monies will go to the UCA Alumni Scholarship Fund.

ARTICLE V. OFFICERS

Section 1. Requirement of Officers

The officers of the Society of Counseling Psychology Doctoral Students, must meet the following requirements: (1) be an enrolled student in good standing in the Counseling Psychology Doctoral Program at the University of Central Arkansas.

Section 2. Officers and Duties

- A. President – Shall preside over regular and executive meetings, coordinate group activities, and communicate with the officers and advisors on all matters.
- B. Vice President – Shall assist president and preside over meetings in the absence of the president. Shall maintain regular communications between members.
- C. Secretary – Shall record minutes at all business meetings, check attendance at functions, and receive and review excuses for absences.
- D. Faculty Liaison – Shall record and communicate concerns of the program to the faculty.

Section 3. Election Process

- A. Elections shall be held at the first regular meeting during the month of August. A simple majority vote will elect. Newly elected officers shall assume responsibility at the meeting following elections.
- B. The term of office for officers shall be two semesters.

Section 4. Replacement of Officer Vacancies

In case of a vacancy in any office, a new officer shall be elected to complete the term. Such election shall be held during the meeting following that which the announcement of a vacancy takes place. The office of President, however, shall be occupied by the Vice President for the remainder of the term.

Section 5. Removal of an Officer

Officers are subject to removal from office by the Society of Counseling Psychology Students if the advisor feels that they are no longer able to perform their duties adequately.

ARTICLE VI **MEETINGS**

Section 1. Regular Meetings

The regular meeting of the Society of Counseling Psychology Students shall be held once per month, on the first Wednesday of every month.

Section 2. Called/Special Meetings

Special meetings may be called by the president or a majority of the officers. The purpose, time and place shall be stated in the call of the meeting and at least 36 hours written notice shall be given to all members.

Section 3. Quorum Defined

A quorum shall consist of a majority of the membership present at date and time of meeting. In case of a decision deemed extra important and majority of membership entirety is desired, other accommodations for voting, such as but not limited to, through email or texting, will be made by the officers.

ARTICLE VII **COMMITTEES**

Section 1. Standing Committees

A. There will not be a membership committee. Membership will be based on enrollment in the Counseling Psychology Doctoral Program and participation will be based on the level of involvement each individual is interested in. All students in the Counseling Psychology Doctoral Program will be encouraged to have regular involvement in the Society through regular communication from officers and other members.

Section 2. Special/Ad hoc Committees

Special committees shall be created as the Society of Counseling Psychology Students deem necessary to carry on the work of the organization. The chairman and members of such committees shall be appointed by the president with majority approval of the club members.

ARTICLE VIII **ADVISOR**

Section 1. Selection

- A. *The advisor must be the Counseling Psychology Doctoral Training Director.*
- B. *The advisor shall see that the organization's purposes/activities are within University policy.*

ARTICLE IX PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the Society of Counseling Psychology Doctoral Students.

ARTICLE X AMENDMENT

This constitution may be amended at any regular meeting of the Society of Counseling Psychology Doctoral Students by a two-third (2/3) vote of the entire membership, provided that the amendment has been submitted in writing at the previous regular meeting.

3/1/14
Date

Elm M. B. Jr
Signature of Advisor

4/29/14
Date

Daniel Unlax
Signature of Student Organizer

OFFICE USE ONLY

Approved _____
Coordinator of Student Organizations & University Events

Date