

Progressive Student Alliance (P.S.A.) Constitution

PREAMBLE

For the purposes deemed wise and good, hereinafter set forth, this organization is hereby established submitting itself to be by, and dedicating itself to uphold the following constitution.

ARTICLE I – NAME

Section 1 – The name of this organization shall be the Progressive Student Alliance or P.S.A.

ARTICLE II – PURPOSE

Section 1 – It shall be the primary purpose(s) of this organization to:

- A. Affect progressive reform, as detailed in our Pillars of Progress, on campus and in the greater Houston community
- B. Maintain an active presence on campus and in the Houston community.
- C. Increase local voter participation
- D. Promote grassroots organizing in the community
- E. Hold elected officials accountable
- F. Educate the community on electoral politics
- G. Bring people together in solidarity for progressive change

ARTICLE III – MEMBERSHIP

Section 1 – Regular membership shall consist of those students of the University of Houston who have agreed to uphold this Constitution and to participate fully in the activities of this organization.

- A. A Regular Voting Member must fulfill the following requirements:
 - a. Pay their dues in full;
 - b. Participate in two events per month and three general meetings per semester, including livestream meetings.

Section 2 – Special membership shall consist of those persons who have not fulfilled the requirements of Article III, Section 1. (Note: Special members might consist of alumni or members of the community).

- A. Special members shall not have the right to vote.

ARTICLE IV – OFFICERS

Section 1 – The officers of this organization shall consist of an Organization Representative, Clerk, Treasurer, Media Outreach Officer, and Digital Designer and shall collectively be referred to as the Operations Committee.

Section 2 – The responsibilities of the Organization Representative shall be as follows:

- A. To preside at meetings of this organization;
- B. To serve as the representative of this organization to University Administration, the Student Government Association, and other organizations;

- C. To execute the orders of this organization, subject to the approval of the membership;
- D. To prepare agendas of meetings of this organization;
- E. To delegate Organizational Representative responsibilities when deemed appropriate, subject to the approval of the membership;
- F. To have signature authority on all checks issued by this organization;
- G. To inform succeeding officers of their responsibilities to this organization, University Administration, the Student Government Association, and other organizations;
- H. To perform other such duties as the membership or Constitution may specify.

Section 3 – The responsibilities of the Clerk shall be as follows:

- A. To assist the Organization Representative in his/her duties;
- B. To preside at meetings of this organization in the absence of the Organization Representative;
- C. To assume the office of the Organization Representative in his/her absence, vacancy, resignation, or dismissal;
- D. To maintain an accurate list of the membership of this organization;
- E. To establish, administer, and enforce an attendance policy, subject to the approval of the membership;
- F. To record minutes of meetings of this organization;
- G. To handle all correspondence of this organization not under the preview of the Organization Representative;
- H. To pick up all mail received at the Center for Student Involvement at least once a week, in addition to any other location at which mail for this organization may be delivered;
- I. To update and maintain all files of this organization;
- J. To have signature authority on all checks issued by this organization;
- K. To perform other such duties as the membership or Constitution may specify.

Section 4 – The responsibilities of the Treasurer shall be as follows:

- A. To assist the Organization Representative in his/her duties;
- B. To keep accurate records of the financial status and transactions of this organization.
- C. To receive and disburse all monies of this organization;
- D. To calculate needed totals for printed gear and media;
- E. To have possession of bank card;
- F. To have signature authority on all checks issued by this organization;
- G. To hold personal responsibility for all organization funds in his/her possession;
- H. To represent this organization when requesting funds from the Activities Funding Board;
- I. To assume the office of Clerk in his/her absence, vacancy, resignation, or dismissal;
- J. To perform other such duties as the membership or Constitution may specify.

- Section 5- The responsibilities of the Media Outreach Officer shall be as follows;
- A. To assist the Organization Representative in his/her duties;
 - B. To have access to the social media and email accounts;
 - C. To regularly post updates, surveys, and reminders on all media accounts;
 - D. To track metrics on Get Involved and other data collection interfaces;
 - E. To perform other such duties as the membership or Constitution may specify.

- Section 6- The responsibilities of the Digital Designer shall be as follows;
- A. To assist the Organization Representative in his/her duties;
 - B. To assist the Media Outreach Officer in his/her duties;
 - C. To design the digital and printed posters;
 - D. To design the printed art for tangible items such as t-shirts, buttons and stickers;
 - E. To print necessary designed items;
 - F. To perform other such duties as the membership or Constitution may specify.

ARTICLE V – ELECTIONS

Section 1 – Candidates for any office of this organization must be Regular Voting Members, thus being students of the University of Houston.

Section 2 – Candidates for any office of this organization shall be nominated by the voting membership or shall nominate themselves and all nominations must be seconded.

Section 3 – Election of officers shall take place at a meeting of this organization called for that purpose to occur within the last thirty days of the Spring semester, with term of office lasting one year.

Section 4 – Election of officers shall be by a majority vote; as decided in a ranked-choice voting system.

Section 5 – In case of a tie, a coin flip shall decide the result.

Section 6 – If there is only one candidate applying for an office, that candidate shall take office by default.

Section 7 – Officers may be re-elected without limitation.

ARTICLE VI – REMOVAL

Section 1 – Any officer may be removed by a two-thirds vote of the membership.

Section 2 – In case of a tie, the Faculty/Staff Advisor shall cast the deciding vote.

Section 3 – A vacancy of any office shall be filled by a majority vote as detailed in Article V, Section 4.

ARTICLE VII – MEETINGS

Section 1 – The general meeting of this organization shall be once a month during the Fall and Spring semesters, the general day and hour to be set by the voting members.

Section 2 – Special meetings shall be called at the request of any three voting members of this organization.

Section 3 – An Officer, with agreeance of two other officers, shall have the authority to modify the meeting calendar as benefits majority of the schedules of voting members of this organization.

ARTICLE VIII – RULES OF PROCEDURE

Section 1 – This organization shall use Robert’s Rules of Order, current edition, as its authority on parliamentary procedure.

Section 2 – Quorum

- A. One more than half the voting membership shall constitute a quorum.
- B. No business shall be conducted without the presence of a quorum.

Section 3 – Business shall be decided by majority vote during general meetings only.

Section 4 – All references to voting or approval of the membership of this organization refers to voting membership except where specified.

ARTICLE IX – AMENDMENTS

Section 1 – One or more voting members of this organization may author an amendment to this Constitution.

Section 2 – The amendment shall be submitted in writing to anyone in the Operations Committee for review and recommendation concerning legality, punctuation, placement, and word order.

Section 3 – The Operations Committee shall present the amendment at the next general meeting of this organization, a copy of the amendment being given to each voting membership (refers to voting member) of this organization. This shall constitute a first reading.

Section 4 – At this next general meeting, voting shall take place to accept or deny amendment. Three-fourths of the membership is needed for acceptance.

Section 5 -- Following the acceptance of an amendment, updated copies of this Constitution shall be disseminated to each voting member.

ARTICLE X - ADVISOR

Section 1 -- Adhere to the University of Houston Center for Student Involvement
Acknowledgment of Registered Student Organization Advisor Expectations.

Anti-Hazing Clause:

This organization will not initiate, participate in, or be witness to any act that inflicts or intends to inflict physical or mental harm or discomfort or which may demean, disgrace, or degrade any person, regardless of location, intent, or consent of participant(s).

Non-Discrimination Clause:

As a Registered Student Organization at the University of Houston we adhere to the University of Houston's Non-Discrimination Policy. The University of Houston is an Affirmative Action/Equal Opportunity institution. The university provides equal treatment and opportunity to all persons without regard to race, color, religion, national origin, sex, age, genetic information, disability, or veteran status except where such distinction is required by law. Additionally, the System prohibits discrimination on the basis of sexual orientation, gender identity or gender expression.

EFFECTIVE DATE: January/2017