

INDIANA STATE UNIVERSITY Organization for Students in Physical Education (OSPE)

CONSTITUTION

NAME

The name of this organization will be the Organization for Students in Physical Education (OSPE).

PURPOSE

The Organization for Student in Physical Education is designed to provide educational and networking opportunities for students in the physical education program.

ARTICLE I MEMBERSHIP

Section I: Eligibility

Open to all Indiana State University students or faculty members who have paid their dues and are interested in the field of physical education or a career specializing in adult fitness and/or exercise science. Except as protected by federal or legislative act, this organization shall not discriminate on the basis of race color, religion, sex, sexual orientation, national origin, ancestry, age, marital status, disability, or status as a Vietnam era or disabled veteran in the conduct of its activities or the selection of its members.

Section II: Active Membership

- A. Any member of the Organization of Students in Physical Education who has paid the required dues, and has attended or been excused from a total of fifty percent of the meetings during a semester is considered an active member.
- B. All members who are not on the active list are considered probationary (non-active) members. This status drops once the requirement of Article I Section II.A is met.

Section III: Voting Rights

Any active member of the Organization of Students in Physical Education shall have the right to participate in any vote of the general membership. All active members are given one vote. A member must be present to vote.

ARTICLE II **UNIVERSITY COMPLIANCE**

This organization shall comply with all policies and regulations of Indiana State University, as well as with all local, state, and federal laws.

ARTICLE III **STATEMENT OF NON-FOR-PROFIT STATUS**

The Organization of Students in Physical Education is a not-for-profit organization.

ARTICLE IV **RELATIONSHIP WITH LARGER ORGANIZATION**

The organization does not have a relationship with any other larger organization.

ARTICLE V

ADVISOR

The advisor will be a member of the ISU faculty or administration. She/he will act as a facilitator and serve as a non-voting member of the club.

ARTICLE VI

MEETINGS

Section I: A meeting is defined as an official time that members assemble for business. The President or the faculty advisor has the authority to call an organization meeting. Meetings will be held twice a month. An e-mail will be sent to all members a minimum of two days prior to the meeting date. Meeting notices (flyers) will also be posted around the Arena building a minimum of two days prior to meeting date.

Section II: The President will set the meeting agenda. It is suggested that the President consult with other officers, members, and the faculty advisor for agenda topics. The rules contained in the current edition of Robert's Rules of Order shall govern this organization in all cases to which they are applicable and in which they are not consistent with this constitution and any special rules adopted by the organization <http://www.robertsrules.com/>.

Section III: The President or faculty advisor may call any special or emergency meeting deemed necessary. In the event of a special or emergency meeting, members will be sent an e-mail notification.

Section IV: Attendance is recorded in a meeting with a sign-in sheet.

ARTICLE VII

DEMOCRATIC PROCEDURE

Section I: Elections

Officers: The officers shall be: President, Vice President, Secretary, Treasurer and Program Director. They will serve a one year term, unless re-elected by the process listed in Article VII, Section I. In order to be considered for nomination as an officer a person should be a registered physical education major and have been an “active” member in the organization for at least one semester before their candidacy.

- A. The election of new officers will take place during the last month of the spring semester. If a quorum cannot be reached at the end of the spring semester, the election of new officers will be held until the beginning of the fall semester. The term of office is from the beginning of the fall semester to the end of the spring semester of the following year.

- B. A candidate becomes a nominee when he/she has been nominated and seconded for that position. Nominee will be given 5 minutes to present a speech to the general membership explaining their reasons behind running for office, qualifications, goals, etc. In the case a nominee cannot make the election meeting an appointed member (of candidates choosing) of the organization may make the speech in their place. After all the nominees (or represented nominees) have made their speeches, the nominees will leave the room; there will be a short question and answer session. Then, the nominees will enter the room and will be voted on by the whole membership by a show of hands. The nominee receiving a simple majority of votes will win the office. In the case of a majority not being reached, the members present will vote again on the two nominees receiving the most votes. The elections will be held in descending order (i.e. – the position of President will be decided, then Vice President, Secretary, Treasurer, and finally Program Director).

- C. A quorum must be present in order to nominate and elect new officers. A quorum shall consist of at least fifty-one percent of the active members.
- D. Members will be notified by an e-mail a minimum of two days prior to the election meeting date. Meeting notices (flyers) will also be posted around the Arena building a minimum of two days prior to the election meeting date.
- E. If any elected officer position becomes vacant, that office must be filled according to the election procedures outlined in Article VII, Section I. Should an active member believe that an officer is not acting in the best interest of the organization, that member can call a general meeting. If one-half of a quorum votes in favor of the removal of the officer, that officer must step down and the election for the new officer will occur at the next scheduled meeting.

Section II: Policy Making

- A. Policies are considered for change when the organization President receives a written request from an active member regarding a need for a policy change. Upon receipt of a policy change request, the president will provide the membership with information regarding the consideration of a policy change. This notification will be at least two weeks prior to the meeting before the policy change will be considered. Before the general membership at the next meeting, the amendment shall be read. After such amendment has been read and explained, there shall be a discussion period after which a vote shall be taken. A vote may be delayed until the next general meeting if one-third of the voting members wish to delay consideration.
- B. A quorum of fifty-one percent of voting members must be present to change an organization policy. Should the vote recorded for the adoption of the amendment be less than fifty-one percent of the quorum, the amendment will fail and no further consideration will be given to it for one full semester. Should the vote recorded for adoption of the amendment is fifty-one percent of the quorum, the amendment shall be considered

in effect and shall be added to or become a part of the Constitution of the Indiana State University Organization of Students in Physical Education.

- C. Policy changes will be voted on by a show of hands.
- D. Any active member has the authority to recommend a policy change.

ARTICLE VIII **NON-HAZING**

Hazing is strictly prohibited in connection with the activities of this organization. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may abuse, degrade, or intimidate the person as a condition of association with the organization, regardless of the person's consent or lack of consent.

ARTICLE IX **DUES AND BUDGET**

- A. Dues and fees will be established by a majority vote from active membership.
- B. Dues will be collected annually. Members who do not pay dues or renew dues annually for membership will be sent an e-mail reminder notice. The member has 14 days after the e-mail reminder notice has been sent to pay dues before being moved to non-active membership status. The member will re-instated back to active membership status once dues have been paid.
- C. The Treasurer or faculty advisor can collect membership dues.
- D. The Treasurer with the assistance of the faculty advisor will maintain the group's budget. The budget will be revised as needed.

ARTICLE X

FINANCES

- A. The Treasurer with the assistance of the faculty advisor will be in charge of financial affairs.
- B. The organization will have an account of its own set-up through the assistance of the Physical Education department.
- C. If the group were to dissolve, the money from the group organization would go to the Physical Education department.

ARTICLE XI

INDEMNIFICATION CLAUSE

The organization is required to report to the Physical Education Department its on and off campus organization activities.

ARTICLE XII

RATIFICATION

This constitution will go into effect upon the ratification by fifty-one percent of the voting members present at the ratification session and the ISU Student Government Association.

Approved: September 8, 2009