

BYLAWS
Counseling Psychology Student Organization (CPSO)
University of Nebraska-Lincoln

ARTICLE I NAME

Section 1. The name of this organization shall be Counseling Psychology Student Organization (CPSO).

ARTICLE II PURPOSE

Section 1. The mission of the CPSO is to provide a forum for Counseling Psychology students to engage in collaborative academic discourse, learning opportunities that will facilitate individuals' growth both as students and as Counseling Psychologists or master's-level counselors, and opportunities for students to seek knowledge and experiences that extend beyond formal classroom activities. The CPSO is premised on the view that students bring both diverse and rich histories to bear upon their academic and social interactions. As such, the CPSO is characterized by a holistic orientation in assessing the needs of the students in the organization in particular and students in the Counseling Psychology program in general. Objectives of the CPSO include but are not limited to:

- a. Providing students with relevant national and state information impacting the field of Counseling Psychology and master's-level counseling
- b. To function as a liaison between the Counseling Psychology student body and Nebraska Psychological Association and the American Psychological Association
- c. To function as a liaison between the Counseling Psychology student body and the Counseling Psychology and Educational Psychology faculty
- d. To provide students with timely information regarding conferences, seminars, classes, symposiums, and guest lectures
- e. To provide students with an open forum for discussing departmental and program issues
- f. To provide students with the opportunity to extend their educational experience beyond the classroom
- g. To provide Counseling Psychology students with a supportive environment which enhances commitment to the Counseling Psychology program and to academic and professional growth

ARTICLE III AUTHORITY

Section 1. The organization is a recognized student organization at The University of Nebraska-Lincoln and adheres to all rules and obligations of the University of Nebraska- Lincoln Student Involvement office. This includes, but is not limited to, the completion and submission of The Annual Review Form to Student Government each year and completion of Recognized Student Organization (RSO) orientation by the president, with help from other officers as needed.

ARTICLE IV MEMBERSHIP

Section 1. This organization does not discriminate in the selection of members or appointments when discrimination is defined as denying individuals membership or appointment on the basis of gender, age, disability, genetic information, race, color, religion, pregnancy, marital status, veteran status, national or ethnic origin, gender identity or expression, place of residence, political affiliation, or sexual orientation.

Section 2. A student organization shall consist of at least five currently enrolled student members. Non-students will be allowed to participate in any student organization activity, but will not be a voting member, or an elected or appointed officer of said organization. A non-student is someone who is not currently enrolled at the University of Nebraska-Lincoln for the fall or spring semester.

Section 3. All current students enrolled in the Counseling Psychology doctoral program and the master's-level training programs (i.e., Community Counseling and School Counseling) will be members of the CPSO. The President, Master's Advocacy Chair, and Doctoral Advocacy Chair will work together to

ensure first year students are aware of and informed about the CPSO (e.g., email incoming students, give a brief presentation at orientation).

ARTICLE V OFFICERS

Section 1. Officers: The officers of the organization shall be the President, Master's Advocacy Chair, Doctoral Advocacy Chair, Research Collaboration Chair, Social Justice Chair, and Social Chair.

Section 2. Powers and Duties of Officers:

- a. President
 - Communicate with members of the elected board of officers and call meetings as needed
 - Attend monthly program meetings with faculty, Master's Advocacy Chair, and Doctoral Advocacy Chair
 - Maintain social media accounts and communication through CoPsych Listserv as needed
 - Coordinate mentorship program
 - Coordinate spring CPSO elections
 - Coordinate interview day evening get-together, with help from other officers as needed
 - Fill out paperwork and complete other duties relevant to CPSO's standing as a Registered Student Organization through ASUN and Student Involvement, with help from other officers as needed
 - Delegate tasks to members of the elected board as needed
 - Assist members of the elected board with tasks as needed
- b. Master's Advocacy Chair
 - Send out emails to Master's students before (to solicit concerns) and after (to communicate relevant information) department meetings to serve as a liaison between Master's students and program faculty
 - Attend monthly program meetings with faculty, President, and Doctoral Advocacy Chair
 - Communicate with Master's students (via CoPsych Listserv or Facebook group) about issues relevant to Master's training and counseling careers (e.g., from Nebraska Psychological Association, UNL Grad Studies, and American Counseling Association)
 - Be an active member of the American Counseling Association and Nebraska Psychological Association to facilitate communication between CPSO, counseling psychology master's students, and these larger organizations
 - Be available for communication with Master's students and support Master's students as needed (e.g., answer questions about Program of Study, ask faculty questions)
- c. Doctoral Advocacy Chair
 - Send out emails to doctoral students before (to solicit concerns) and after (to communicate relevant information) department meetings to serve as a liaison between doctoral students and program faculty
 - Attend monthly program meetings with faculty, President, and Master's Advocacy Chair
 - Communicate with doctoral students (via CoPsych Listserv or Facebook group) about issues relevant to doctoral training and counseling psychology (e.g., from Nebraska Psychological Association, UNL Grad Studies, American Psychological Association [APA] of Graduate Students, APA Student Affiliates of Division 17)
 - Be an active member of the American Psychological Association, Society of Counseling Psychology (Division 17), and Nebraska Psychological Association to facilitate communication between CPSO, counseling psychology doctoral students, and these larger organizations
 - Be available for communication with doctoral students and support doctoral students as needed (e.g., answer questions about Program of Study, ask faculty questions)
- d. Social Justice Chair
 - Plan one event per semester to promote a social justice mission (e.g., writing letters to senators, volunteering in underserved communities, attending cultural events)

- Distribute information (via CoPsych Listserv and/or Facebook group) about social justice events (e.g., on campus, in the community, through APA/ACA)
- e. Research Collaboration Chair
 - Plan one event per semester to promote the scientist-practitioner mission (e.g., research Brown Bags, discussions about program research with representatives from each doc sem)
 - Distribute information (via CoPsych Listserv and/or Facebook group) about research events (e.g., conferences, Brown Bags from other departments, trainings) and research-related information (e.g., program research requirements, funding to attend conferences)
- f. Social Chair
 - Plan annual fall picnic and spring fling events for students and faculty
 - Plan one informal (e.g., happy hour, bowling) student-only event per semester

ARTICLE VI SELECTION OF OFFICERS

Section 1. The officers are elected annually. Elections are held at the end of the spring semester. Voting for all officers is done through an online survey via Google forms or equivalent. Each CPSO member will be allowed only one vote. At least one week's notice shall be provided for voting and elections.

Section 2. Nominations for officers shall be made at the end of the spring semester prior to elections. Students and members may nominate themselves for an office.

Section 3. The officers shall be elected in order of President, Master's Advocacy Chair, Doctoral Advocacy Chair, Social Justice Chair, Research Collaboration Chair, and Social Chair.

Section 4. Officers shall be elected by majority vote of members who cast their vote by the pre-arranged voting deadline. If no candidate receives a majority vote, a runoff election shall be held between the two candidates receiving the highest number of votes. In the event of a tie, there shall be a revote. If the result of the revote is still a tie, the election shall be decided by the flip of a coin.

Section 5. Votes shall be cast by anonymous survey; however, when there is only one candidate for an office, a motion may be made to elect the candidate by acclamation.

Section 6. Officers shall assume office on the first day of classes during Fall semester and shall serve for the entire school year (including summer). Officers may run for the same position the following year, but may not stay in one position for more than two years.

Section 7. Officers who wish to resign must announce their intention to leave via email to the board.

Section 8. If a board member has a concern regarding another officer, the member must attempt to resolve the situation with the officer. If an agreement cannot be met, the board member can then request a meeting with the faculty advisor. If resolution still does not occur, a special meeting will be held to draft a probation agreement with the officer. The probation agreement must be approved with a simple majority. If the probation agreement is not fulfilled, the executive board will hold an anonymous vote to remove the officer, with $\frac{3}{4}$ board agreement necessary for removal.

Section 9. To replace a vacancy in an officer position, a call for nominations will be sent out to the CoPsych Listserv. A vote will be sent out online following voting procedures as designated in Sections 1, 4, and 5.

Section 10. If the position of President becomes vacant as the result of resignation, ineligibility or recall, the Master's Advocacy Chair or Doctoral Advocacy Chair shall assume the office of President. The Master's Advocacy Chair or Doctoral Advocacy chair will decide amongst themselves who will assume the office of President. If a mutually acceptable agreement cannot be made, the Master's Advocacy Chair and Doctoral Advocacy Chair will discuss the issues with the faculty advisor. If an agreement still cannot be made, a coin flip will determine who assumes the office of President. Vacancies in any other elected office shall be filled by a special online election. The President may appoint an interim officer to fill the vacancy until the election is held.

Section 11. All RSOs must be categorized as a Fall, Winter, or Spring Organization with ASUN and Student Involvement. RSO officers must take office on one of the following dates: On the first day classes commence fall semester (Fall Organization), the first day classes commence spring semester

(Winter Organization), or the second Tuesday of April (Spring Organization). All paperwork will be filed at those times to remain in compliance. CPSO will be categorized as a Fall Organization with ASUN and Student Involvement.

ARTICLE VII MEETINGS

Section 1. The President will call for meetings with elected board, students, and/or faculty as needed, in collaboration with the Master's Advocacy Chair and Doctoral Advocacy Chair.

ARTICLE VIII COUNSELING PSYCHOLOGY MENTORSHIP PROGRAM

Section 1. The mission of the Counseling Psychology Graduate Mentorship Program is to facilitate the transition of new students into the UNL Counseling Psychology Program. The objective of the program is to aid new PhD and MA students in their adaptation to the uniqueness of UNL's Counseling Psychology Program, the Educational Psychology Department, and the Lincoln community. Advanced students are encouraged to answer mentee's questions concerning departmental norms, provide practical advice regarding course and research, and aid the new students in problem solving if a crisis should arise, if necessary and appropriate.

Section 2. Each incoming student will be asked if they would like to be assigned to a current Counseling Psychology student in their respective program. Doctoral students entering their third year or above and master's students entering their second year will be eligible to volunteer as a mentor.

Section 3. The President (with assistance from other officers as needed) will coordinate and assign mentorships in late April/early May for both incoming doctoral and master's students. Care will be taken to avoid dual roles (e.g., potential supervisors and supervisees, teachers and students) as much as possible and to match mentors and mentees based on shared experience (e.g., matching an incoming post-master's doctoral student with an advanced post-master's doctoral student mentor, matching an incoming master's student with a post-bac doctoral student if there are not enough advanced master's students). Care will also be taken to avoid matching students who share an advisor to encourage connection of students across doctoral seminars and research interests.

Section 4. If there are more mentors who volunteer than mentees, all volunteers will be alerted of the situation via email. Volunteers will have the opportunity to withdraw their name or express their strong desire to participate as a mentor. If there are still more mentors than mentees, preference will be given to students farther along in the program who have less time to get assigned future mentees. If this does not resolve the problem, names will be drawn by the faculty advisor.

Section 5. If there are more mentees than volunteer mentors, mentors will be alerted of the situation via email. Mentors will have the opportunity to volunteer to have a second mentee. If no mentors volunteer for a second mentee or if there are still more mentees than mentors, the President will discuss the issue with the faculty advisor to devise a plan for each mentee to be assigned a mentor.

ARTICLE IX ADVISOR(S)

Section 1. This organization shall have one Primary Advisor, which must be a regular Academic/Administrative or Managerial/Professional faculty/staff member of the University of Nebraska-Lincoln, and may have any number of Secondary Advisors, which may be regular Academic/Administrative, Managerial/Professional, or Office/Service staff members or Graduate Assistants of the University of Nebraska-Lincoln.

Section 2. The Primary Advisor will be selected from the Counseling Psychology faculty members on a volunteer basis. The Primary Advisor has an unlimited term.

ARTICLE X FINANCES

Section 1. RSO shall operate according to the rules and guidelines of a non-profit entity. No part of the organization's net earnings will inure to the benefit of individuals. The RSO must establish that it will not

be organized or operated for the benefit of private interests, such as the creator or the creator's family, shareholders of the organization, other designated individuals, or persons controlled directly or indirectly by such private interests. The RSO shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in this document. The organization will not, as a substantial part of its activities, attempt to influence legislation (unless it elects to come under the provisions allowing certain lobbying expenditures) or participate to any extent in a political campaign for or against any candidate for public office. Notwithstanding any other provision of this constitution the RSO shall not carry on any other activities not permitted to be carried on by an organization exempt Federal Income Tax under Section 501 of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue laws). Organizational monies will be handled by Student Organizational Financial Services, regardless of source.

Section 2. Money fundraised by CPSO must be used for events that benefit the majority of students in the Counseling Psychology program and must not be used for mandatory program events.

Section 3. The majority of CPSO board members must approve all expenses.

ARTICLE XI AMENDMENTS

Section 1. Proposed amendments to these bylaws shall be presented to the membership during official meetings or via email.

Section 2. Bylaw amendments require approval by majority vote of all members who choose to participate in the vote. The amendment shall be effective immediately unless otherwise stipulated in the amendment or by majority vote of the board.

Section 3. All amendments must be approved by ASUN.

ARTICLE XII PROCESS FOR DISSOLUTION

Section 1. Upon the dissolution of the RSO the officers and advisors shall after paying or making provisions for the payment of all liabilities of the RSO, dispose of all the assets of RSO exclusively for charitable, educational, religious, or scientific purpose as shall at the time qualify as an exempt organization. Under section 501C of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law), as the officers and advisors shall determine. Any such assets not disposed of shall be disposed of by the Office of Vice Chancellor of Student Affairs, exclusively for such purposes to such organization(s), as determined by the Office of Vice Chancellor of Student Affairs.

ARTICLE XIII EFFECTIVE DATE

Section 1. This constitution shall go into effect May 1, 2018.