

Psychology Club Constitution
Fall 2025- Spring 2026

ARTICLE 1 ORGANIZATION

A. Name:

Psychology Club

B. Purpose

The purpose of the Psychology Club is to conduct an educational as well as a safe place for any and all students interested in psychology, research, mental health, higher education, or just those who want to socialize.

C. Dues:

No dues.

D. Time, place and frequency of meetings

Every 2 weeks, on Wednesdays at 6:30 pm on Zoom. All meetings held off campus must abide by college rules. The last meeting of the semester will be held one week preceding the final examination schedule.

ARTICLE 2 MEMBERSHIP

A. Eligibility

All club membership must be open to all regularly enrolled students who are members of the Associated Student Union at LAVC.

B. Special requirements for Membership

No special requirements.

ARTICLE 3 OFFICERS AND ELECTIONS

A. Titles and duties of officers

-President:

- Runs all club operations and activities
- Leads club meetings using proper rules
- Acts as main contact for the Office of Student Life
- Makes sure the club meets all requirements
- Works with the advisor on events and risk management
- Recruiting members and make sure there is regular communication with members

-Vice President:

- Running club meetings when the club president is absent

- Assume the responsibility and title of the club president when the club president is permanently absent
- Be the liaison between the club members and the club advisor
- Assisting the club president in organizing events
- Recruiting members and make sure there is regular communication with members
- Represent the club at ASU events
- Can step in as the alternative ICC representative when they can't make it to the ICC meeting

-Treasurer:

- Be responsible and look over all expenses of the club (for example updating how much money the has made after each fundraiser, and be updated with the total money in the club account)
- Provide guidance for the officers and members when it relates to finance
- Be the liaison between club members and club advisor related to financial matters
- Assist the club president with financial matters when organizing a new event
- Recruiting members and make sure there is regular communication with members
- Represent the club at ASU events
- Can step in as the alternative ICC representative when they can't make it to the ICC meeting

-Secretary:

- Be responsible for taking accurate notes of the club meetings, especially when planning for an event
- Keep track of attendance and participation of club members
- Assisting the club president with organizing events
- Recruiting members and make sure there is regular communication with members
- Represent the club at ASU events
- Can step in as the alternative ICC representative when they can't make it to the ICC meeting

-Social Media Manager:

- Be responsible in running and updating information on social media (Instagram and Facebook)
- Creating flyers for events and announcements
- Recruiting members and make sure there is regular communication with members
- Represent the club at ASU events
- Can step in as the alternative ICC representative when they can't make it to the ICC meeting

-ICC Representative:

- Attend the first ICC meeting: October 16 ICC meeting from 1 pm to 3 pm.
- Be responsible for taking accurate notes of the ICC meetings and REPORT back to the club president
- Attending the ICC meetings on Thursdays from 1 to 3 pm (two absences at the ICC meeting can result in suspension of the club)
- Be the liaison between the club and ASU Vice President

-ICC Alternative:

- Assume the responsibilities of the ICC representative when they are not available or absent.

B. Elections of officers - Details:

All officers should be elected preceding the last two weeks of the educational school year.

C. Special Elections.

Upon an emergency, a special election may be held at the regular meeting of the club after notice at the immediately preceding regular meeting. The process of election will be the same as for the regular election in terms of voting and eligibility requirements.

D. Term of Office

Officers shall be elected for one educational school year. No student should hold the same office twice.

E. Special Requirements as to Scholastic Standing or Other Rules.

- All officers must be regularly enrolled students, have a "C" average at the time of election and maintain a "C" average during their term of office.
- All members of service clubs must be in good standing and maintain a "C" average.

F. Replacement Due to Ineligibility.

- An emergency election will be held

G. Definition of Quorum in Regard to Council.

- Quorum should be at least a majority of members who attend.
- No group may set up a rule whereby the elected officers make all the decisions for the group.

H. Appointment of Committees.

Standing committees should be appointed for regular services and given recognition by membership on the council. Work should be delegated to as many as possible.

ARTICLE 4 CLUB RULES

A. Club rules as set up by the Los Angeles Community College Board of Trustees will be reviewed by the president and advisor with the membership at a meeting of each club early in each semester.

B. B. A club may be discontinued by lack of interest or disciplinary measures on the recommendation of the ASU Senate, with the approval of the Vice President of Student Affairs.

ARTICLE 5 AMENDMENTS TO THE CONSTITUTION

A. Method of Origination

Any member should have the right to propose an amendment.

B. Requirements for Adoption.

No constitution should be adopted by less than a majority of the voting membership.

ARTICLE 6 PARLIAMENTARY PROCEDURE

A. Parliamentary procedure will be in accordance with this Constitution. All procedures not approved for by this Constitution, shall be governed by "Robert's Rules of Order, Newly Revised Edition."