**Pagan Student Association Constitution**

**2014-2015**

**Article I- Organization Name**

 The organization’s name will be the Pagan Student Association at Florida State University.

**Article II- Purpose**

 The mission of the Pagan Student Association is to promote an educated and understanding environment for local Pagan students. Events held by the PSA will serve as a safe space for students to explore their personal spirituality and/or their interests in paganism. The PSA will serve as a liaison between the student pagan community and the larger pagan community at local, state, and national levels. The PSA will also make an effort to collaborate with other student groups to further its mission, including but not limited to the Pride Student Union, Center for Participant Education, Buddhist Student Association, Religion Club, etc.

**Article III- Membership**

**Section 1: Membership Statement**

Students of Florida State University, Tallahassee Community College, and Florida A&M University are eligible for membership. Eligible students must be present at two meetings before they may be confirmed as a voting member of the Pagan Student Association. Other community members are welcome as participants but are unable to become members of the Pagan Student Associations. No hazing or discrimination will be used as a condition of membership in this organization. This organization agrees to adhere to the University non-discrimination statement: No university student may be denied membership on the basis of race, creed, color, sex, religion, national origin, age, disability, veterans’ or marital status, sexual orientation, gender identity, gender expression, or any other protected group status.

**Section 2: Recruitment:**

Recruitment will take place throughout the year and membership is open at all times.

**Section 3: Revocation of Membership**

Individual membership will be revoked if any member violates the Pagan Student Association Constitution. If an individual’s membership is revoked for any reason, the member has the right to appeal the decision in writing within seven calendar days of the revocation of membership. Membership may be revoked without mutual agreement for non-participation, misconduct, or violations of any provisions of the Constitution. The member will be notified in writing of the possible revocation at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Membership can only be revoked upon a 2/3 majority vote of eligible members. Revocation of membership will be valid for three (3) semesters.

**Section 4: Appeal Process**

Members may appeal a revocation of membership within seven calendar days of the revocation by writing a letter requesting a formal trial to take place so that they may have the chance to adequately defend themselves. The other members will review the letter and, if 2/3 members vote it necessary, hold a trial for the person in question. The trial will take place within 7 calendar days of the review of the letter. At the end of the trial, members will revote for revocation of the person in question, and if 2/3 members agree, membership will be revoked.

**Article IV- Officers**

**Section 1: Eligibility**

Only Pagan Student Association members, part-time students of Florida State University that have at least a 2.3 grade point average are eligible to hold office. Officers will be decided from a simple majority vote with elections taking place each Fall semester.

**Section 2: Titles and Duties**

Officers shall consist of the Director, Associate Director, Member Affairs Chair, Finance Chair, Social Media and Public Relations Chair, Outreach Chair, and Events Chair. No officer shall hold more than one position. All officers retain voting rights and, in the case of a tie, only the Director shall vote.

The officer duties consist of:

Director(s):

 • Supervise the activities of the organization

 • Preside over all meetings and call all meetings to order

 • Be one of three signers on financial documents

 • Coordinate all conferences

 • Ensure all officers are performing their duties as defined in this Constitution

 • Assign special projects to officers

 • Communicate with and promote harmonious relations with the local Pagan community

 • Cast the deciding vote in the event of a voting deadlock

 Associate Director:

 • Assist the Director in his/her duties

 • Assumes the Director responsibilities in his/her absence

 • Keep accurate records of all meetings in the Secretary’s absence

 • Perform an audit of all financial transactions of the organization twice a year

 • Assist in special projects as assigned by the Director

Finance Chair:

 • Be one of two signers on financial documents

 • Be responsible for collecting dues and notifying members who are delinquent

 • Be responsible for creating budget reports at the beginning of each Fall and Spring semester and as requested by the Director, Associate Director, and/or FSU faculty/staff advisor

 • Provide financial records sufficient to allow the Associate Director to perform audit

 • Assist in special projects as assigned by the Director

 • Keep an accurate account of all funds received and expended

 Member Affairs Chair:

 • Notify members of meetings at least 48 hours in advance

 • Keep accurate records of all meetings, including detailed agenda/minutes and attendance records

 • Maintain accurate list of members and their contact information

 • Prepare ballots for elections

 • Keep copy of constitution and have available for members

 • Assist in special projects as assigned by the Director

 Social Media and Public Relations Chair:

 • Promote local pagan community events through PSA outlets

 • Oversee PSA advertisements, such as flyers, chalking, and pamphlet distribution

 • Oversee PSA public relations, such as through FSView, Yeti, Tallahassee Democrat, local publications, etc.

 • Oversee photo or video record of events, for the purpose of PSA promotion

 • Oversee Facebook and website maintenance

 • Take part in and organize events, such as Market Wednesday

 Outreach Chair:

 • Attend or delegate attendance of local pagan community and partner RSO planning meetings to represent PSA and coordinate PSA participation in events and workshops

 • Assist Social Media and Public Relations Chair in promotion local pagan community and partner RSO events

 • Make announcements and coordinate involvement at meetings to ensure PSA is informed of and participating in local pagan community and partner RSO events

 • Maintain local pagan community and partner RSO information on PSA website

 • Maintain event calendar with Events Chair

 Events Chair:

 • Coordinate PSA event planning meetings and delegate event-related tasks

 • Assist Social Media and Public Relations Chair in promotion of PSA events

 • Make announcements and coordinate involvement at meetings to ensure PSA is informed of and participating in PSA events

 • Assist Member Affairs Chair with meeting agendas/minutes and e-mails

 • Maintain PSA event calendar with Outreach Chair

 • Assist Outreach Chair in collaborative events with local pagan community and partner RSOs

 • Assist Finance Chair in acquiring funding for SGA-sponsored events

 • Keep track of attendance at events in the event Member Affairs Chair cannot

**Article V- Selection of Officers:**

Officers may be nominated from those members who have shown a marked commitment to the Pagan Student Association by attending two consecutive meetings. Elections will take place each Spring semester. Officers will be decided by a simple majority vote of the Pagan Student Association members. The elected Officers will serve until the following Spring semester. Officers must be enrolled as full time students at FSU and have at least a cumulative 2.3 GPA.

**Article VI- Officer Vacancies**

**Section 1: Officer Revocation**

An individual Officer will be removed from their position upon any violation of the Pagan Student Association Constitution or if they fail to complete their duties outlined in the constitution. If an officer violates the constitution or fails to complete their duties, a trial will be held to outline the grievances against the officer as well as give him/her a chance to defend him/herself. At the end of the trial, the officer’s removal will be determined by 2/3 majority vote of all members

**Section 2: Officer Resignation**

An officer may resign from his/her position by submitting a letter of resignation to the other officers at least two weeks in advance. If an Officer resigns from their position, an emergency election determined by simple majority will be employed to fill the vacancy within two weeks. The resigning officer will be required to submit all documents relating to the Pagan Student Association to the Director the day he/she submits the letter of resignation.

**Section 3: Filling Vacancies**

Vacancies may be filled by any eligible member of the Pagan Student Association, elected by simple majority vote.

**Article VII: Advisor**

**Section 1: Qualifications and Role**

The Pagan Student Association’s advisor shall be faculty or full-time staff nominated and appointed by a majority vote by the officers on the basis of involvement or interest in the Pagan community. Advisors shall be removed by a unanimous vote of the officers. The advisor shall serve as a mentor providing guidance to the members as needed. The advisor has no voting rights.

**Article VIII: Finances**

Dues are $10.00 a semester. They are to be collected by the end of the first month of each semester. No university student may be denied membership due to inability to pay dues. If a member is not able to pay dues, other arrangements will be made.

**Article IX: Publications**

The Pagan Student Association will follow the University Regulation for Posting, Promotions, Chalking, Advertising and Active Distribution of Materials on FSU Campuses as described by Florida State University policies in [posting.fsu.edu](http://posting.fsu.edu/). All Publications will be approved by the Director prior to distribution.

**Article X: Amendments**

The PSA Constitution may be amended by two-thirds vote of a quorum of PSA members.

**History of Constitution:**

Created: 9/21/2009

Most Recent Update: 09/30/2014