

Graduate Associate of School Psychology

(GrASP)

BYLAWS

Nova Southeastern University

College of Psychology

Faculty Advisor: Iryna Kasi, Ph.D.

Article Introduction

Mission Statement

The proposed organization seeks to support graduate students in psychology who are committed to the educational and mental health needs of children and youth. Corresponding to these interests include:

1. Research involving the education of children and adolescents.
2. Advocacy and awareness for issues involving children and adolescents.
3. Enhanced training in assessment of children and adolescents.
4. Interdisciplinary collaboration of students and professionals to promote the health of children and adolescents.
5. A forum for mentorship activities with fellow students and professionals from a variety of disciplines.

Purpose

To educate, motivate, and provide opportunities to graduate psychology students to advance their understanding of the educational process and mental health needs of children and adolescents through research, advocacy, assessment, collaboration, and mentorship. These articles will remain consistent with the graduate psychology department's Policies and Procedures Handbook at Nova Southeastern University.

Limitations

This association shall remain non-partisan in its form and function. GrASP may take a stance on public policy or legislative issues that affect education, physical, and mental well-being of children, school psychology, or psychology.

ARTICLE II. Objectives and Implementation of Objectives

SECTION 1.

A. Provide graduate students in psychology with opportunities for involvement in research focusing on children and adolescents in the field of education and psychology.

1. Disseminate information to students regarding research projects consistent with this goal at the College of Psychology (CoP).
2. Provide students across all graduate programs opportunities to become actively involved in research.
3. Encourage students to develop ideas for research and provide support to carry out their proposals.

B. Increase student opportunities for involvement in legislative efforts and advocacy for children and adolescents at the local, state, and national level.

1. Educate students on the importance of legislative involvement at the local, state, and national level.
2. Equip students with the tools to be effective in speaking with state and national legislators and representatives from the department of education regarding the issues affecting children and youth.
3. Motivate students to become involved in projects involving the advocacy of the children and adolescents they will serve.
4. Motivate students to become involved with service activities.

C. Educate and train students in the assessment of children and adolescents.

1. Provide students with opportunities for enhanced training in psychological assessment.

D. Create interdisciplinary opportunities for students and professionals from various disciplines to promote the educational and psychological health of children and adolescents.

1. Provide opportunities to collaborate with students and faculty across the university.
2. Demonstrate the value of interdisciplinary collaboration for the psychological and educational well-being of children and adolescents.

E. Provide opportunities for mentorship by fellow graduate students, alumni, and practitioners to enhance professional development.

1. Provide professionals an opportunity to speak to students about their knowledge and experiences in working with children and adolescents.
2. Provide students an opportunity to ask questions and receive advice from fellow students, alumni, and practitioners within the university and the community.
3. Motivate students to network within cohorts, between cohorts, throughout the university, and at a state and national level.

SECTION 2. Funding

Monies acquired through fundraising events and CoP-SGA appropriated funds will fund this association.

ARTICLE III. IMPLEMENTATION OF OBJECTIVES

SECTION 1.

A. Provide graduate students with opportunities for involvement in research focusing on children and adolescents.

1. Hold regular meetings with students and provide information pertaining to current and ongoing research projects in the center and within the university. This information will be provided through the GrASP newsletter as well.
2. Allow students to share their research interests and provide opportunities for interdisciplinary collaboration.
3. Encourage students to pursue research interests and support for their implementation.

B. Increase student opportunities to become involved in legislative advocacy for children and adolescents. Provide opportunities for graduate students to become involved in community service projects at the local, state, and national level.

1. Disseminate information regarding advocacy and current legislative and public policy issues at meetings and through GrASP newsletter.
2. Work in conjunction with local, state, and national fundraising efforts.

C. Educate and train students in the assessment of children and adolescents.

1. Hold regular meetings to educate students on test instruments relevant to understanding the educational and mental needs of children and adolescents.

D. Create interdisciplinary collaboration of students, faculty, and professionals in the community to promote the educational and mental health needs of children and adolescents.

1. Invite students, faculty, and community professionals to speak at monthly meetings and/or be interviewed for the GrASP newsletter.
2. Organize presentations and brown bag meetings with guest speakers.

E. Provide students with mentorship opportunities with students, alumni, faculty, and practitioners.

1. Hold a minimum of 1 quarterly mentoring events in which students, alumni, faculty, and practitioners share their experiences with current students.

ARTICLE IV. GrASP MEMBERSHIP

Membership forms for GrASP will be made available to the entire CoP student body. The forms must be returned to GrASP to be added to the list-serv and to be apprised of meetings and events.

ARTICLE V. GrASP EXECUTIVE BOARD

SECTION 1. Selection of Board Members

The executive board will be formed through an informal process in which members interested in leadership roles meet to discuss their specific interests. Selection for positions will be made amongst interested parties based on interest and experience, allowing for leadership roles for all students. For the inaugural year, the Chair and Co-Chair positions will work collaboratively and share responsibilities as outlined below. In each subsequent year, the Chair and Vice-Chair will be selected independently and will assume responsibilities as outlined. A maximum of two

students may share an Executive Board position except Chair, Vice Chair, and Chair-Elect. In the event that more than two students show interest in a position, interested parties must submit a short essay demonstrating commitment to the GrASP mission, qualifications for the position, and a description of their leadership skills. The Chair will collect and de-identify submitted essays, and disseminate to Election Board. Election Board members will vote on the essays to nominate the top two candidates who will then share the position. In the event that more than two students show interest in Chair, Vice Chair, and Chair-Elect positions, interested parties will partake in the election process as outlined above and the Election Board will vote to assign one candidate to the position.

One position may be held per academic year per student. Students may hold a position for no more than two consecutive academic terms.

The elected officers of SGA shall be the Chair, Chair-Elect, Vice Chair, Technology Chair, Social and Professional Development Chair, Alumni Relations and Mentorship Chair, Fundraising and Philanthropic Chair, and Public Policy Chair. The appointed officer shall be the First Year Representative, who will be appointed by the elected officers within the first 2-months of the Fall semester. These elected officials, along with the appointed officer, together shall form the Executive Board of GrASP.

SECTION II. Selection of Faculty Supervisor

The executive board will select a faculty advisor at the time of the creation of the board. The board will nominate three qualified individuals for the position. If more than one nominee is interested, the board will vote to retain one as Faculty advisor. The advisor must be a faculty member within the College of Psychology. The selection will be based upon the faculty member's expertise in research, service, advocacy, and assessment of children and adolescents in the school setting. The advisor will be informed of all ongoing projects of the association during scheduled meetings.

SECTION III. Executive Board Meetings

Executive board meetings will be held at a mutually agreed upon time decided at the start of each semester. Meetings will be scheduled monthly for board members and the faculty advisor, and monthly for executive board and current members. All board members are expected to attend both meetings unless granted permission otherwise. In the event of a board member's absence, he or she becomes responsible for disseminating chaired project updates to all board members. A simple majority (51%) of officers constitutes a quorum to transact business. A simple majority (51%) vote is needed to decide on an issue.

SECTION IV. GrASP Executive Board Roles

Faculty Advisor: Iryna Kasi, Ph.D.

Elected Positions

Chair (President):

- Organize monthly meetings with a faculty advisor.
- Organize monthly meetings with executive board (E-board) members.
- Oversee projects and events carried out by chaired positions.
- Create and maintain a calendar of meetings and events.
- Submit monthly organization activity forms to the Student Government Association (SGA)
- Form committees of the E-Board as needed.
- Coordinate all E-Board positions at the beginning of each new academic year and in the event of position vacancies or removals.
- Communicate and collaborate with the College of Psychology's SGA and other organizations within the university as necessary.
- Vote in E-board meetings only to break a tie.

Chair-Elect:

- Must be a 1st or 2nd year Doctoral or Specialist student.
- Will work closely with the current Chair in all of its responsibilities.
- Assume the duties of the chair in his/her absence and shall become chair in the event of a vacancy.
- Will assume the Chair position at the end of the current Chair's term in approximately 1 year.
- Will create a monthly newsletter to disseminate to the student body.
- Contact chaired positions regarding any updates that may be added to the monthly newsletter.
- Inform GrASP members of meeting dates and times.
- Record minutes during meetings and email them to GrASP members.
- Keep accurate contact information for all members.
- Shall attend and be a voting member of all E-Board meetings.

Treasurer:

- Complete NSU Treasurer and Logistics training
- Endorse all approved GrASP expenditures.
- Maintain records of all GrASP expenditures.
- Shall attend and be a voting member of all Executive Board meetings.

Public Relations:

- Maintain active on GrASP social media pages.
- Collaborate with NSU information technology personnel to maintain a GrASP section of the CoP website that will include up-to-date links to information regarding the services, learning opportunities, and organizations devoted to this purpose.
- Create flyers and promote GrASP events.
- Communicate with SGA regarding social and philanthropy events by emailing flyers.
- Creates and disseminates GrASP Gazette
- Shall attend and be a voting member of all Executive Board meetings.

Social and Professional Development Chair:

- Organize professional developmental events.
- Organize socials and networking events.
 - Mandatory events:
 - Back-to-school social
 - Internship send-off
- Promote and coordinate School Psychology Awareness Week.
- Collaborate with Public Relations about communicating events to SGA.
- Shall attend and be a voting member of all Executive Board meetings.

Alumni Relations and Mentorship Chair:

- Maintain records of all mentorship information
- Facilitate the pairing of students with peer mentors.
- Organize quarterly mentorship events.
- Communicate with peer mentors and provide check-ins.
- Shall attend and be a voting member of all E-Board meetings.

Fundraising and Philanthropic Chair:

- Coordinate events and projects to raise money for GrASP
- Coordinate events and projects to raise money and support charities and other associations.
- Responsible for the collection, accounting of all GrASP funds
- Shall attend be a voting member of all Executive Board meetings.

Public Policy Chair:

- Gather information to create informational/advocacy materials.
- Collaborate with NASP/FASP student representatives to communicate monthly updates to the School Psych Department.
- Assist in researching scholarship resources.
- Provide support to Best Practices in Internship training.
- Relay pertinent information from the state and national organizations to the GrASP E-Board as well as to all interested graduate psychology students via the GrASP newsletter.
- Shall attend and be a voting member of all E-Board meetings.

Wellness Chair:

- Facilitating support and collaborating with the SGA Wellness team.
- Implement wellness strategies across the student body to ensure the maintenance of a healthy student and faculty body.
- Organize and facilitate wellness-related events that apply to the School Psychology student and Faculty body.
- Shall attend and be a voting member of all Executive Board meetings.

Social Justice Chair:

- Assist with a yearly climate survey and bi-yearly program assessments.
- Work alongside and collaborate closely with the Diversity Committee.
- Assist in creating and facilitating 3 actionable goals (i.e., webinars, training, professional developments, conversations/panels, etc.) for each semester.
- Shall attend and be a voting member of all E-Board meetings.

First Year Representative:

- Shall maintain communication between the First Year School Psychology students and GrASP.
- Advertise around campus for GrASP meetings and events
- Ensure appropriate protocol is followed, and permission is sought for advertising.
- Shall attend and be a voting member of all Executive Board meetings
- Shall perform other duties as may be prescribed by the Chair

ARTICLE VI. ELECTIONS, RESIGNATIONS, REMOVALS, AND VACANCIES

SECTION 1. Elections

An Election Board consisting of all voting Executive Board members, with the exception of members nominated for re-election, will conduct necessary elections and enforce the election regulations and procedures. When two or more candidates receive the same number of votes, the Chair will have the final vote. If an Executive position receives no nominations during the nominating period, the newly elected Chair, or (in the absence of a newly elected Chair) the

newly elected Vice Chair, shall appoint students to these positions after taking office.

SECTION 2. Resignations

An officer may resign from the Executive Board by delivering a written resignation to the Chair, or if the resigning officer is the Chair, then the Chair shall submit the resignation to the Vice Chair. That office is thereupon deemed vacant and the selection of board member process, as outlined above, will take place.

SECTION 3. Removal

An officer may be removed from office before his or her term would have otherwise expired by a 2/3 majority of votes cast at an executive meeting. At least one of the following conditions must be met before said removal can take place:

1. Appropriate grounds leading to the termination of that office due to not fulfilling the duties of his or her respective position, as outline in the bylaws, and that office becomes vacant upon said removal; or
2. Appropriate grounds leading to the termination of that office due to a blatant disregard of one or more of the provisions of the Bylaws, or of a blatant disregard for said office characterized by a lack of “good Faith” effort to carry out the necessary and appropriate duties and responsibilities of said office, will cite that officer for removal, and that office becomes vacant upon said removal.
3. The position of an officer who ceases to be in good standing will automatically become vacant.

SECTION 4. Vacancies

If an officer’s position becomes vacant, the vacancy will be filled within one month of said vacancy by appointment of the Executive Board with the final approval granted by the Chair.

ARTICLE VII. AMENDMENTS AND REVISIONS

SECTION 1. Purpose

Amendments to these Bylaws may be necessary in order to maintain consistent and impartial service to the students of the College of Psychology at Nova Southeastern University, and to address issues or needs pertinent to the educational and mental health needs of children and adolescents.

SECTION 2. Process

- A. Proposed amendments to these Bylaws may be initiated by any student and presented to the Chair.
- B. To be placed on a ballot for referendum, proposed amendments to the Bylaws must receive one of the following:
 - 1. A two-thirds majority roll-call vote from the GrASP Executive Board, or
 - 2. A signed petition of 15% of enrolled GrASP members
- C. An amendment shall be considered passed by referendum if a simple majority of members vote in the affirmative

SECTION 3. Revisions

Revisions to these Bylaws must be made by Chair and approved two-thirds majority vote by the executive board.

SECTION 4. Ratification

If approved by the referendum, the amendment shall be incorporated into these Bylaws.