

Constitution of the Undergraduate Political Science Association

Last updated May 2003

ARTICLE I – Name

- A. Our name shall be the Undergraduate Political Science Association (UPSA).

ARTICLE II – Purpose

- A. We, undergraduates interested in political science, are committed to an activist approach to undergraduate political science education; establish the Undergraduate Political Science Association (UPSA) as a vehicle for articulating concerns, for facilitating a broad, multidimensional undergraduate political science education, for encouraging faculty-student contact and for advancing the interests of political science students.

ARTICLE III – Membership

- A. Only currently registered students, faculty and staff may be active members in a student organization. Only active members may vote or hold office.**
- B. Membership is open to any UC Berkeley student who has an interest in political science and who has duly paid and properly registered with UPSA.
- C. In order to be eligible to run for office, participate in any votes for election, removal from office, occupation of office or constitutional amendment, a member must be paid and registered prior to that meeting.
- D. Membership dues will be \$10 per semester or \$15 per academic year.
- E. We will not haze according to California State Law; we will not restrict membership based upon race, color, national origin, religion, sex, physical and mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship or status as a covered veteran (special disabled veteran, Vietnam-era veteran or any other veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized).**

ARTICLE IV – Officers

- A. The Executive Committee consists of six elected officers and four committee chairpersons. Officers are elected by the UPSA members, and committee chairpersons are then appointed by the officers.
- B. Officers and chairs will remain in office for a term of one semester.

- C. Four of the six officers are required to register as signatories through the Office of Student Life.
- D. The elected positions shall be President, Vice President, Treasurer, Executive Secretary, Webmaster, and Historian.
- E. There will be four committees, each headed by a committee chairperson. The committees will be Academic, Issues, Publicity, and Social.
- F. Duties of the Executive Officers and Committee Chairs: (see Amendment I).

ARTICLE V – Meetings

- A. General meetings are to be held at reasonable times and locations, currently the 1st Wednesday of every month at 6:00 pm.
- B. Officer meetings are to be held at reasonable times and locations, currently the 2nd and 4th Wednesday of every month at 6:00 pm.

ARTICLE VI – Events & Outreach

- A. UPSA will hold at least six events and at least four general meetings per semester.
- B. Each event is to be primarily organized and controlled by a team consisting of one officer matched with the relevant committee for that event. The officers will delegate this duty prior to the start of the semester.
- C. Tabling is mandatory for all officers and chairpersons for at least one hour per week during the first 5 weeks of the semester. Thereafter, tabling is desired but not required.

ARTICLE VII – Elections/Appointments

- A. Officers will be elected by secret ballot at the last general meeting of every semester. Only previously paid and registered members are eligible to run for office or vote. No proxy or absentee voting is allowed.
- B. The President shall be in charge of the election process, including maintaining the integrity and secrecy of the process, counting votes that are cast, and overseeing strict confidentiality of the votes that are cast for any given position.
- C. Each candidate will be allowed up to a 3-minute optional presentation.
- D. In the event of a tie between two or more candidates, a runoff election will be held between the two who received the most votes. An additional one-minute presentation will be allowed for each candidate.
- E. In the event that no one is selected to a given position at an election meeting, the President-elect shall be responsible for appointing someone to the position.

- F. Candidates applying to be committee chairpersons must turn in applications by the end of the last general meeting when the election is held. The officers-elect must conduct interviews prior to the end of the semester, choosing to appoint one chairperson per committee.
- G. Removal from Office
 - 1. Elected officers and committee chairs may be impeached and removed from office for failure to perform their constitutional duties or for failure to abide by UPSA bylaws.
 - 2. Impeachment Procedures
 - a. Any UPSA member may initiate impeachment by obtaining the signatures of one-third of the membership who are eligible to vote or four Executive Committee members.
 - b. At least 72 hours prior to the next general meeting, the member initiating impeachment shall submit the signatures of the President (or Vice-President if the President is being impeached). The President shall place the impeachment on the agenda for the next general meeting as the first order of business.
 - c. The President (or Vice-President if the President is being charged) shall lead the discussion of the charges with the defendant having ample time to speak. A vote will be taken requiring two-thirds of the duly paid and registered members in attendance to remove from office.
- H. In the event of a vacancy in an elected position, the Executive Officers shall accept applications and select a replacement by a majority vote of the Executive Committee.

ARTICLE VIII – Constitutional Amendments

- A. Amendments to this constitution may be proposed by any UPSA member at a general meeting. Once proposed, the amendment shall be placed before the membership for a discussion and vote. Amendments shall be adopted with approval of a two-thirds vote of the members who are present, eligible and voting.
- B. All amendments, additions or deletions must be filed with the Office of Student Life, 102 Sproul Hall and with ASUC Student Affairs Office, 400 Eschleman Hall within one week of adoption.**

ARTICLE IX – Precedence

- A. If any bylaw, standing rule, or any other decision of the UPSA should conflict with any part or parts of this constitution, this constitution shall have precedence in all cases, and any such bylaw, rule, or decision shall be null and void.

ARTICLE X – Dissolution

- A. In the event of UPSA dissolution, all unspent funds shall remain the property of ASUC. All other funds shall go to a non-profit organization chosen by the Executive Committee and with prior approval of the ASUC Senate Finance Committee.

AMENDMENTS

- I. Officers' Duties and Responsibilities (attached)