

CONSTITUTION

The Pennsylvania Educational Equity Project

Article I- Name and Purpose

1. The name of this organization shall be the Pennsylvania Educational Equity Project (PEEP). This organization first met in July of 2012 at the University Park campus, Penn State University.
2. The purpose of PEEP To conduct research and produce scholarship aimed at influencing policy makers, educators, and citizens on issues related to educational equity in Pennsylvania schools. The intention of the association is to provide a forum for support, discussion, scholarship, and research skill development relating to all levels of education in Pennsylvania.

ARTICLE II- Membership

1. PEEP is a Graduate Student organization with the majority (50% +1) of the active members are graduate students. Only currently registered full and part-time students are eligible for active membership. There must be at least 10 active students members at all times. Only active members are allowed to vote, preside, officiate, or solicit funding on the organization's (PEEP) behalf.
2. PEEP shall not discriminate on the basis of race, national origin, religion, gender, sexual orientation, physical handicap, or creed for membership in the organization.
3. New Membership-Any and all new members will be given disclosure during recruitment of new members of the following information: new membership manual, schedule of new member events and activities, a list of responsibilities of members, and a copy of the University's Hazing policy as prescribed by Policies and Rules of Student Organizations.
4. Right to Non-Participation-All members including but not limited to new members and recruits, reserve the right to refrain from participating in any activities without consequence, based upon personal/religious beliefs, personal values or moral reserve defined by the member.
5. Compliance and Law-Any and all interactions/activity between members and or new members will be limited to guidelines stated by university policy, as well as local, state and federal laws.
6. Removal of Members Policy: Expulsion from PEEP shall be considered by the PEEP board of officers only in egregious cases of moral turpitude which significantly affect the functions and reputation of PEEP. Members shall not be expelled except that a super majority (75%) of a quorum of active members vote for expulsion of a member. The member in question shall be granted due process and allowed opportunity to defend himself or herself before a vote is taken. Membership is not restricted to students because of that student's intrinsic personal characteristics.
7. Mediation Procedures:
 - a) In the case of violations of constitutional policies and/or a conflict between members within the organization, the highest ranking officer that is not involved in the conflict, with assistance from the advisor if applicable, will facilitate an informal mediation procedure.

- b) The mediator shall:
1. arrange for a mediation meeting outside of the regular organizational business meeting
 2. explain their role as the impartial party and the objectives of the mediation
 3. set ground rules
 4. allow each party to express their views by allowing the conversation to go where the parties wish it to go
 5. collect any available resources that might assist in the resolution (financial documents, emails, photos, etc.)
 6. as a third party, do not suggest resolutions but rather leave the responsibility for the resolution with the parties involved.
 7. lastly, facilitate goal setting to reach a win-win resolution.
8. Membership in PEEP is open to all students interested in educational equity in Pennsylvania. No students enrolled at Pennsylvania State University are restricted from membership and participation. Active members, deemed in good standing with the organization, shall be entitled to one vote and are eligible to serve as officers in the organization.
9. Associate membership shall be open to those individuals who are faculty or staff or alumni of PEEP at Penn State. Students who are Humphrey Fellows may also be associate members. Associate members are not entitled to hold office nor do they possess voting privileges. Faculty/Staff membership shall be open to any member of the faculty or professional staff of the Pennsylvania State University upon payment of dues.

ARTICLE III OFFICERS

1. Only full-time officially registered active student members shall be eligible to serve as appointed or elected officers in PEEP.
2. The officers of the organization shall be President, a Vice President, a Secretary and a Treasurer. Each officer shall be active members of PEEP in good standing and must be officially recognized students of Penn State.
3. Other members of the PEEP Executive board may be appointed by elected/nominated officers. These offices may include but are not limited to Communications, Brown Bag Coordinator, and Webmaster.
 - a. The President shall be chief executive officer of the organization and shall preside over all general meetings of PEEP. The president shall appoint the chairman of standing and ad-hoc committees, and shall hold ex-officio membership in all committees.
 - b. The Vice-President shall act in the place of the President at all meetings of the organization in which the president is unable to attend and shall serve on the Executive Committee. The Vice-President shall also serve as an ex-officio member of all standing committees.
 - c. The Secretary shall keep the records of the current activities of the organization, shall issue notices of all meetings, shall be responsible for the

correspondence of the organization, and shall be responsible for maintaining the membership roll of the organization subject to the decision of the membership.

- d. The Treasurer shall keep financial records and manage the budget. The treasurer shall also be responsible for preparing and submitting requests for funding. The Treasurer is responsible for managing the Associated Students Activities account and associated paperwork.
4. The Executive Committee shall be made up of the elected positions and the appointed positions.
5. Vacancies among the officers occurring between regular elections, except for a vacancy in the Presidency, shall be filled by nomination and election of the remaining voting members. If the Presidency becomes vacant, the Vice President shall become President and serve out the remainder of the term of office of the president whom he or she replaces.

Article IV MEETINGS

1. PEEP will have a minimum of one regular business meeting per month during the Fall and Spring semesters. Additional meeting may be held at the discretion of the President.
2. The Secretary shall notify members of the time and place of scheduled meetings. The Secretary shall provide each member with a copy of the meeting agenda prior to such meetings as well as minutes within one week of the meeting.

Article V VOTING

1. A quorum shall be defined as twenty-five percent of the minimum number of student members. For votes on amendments and officer elections a quorum shall be defined as 50% of the active members.
2. A majority shall be defined by fifty percent of the membership plus one.

ARTICLE VI FINANCES

1. All organizational funds shall be handled exclusively by the Associated Student Activities office. The organization will not have an off campus account.
2. The amount of dues shall be listed in the bylaws and may be changed in accordance with the policy amending the bylaws.
3. The executive committee shall propose a budget for the current academic year no later than October 31.
4. Officers can spend \$50 without approval of the membership.

ARTICLE VII ELECTION of OFFICERS

1. Officers will be elected during a meeting held the third week of March to be announced in advance by the secretary. They will assume the duties of the respective offices the following academic year. The outgoing president shall conduct the elections unless he or she is a candidate for an office, in which case the faculty advisor shall oversee the election process.
2. Nominations for officers will be from the membership. Elections of the nominees will be by secret ballot.
3. A nominee will be considered elected when after they have received a plurality of votes cast.
4. If there is a tie, the vote shall be recast. If there is a second tie, the winner will be selected by a majority vote consisting of the current executive board and the faculty advisor.

ARTICLE VIII AMENDMENTS to the CONSTITUTION

1. Amendments to this constitution may be introduced at any regularly scheduled PEEP meeting. Any officer may introduce a constitutional amendment. Voting for the change will take place at the following regularly scheduled meeting.
2. If the amendment is successfully passes it shall be forwarded to the Office of Student Activities for approval. The amendment shall not take effect until it is approved by the Office of Student Activities.

ARTICLE IX PARLIAMENTARY AUTHORITY

1. The rules contained in *Robert's Rules of Order* shall govern proceedings of this organization except in such cases that are covered by the constitution.

ARTICLE X ACCESSIBILITY OF THIS CONSTITUTION

1. Copies of this constitution and corresponding by laws will be made available to anyone upon request.

ARTICLE XII FACULTY ADVISOR

1. The faculty advisor shall be appointed by the executive committee of the organization with advice from the membership.
2. The faculty advisor shall be a member of the Department of Education Policy Studies at Penn State.
3. A vacancy in the role of the faculty advisor shall be filled by appointment of the Executive Committee.

BY LAWS
Pennsylvania Educational Equity Project

1. Terms of Office. Officers shall be elected as prescribed in the constitution and shall serve for an annual period beginning with the first regular business meeting of the academic year and terminating at the end of the academic year.
2. Dues. The annual dues for each active and associate member of PEEP shall be five dollars. The payment of which shall entitle him/her to all privileges and benefits of such membership.
3. Committees. The president shall appoint any committees as are necessary to fulfill the purpose of the organization as described in Article II of the Constitution.
4. Amendments. The by-laws may be modified by a majority vote of the PEEP officers at a regularly scheduled PEEP meeting.
5. Conference Funding: Only dues paying members who are named investigators on a research project will be considered for access to conference funding for PEEP.