DOCTORAL STUDENT ORGANIZATION
CONSTITUTION AND BYLAWS

Article I: Purpose

The purpose of this Doctoral Student Organization (DSO) is to support and enhance the academic achievement of social work doctoral students throughout their tenure at the University of Pittsburgh by providing a forum for scholarly presentations, collegial support, free exchange of ideas, and discussion of critical issues related to the social work doctoral program.

Article II: Membership

- Full members of DSO are required to be currently enrolled in either the full-time or part-time University of Pittsburgh School of Social Work doctoral program.
- As per the University of Pittsburgh, the DSO will not engage in discrimination of membership on the basis of race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, disability, or status as a disabled veteran.
- There are no financial obligations of current DSO members, nor are there any financial requirements for joining DSO.
- Social work faculty and alumni of the University of Pittsburgh may participate in the meetings and activities of this organization but may not vote, hold office, or serve in formal leadership positions. No more than two (2) faculty at the School of Social Work may serve as associate members during any given academic year. Associate members are required to be present during at least one (1) membership meeting throughout the course of the academic year.
- Recruitment of membership will be done by informing new social work doctoral students of DSO, its purposes, and meetings through pamphlets provided to new doctoral students during student orientation. Members will be able to join throughout the year. All social work doctoral students who express interest in becoming a member of DSO will be accepted into the membership.
- Membership privileges will cease upon the following conditions: (1) graduation or termination of the social work doctoral program, (2) violation of the National Association of Social Workers Code of Ethics, or (3) any scientific misconduct including but not limited to falsification of data, purposeful misrepresentation of scientific findings, or plagiarism. In the case of the first condition, members will be given the option of automatically becoming associate members of the DSO.

Article III: Activities, Meetings, and Voting

- DSO will consist primarily of monthly meetings, where discussion will ensue surrounding programmatic issues with the social work doctoral program, recent advances in scholarly work produced by the membership, and current obstacles and problems the membership is facing in contributing to the social work scientific knowledge base.
- No less than four (4) times a year, scholars in the field of social work and related disciplines will present to the membership critical issues in social work science and practice, to facilitate the academic growth of the membership.
- Meetings will take place on the third Wednesday of every month during which classes are in session at the University of Pittsburgh.
- The meetings shall take place from 12:00pm to 1:00pm.
- Meetings may be attended by full and associate members only.
- Quorum for conducting business will require that all officers be present.
- Special meetings may be called by the president, provided that at least one (1) week notice has been issued to the membership.
- The president will act as chairperson for the meetings.
- In the absence of the president, the vice president will resume the responsibilities of chairperson.
- No formal rules of order will be adopted for the meetings.
Each DSO member present at a given meeting shall have one vote to cast for any issue that comes before DSO.
Voting privileges are limited to active student members in good standing with DSO. Only full members will have voting privileges. Voting privileges will be revoked upon termination of membership following the circumstances described above.
All DSO officers will have the same voting privileges as full members. However, any ties during voting procedures will be resolved by the president's vote.

Article IV: Officers

The DSO leadership team will consist of the president, vice president, and business manager.
The president of DSO will be responsible for directing the activities of DSO based on feedback and input from other officers and the membership.
The vice president of DSO will be responsible for assisting the president in directing the activities of DSO and obtaining input from the membership about the activities of DSO. During the absence of the president, the vice president will assume full presidential authority over the organization.
The business manager will be responsible for maintaining and managing funding from the university and budgeting those funds for DSO activities.
Officers will be elected at the end of each fall term.
Individuals of the membership who are interesting in becoming officers for the future term will be required to submit their name to the president or vice president in order to appear on the electoral ballot no later than October 31 of each year.
Individuals from the membership will receive ballots at the DSO meeting in November, and will be asked to return the anonymous ballots to the president or vice president prior to the next meeting.
Each member will have only one vote.
Members will not be required to vote. Simple majority will determine the outcome of the election. In the case of a tie, the president will make the final decision for the election.
The outcome of the election will be announced at the DSO meeting in December.
Only full DSO members will have voting privileges.
Only full members will be eligible to run for office.
No officer may hold more than one DSO position in a given academic year.
Officer terms run from January 1 to December 31.
Officers may be elected for a maximum of one (1) consecutive term for the same office position.
Officers may be removed either by consensus of the membership (excluding officers), or by consensus of the current officers. In the event of disagreement between the membership and the current officers, the vote of the membership will be favored.
Vacant officer positions will be filled by ad hoc elections following the same election process described above. Officers who are elected mid-term will be allowed to compete for future officer positions for the following term.

Article V: Committees

Ad hoc committees will be created as needed, and will consist of full and associate members interested in the purpose and function of the committee. There will be no standing committees of DSO.
When DSO members are needed to sit on School of Social Work committees on an ongoing basis, nominations and elections will take place as needed during DSO meetings.
Each member will have only one vote.
Members will not be required to vote. Simple majority will determine the outcome of the election. In the case of a tie, the president will make the final decision for the election.
The outcome of the election will be announced at the DSO meeting in October.
Only full DSO members will have voting privileges.
Only full members will be eligible to represent DSO on committees.
Committee representative terms will run from January 1 to December 31.
Committee representatives may be elected for a maximum of two (2) consecutive terms for the same committee representative position.
Vacant committee representative positions will be filled by ad hoc elections following the same election process described above. Committee representatives who are elected mid-term will be allowed to compete for future committee representative positions for the following term.
If a committee representative position is not able to be filled through a general election process, the DSO president will consider acting as committee representative.

Article VI: Finances

The business manager retains complete control over the finances of DSO, and purchases on behalf of DSO may only be made by the business manager and the president.
DSO funds may only be appropriated for activities facilitating the purposes of the organization outlined above.

Article VII: Advisor

DSO will have two advisors, who will serve as associate members and facilitate the direction and activities of DSO.
The first advisory position will be filled by the head of the School of Social Work Doctoral Program, and be responsible for advising DSO on structural and programmatic issues related to the doctoral program.
The second advisory will be elected by consensus of the membership, and will be responsible for advising DSO on professional and academic issues.

Article VII: Amendments

Amendments to this document may be made either by the president or by consensus of the membership.