

MSU Paranormal Society Constitution

Article I: Name and Mission Statement of organization

Section 1: The organization shall be known as The MSU Paranormal Society.

Section 2: The mission of the MSU Paranormal Society will be to investigate and research evidence of the paranormal as well as work toward promoting and understanding of the paranormal for all individuals that shall be interested. We consider it our duty to help those individuals requesting assistance with a sense of professionalism and integrity free of charge. All investigation evidence will be kept confidential unless otherwise permitted by those requesting our assistance, our work is strictly for furthering our understanding of the paranormal as well as quelling and stereotyping of such paranormal events.

Article II: Membership of MSU Paranormal Society

Section 1: It shall be recognized that any individual interested in joining the MSU Paranormal Society shall not be discriminated against on the basis of age, skin color, gender, gender identity, disability, height, marital status, nation of origin, political persuasion, race, religion, sexual orientation, veteran status, or weight.

Section 2: Only MSU students may be members and officers of the organization, however, all meetings shall be open to the public.

Section 3: An individual shall only truly be considered a member of the MSU Paranormal Society upon paying of dues which will be set at \$20.00 per semester or \$30.00 for an entire year.

Part A: Members paying dues for the entire year or just fall semester shall be entitled to participate in investigations held during Winter Break.

Part B: Members paying dues for entire year or paying for spring semester shall be entitled to participate in investigations held during the summer break.

Section 4: If a member of the MSU Paranormal Society is found to be performing in a poor manner continuously, they will be granted two warnings to improve the way they are performing, if their actions continue, the E-Board reserves the right to remove this member from the organization without refunding the dues that they have paid.

Article III: Members of the Executive Board

Section 1: Members of the MSU Paranormal Society serving as E-board, may serve on the board within their elected position for 1-2 years, as a second year may be served upon a re-election. After elected, the newly elected E-board member will serve under the E-board member currently in the position until the end of the year, and then take over the position for the summer months and the next year leading up to and past the next election. The current E-board members shall mentor and train the newly elected members until their time in the position has ended.

Section 2: The Titles and Duties of E-board members shall be as such:

Part A: President

The President of the MSU Paranormal Society shall be the chief administrator of the E-board. The primary function of the president will be to oversee the work done by the other E-board members. Beyond this, the President shall preside over all membership and E-board meetings, organize all research, keep records of all evidence, delegate responsibilities, work on community outreach, and set the topics of all membership meetings. The President of MSU Paranormal Society may be a shared position, with two members being elected as Co-Presidents. Lastly, the President of MSU Paranormal may only be elected if they have previously served on the E-Board for at least 1 year.

Part B: Chairperson of Membership

The Vice President of Recruitment and Membership shall orchestrate and handle all events that involve the recruitment and maintenance of members of the MSU Paranormal Society. This includes but is not limited to: organizing the set-up station at Sparticipation, organizing speeches in lecture halls and classrooms, and work on community outreach alongside President, as well as taking attendance. The final job of the V.P. shall be to preside over the membership meeting when the President is not able to attend.

Part C: Treasurer

The Treasurer shall handle all banking and financial matters, including management of bank account, and digital payment resources (Venmo/PayPal), keeping track of books and accounts, as well as give an approval on any purchases made by the organization for the organization. They shall also organize all trips (reservations and necessary lodging) alongside the President. They will also be responsible for dealing with ASMSU and other MSU administration for financial purposes.

The Treasurer shall be responsible for organizing all fundraising events both on and off campus. For example, they shall work with shops along Grand River Ave. to set up agreements on raising funds for the organization. It is also the duty of this individual to promote the name of this organization to all shops in the East Lansing area. The Treasurer shall give any funds raised by their work into the club bank account.

Part E: Social Media Manager

The Social Media Manager shall be responsible for maintaining the MSU Paranormal Society website as well as the MSU Paranormal Society Facebook page, Instagram, and Twitter, as well as any additional social media accounts the club adds. They are also responsible for working with the President on sending out any necessary e-mails.

Part F: Lead Investigator

The Lead Investigator shall be responsible for planning and researching all investigation locations. This includes but is not limited to: researching the local lore of location of investigation, pre-scouting locations, reaching out to local law enforcement to obtain permits for the right to be in cemeteries after dark, making reservations and contacting hosts of indoor location investigations, equipment maintenance, and establishing a group of club members to assist with evidence review.

Part G: Chairperson of Social Events

The Chairperson of Social Events shall be responsible for creating a greater sense of community within the club. The Chairperson of Social Events is responsible for planning social gatherings (not parties) outside of club meetings and investigations (movie night, mini-golf, group dinners etc.).

Section 3: Any member of the MSU Paranormal Society E-board may be asked to step down from their position if they found to have failed to perform their duties, this will be done by holding an E-board hearing and vote by the E-board to decide if their offense(s) are egregious enough to deserve removal from their position.

Section 4: Upon the removal of a member of the E-board, the remaining E-Board members may propose a replacement E-Board member who may be elected in via E-Board vote.

Article IV: Election Process

Section 1: Election for E-board positions shall be held midway through the Spring Semester.

Section 2: Nominations for an E-board position shall start a month before elections occur; this gives all those nominated the ability to prepare a presentation for the election. Nominations must be accepted by the person nominated before it is considered that they shall be running for the position. Nominations must be made in person within a weekly meeting. (Nominations cannot be made via email or social media)

Section 3: All regular and current club members in attendance shall be allowed to vote during an election. And voting shall be done on secret ballot. Voting shall occur after each position is run for starting with President, then Chairperson of Membership, then Treasurer, then then Social Media Manager, then Lead Investigator, then Chairperson of Social Events.

Section 4: Those individuals running for E-board positions will be granted the ability to give a five-minute presentation based on why they should be allowed to run for the position. The opposition shall be placed outside the room when a presentation is being done. Following a campaign speech there shall be a five-minute maximum questioning period for the club members to ask nominees any questions they wish.

Section 5: Once the new E-board is elected, they will train under the 'in place' E-board for the duration of the year and take over their full position at the beginning of the summer months unless the E-board in place sees it fit to allow them to take over earlier.

Article V: Meeting times and place for MSU Paranormal Society

Section 1: The meeting times and location of the MSU Paranormal Society will be held at the discretion of the E-board, and to be determined at the beginning of the year through the RSO sign-up sheet.

Part A: Room location subject to change through school year based on club size.

Section 2: The E-board will be required to meet bi-weekly (occurring every two weeks), this will be held at any time and location before the meeting that the E-board agrees upon. Also, if interested, any member may request to know when and where the meeting will be held so they may attend if they want to for a valid reason.

Section 3: Attendance will be taken at every meeting by the E-board and will hold influence on a member's ability to attend investigations.

Article VI: Paranormal Society Events

Section 1: If a member participates in at least three events, they will receive a bonus attendance point which will be considered when deciding investigation eligibility.

Article VII: Pre-Investigation Procedure

Section 1: The location and time of a potential investigations shall be announced at the membership meeting at least the week before the Friday Investigation. A calendar with hopeful location dates within the first few weeks of the semester would be preferable.

Section 2: Sign-up sheets via Google Forms will be sent to the club via email, those who sign up first will be given investigation priority.

Part A: Those individuals who have not recently gone on an investigation shall be considered to go on an investigation before those who have gone on an investigation considering they are in good standing (i.e. attendance and behavior). Attendance records go from semester to semester and are not carried over.

Section 3: Also, to be eligible for an investigation, an individual must be a dues-paying member of the MSU Paranormal Society and must also sign the MSU Paranormal Society Waiver of Liability.

Section 4: All members going on an investigation shall be subject to pay a portion of the travel fees (i.e. gas and lodging if necessary); however, if a member is to providing the use of a vehicle, they shall not have to pay for the travel expenses.

Section 5: If an investigator is no longer able to be in attendance for an investigation, they must give at least a 48-hour notice to the E-board, or they shall be automatically excluded from the next investigation; however, if it is based on emergency then they shall not be automatically excluded. If the offense is repeated, the individual will be excluded from all potential investigation for at most the rest of a semester or until the E-board see it fit they be allowed to return.

Article VIII: Investigation Procedure and Protocol

Section 1: Investigations will have eight in attendance with a minimum of two being E-board members. These numbers may be changed at the discretion of the E-board depending on the size of the investigation location.

Section 2: All investigations shall be required to have a pre-investigation information sheet filled out that details' client info, and paranormal activity present.

Section 3: When at the investigation individuals will be REQUIRED to be in teams of two at least, no person is allowed to go into an investigation without a partner for any reason.

Section 4: Investigators are required to hold a supreme level of professionalism and integrity when on an investigation, failure to do so will result in removal from the investigation and exclusion from the next potential investigation.

Section 5: Each team will be required to have a video camera, digital camera, E.V.P. recorder, E.M.F. detector, and any other equipment always deemed necessary during the investigation.

Section 6: Investigators are unquestionably subject to any rules set in place by the client, failure to do so will cause the individual to be subject to termination from the investigation and is excluded from the next investigation.

Section 7: At the end of an investigation, all equipment will be packed up PROPERLY in the correct location to avoid losing it, any individual responsible for losing a piece of equipment will have to incur the cost and replace the item.

Section 8: Any damages caused at an investigation site will be paid for by the individual who caused the damages and will NOT be paid for out of the club account.

Section 9: Any form of misbehavior deemed inappropriate by the E-Board, Client/Host or a fellow club member will result in one warning and then removal from the investigation (to wait in common space) if misbehavior continues and the club member will not be invited back to any additional investigations. Additionally, a refund will not be given to that club member.

Article IX: Post-Investigation Protocol

Section 1: The days following an investigation, those individuals on the investigation shall be required to review evidence unless they have a fair reason for missing.

Section 2: Those reviewing evidence are required to be sober to avoid contamination of the evidence in any way; this means that any use of illicit drugs or alcohol will not be permitted at any time of the investigation process.

Section 3: Upon the completion of evidence review, the individuals who investigated the location shall present any evidence of paranormal activity that they have uncovered, or if no evidence turns up, the client shall be informed that nothing was found (both require an in-person meeting of 1 or more of those who investigated). Pending on host preference.

Section 4: Any and all evidence that is captured shall be presented to the membership at the next meeting, however, if asked by the client, their name or home location will not be mentioned in any way to members of the club.

Section 5: There will be an optional newsletter written and prepared for our faculty advisor at the end of each investigation going over the evidence and our judgment on the location being haunted or not. This will be optional from an investigation to an investigation decision.

Section 6: If granted permission by the client, a potential write-up to *The State News* may be done to explain what happened during the investigation as well as any potential evidence that was captured.

Article X: Amendment Process

Section 1: Any Member of the MSU Paranormal Society shall be allowed to propose amendment(s) to the Constitution.

Section 2: Any proposed amendment(s) must first be presented to the MSU Paranormal Society E-board at an E-board meeting. The E-board will then consider whether or not the proposed amendment shall be brought to the entire membership.

Section 3: If proposed amendment(s) are deemed fit by the E-board, they will be presented to the membership to be put to a vote. The individual who proposed the amendment shall have up to five minutes to explain why they feel it necessary to add this amendment to the Constitution. Then the membership has 5 minutes to ask any potential questions about the amendments, which the presenter may answer.

Section 4: Upon the success of any proposed amendment(s), they will immediately be incorporated into the Constitution by the President. The amendments shall be incorporated into the body of the Constitution, where it properly fits, instead of at the end; this shall be done to avoid confusion of contradiction articles and sections. Amendments found not to fit in any article of the Constitution shall be placed at the end in an Article Titled Amendments.

Article XI: Amendments

Section 1: If an E-Board member has failed to complete tasks assigned to them by the designated due date two times without either at least 24 hours notice or an emergency that prevented the E-Board member from completing their task, that member will be given a warning from the Presidents. If the E-Board member continues failing to complete their tasks one more time, the E-Board will hold a hearing to discuss removal of the E-Board member from their position. This meeting will go through the removal process as outlined in the Constitution.