**CONSTITUTION** of the

**CHIMES JUNIOR CLASS HONORARY**

at **THE OHIO STATE UNIVERSITY**

We, the members of the Chimes Junior Class Honorary, believing in a closer union in the bonds of friendship and realizing our responsibilities in preparation for lifelong citizenship and growth, do hereby form ourselves into an association for the development of higher ideals of leadership, service, and scholarship among college men and women.

**Article I – Purpose**

The Chimes Junior Class Honorary has been founded for the purpose of honoring those juniors who have shown, and will continue to show, high scholastic achievement and loyalty to The Ohio State University and surrounding community by demonstrating their service, leadership, and participation in extra-curricular activities.

**Article II – Name, Insignia, and Motto**

1. The name of the organization shall be the Chimes Junior Class Honorary, hereafter referred to as Chimes.
2. The symbol shall be a golden bell with a cluster of clappers with the name of the society inscribed on the base.
3. The colors shall be gold, white, and dark brown.
4. The flower shall be a yellow rose.
5. The motto shall be “To lead with knowledge / To follow with intelligence / To seek the worthwhile in life.”

**Article III – Non-Discrimination Policy**

1. Discrimination on the basis of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, physical stature, or veteran status is prohibited.

**Article IV – Membership**

1. Criterion for membership
	1. Members shall have junior standing (a minimum of 60 credit hours) or be in their third semester at the time of initiation.
	2. Prospective members shall be considered for membership on the basis of outstanding scholarship, leadership, and service to the university and surrounding community.
	3. All prospective members must have a minimum cumulative grade point average (hour ratio) of 3.00.
		1. This requirement may be modified for candidates who demonstrate exceptional merit in other areas.
2. Selections Procedure
	1. It is an obligation of members to participate in the selections procedure.
	2. The Selections Chairs shall compile and receive application materials.
		1. Applications shall be available to all prospective members during fall semester. One common application will be available for both Bucket & Dipper and Chimes.
		2. The application shall include a question asking the applicant’s preferred honorary, though the applicant can be placed into either. The application should also include questions that relate to the different cultures of the two honoraries (i.e. Bucket & Dipper placing more emphasis on service whereas Chimes places more emphasis on fundraising, or the importance of tradition in Bucket & Dipper).
	3. The Selections Chairs in conjunction with the Executive Board shall preside over selection sessions.
	4. The existing chapter shall elect new members once a year in a manner determined by the Executive Board and the Selections Chairs, after the reporting of Autumn Semester grades.
		1. An individual shall be considered elected upon receiving a minimum score agreed upon by the chapter and Executive Board.
	5. No more than thirty-five and no fewer than ten members shall be selected for initiation into Chimes annually.
	6. Selections are confidential to the membership.
3. Membership Transitions
	1. Membership in Bucket & Dipper lasts for 3 semesters, with one semester overlapping between the current and new classes.
	2. This overlapping semester shall act as a transition where the new class has time to bond and shadow the current class.
4. Alumni members shall be those members who have completed one year of active membership.
5. Honorary Members
	1. Honorary members may be women or men of the faculty or staff who have contributed significantly to the advancement of the interests, welfare, and unity of the university and surrounding community.
		1. No more than two honorary members may be named.
	2. Honorary members shall be nominated at the meeting before the selections sessions.
	3. Honorary members shall be voted upon at the selections sessions.
	4. Two-thirds of those present vote an honorary member into Chimes.
6. The Chimes Advisor adhere to the following responsibilities:
	1. Be the groups’ mentor and help guide Chimes, including giving advice and sharing past successes/wrongdoings.
	2. Attend the annual retreat and help facilitate activities.
	3. Play a role in the initiation and induction ceremonies.
	4. Make a good-faith effort to be present at each meeting.
7. Active Member Status – To be considered an “active” member, one must:
	1. Attend all meetings each semester.
	2. Present the Secretary with 24 hours notice to be excused from a meeting, at which time the Secretary will determine the validity of the excuse.
		1. Should any doubt regarding validity arise, the Secretary shall consult the Executive Board for a final decision.
			1. Failure to submit an excuse at least 24 hours before a general body meeting will result in a warning.
		2. Subsequent to an issuance of two warnings and a third unexcused absence, the member will be expelled from the organization, unless otherwise deemed by the Executive Board or advisor(s).
		3. Examples of excused absences will be midterms, class, illness, or family emergency.
	3. Attend at least one service activity each month equivalent to a net minimum of five hours of service in Chimes’ philanthropies per semester.

i. Failure to attend enough philanthropic volunteering events, including failure to secure a replacement for an event, will result in one unexcused absence penalty to the member.

* 1. Pay dues, which will be collected from each new member.
		1. Failure to pay dues will result in the loss of voting privileges.
		2. If dues are not paid by the end of the fifth week of Autumn Semester, the Executive Board may consider this grounds for expulsion.
	2. Follow the additional rules of active member status.
		1. In the event that a member is studying abroad or engaged in a likewise opportunity, the member will still be considered “active” as long as the member is present for the entirety of one semester (Autumn or Spring).
		2. A list of members who have received “active” status shall be forwarded to the Senior Class Honoraries by the third week of Spring Semester.
1. Removal of Membership
	1. Any member may be subject to an expulsion hearing if they participate in any act or practice that is deemed controversial or discriminatory while representing the organization.
	2. To initiate an expulsion hearing, the Executive Board must take a vote in which a majority of Executive Board members vote affirmatively.
		1. The expulsion hearing will take place during a general body meeting. The member subject to expulsion will have five minutes to present an argument for their case and an Executive Board member will have five minutes to propose a counter argument. After both sides have spoken, a two-thirds vote from all members present will be required to expel the member from the organization.
2. Officer Removal
	1. An officer can voluntarily resign from their position with a two-week notice presented in advance to both the President and Vice-President.
	2. An officer who fails to perform their ascribed duties will be subject to removal from their position by a majority vote of the Executive Board or with a three-fourths vote of the general body.
		1. An officer who is removed from their position remains a regular member of the organization.
3. Advisor Removal
	1. The advisor can voluntarily resign from their position with a two-week notice presented in advance to both the President and Vice-President.
	2. If the advisor fails to perform their ascribed duties, he or she will be subject to removal from this position by a majority vote of the Executive Board.

**Article V – Organization of Chimes**

1. The governing body shall be the Executive Board.
	1. The Executive Board serves as the governing body for Chimes and as the spokespersons of the organization. Only in the cases of discrepancies or problems does it make executive decisions for the good of the organization.
	2. The Executive Board shall be elected before the end of the Spring Semester during which the class was inducted.
	3. The Executive Board shall consist of the following officers: President, Vice President/Co-President, Treasurer, and Secretary.
	4. The Executive Board shall meet at the discretion of the President/Co-President.
	5. The Executive Board shall act as an advisory body for the new Executive Board during the year following their active membership.

II. Duties of the Executive Board

* 1. President and Co-President
		1. Shall preside over all meetings of the Executive Board and all general meetings of the organization.
		2. Shall be responsible for the execution of all programs of the organization.
		3. Shall be responsible for the arrangement of all meetings, including obtaining space, notification of members, honorary members, and advisors.
		4. Shall be the head spokesperson of the organization.
		5. Shall maintain open lines of communication with other members of the Executive Board.
		6. In the event that the President should be unable to continue the term of office, he or she will be succeeded by the Vice President.
	2. Vice President/Co-President
		1. Shall assume the office of the Presidency in the event of the President’s inability to complete the term of office.
		2. Shall be responsible for all constitutional revisions.
		3. Shall be responsible for coordinating all group social activities in conjunction with the Social Chair(s).
		4. Shall be responsible for coordinating the annual exchange dinner with Bucket and Dipper.
		5. In the event that the Vice President should be unable to continue their term of office, including but not limited to the event of assuming the office of the Presidency, a new Vice President shall be elected.
	3. Treasurer
		1. Shall be responsible for directing the financial affairs of the organization.
		2. Shall engage in the formation of a budget, the collection of dues, and the recording of receipts and expenditures.
		3. In the event that the Treasurer should be unable to continue their term of office, a new Treasurer shall be elected.
	4. Secretary
		1. Shall be responsible for maintaining records of all organizational proceedings, including minutes of the meetings of the Executive Board and of the membership.
		2. Shall be responsible for all correspondence of the organization.
		3. In the event that the Secretary should be unable to continue their term of office, a new Secretary shall be elected.

III. Committees

* 1. Chimes shall have the following standing committees:
		1. Fundraising
		2. Service
		3. Social
	2. Each committee shall be chaired by the officers of the same name.
		1. The Vice President shall oversee the Social Committee.
		2. The Treasurer shall oversee the Fundraising Committee.
		3. The Secretary shall oversee the Service Committee.
	3. Each member shall be placed in a committee after the election of officers.
	4. Each committee shall meet no fewer than three times per semester.
	5. The Executive Board reserves the right to create ad-hoc committees.
	6. There shall be no committee under the Historian/Traditions, Webmaster, or AOSCH Representatives.

IV. Duties of the Officers:

1. Inductions and Selections
	1. There shall be two inductions officer.
	2. Shall work in conjunction with the Executive Board in coordinating subsequent induction and tapping ceremonies related to selections and the new class.
	3. Shall be responsible in junction with the Executive Board for the organization of the selection process including recruiting applicants, making applications, structuring the rating process of applicants, scheduling interviews, and developing a rating process for interviews.
2. Service
	1. There shall be two officers for this position.
	2. Shall assume responsibility for the coordination of the organization’s service projects, making sure that there are enough accessible activities for members to earn hours necessary for active status.
	3. Shall remind individual members of their philanthropic obligations.
3. Social
	1. There shall be twoofficers for this position.
	2. Shall plan and organize events for the organization that promote teamwork, cooperation, and friendship.
	3. Shall announce the events to the group at a general body meeting.
	4. Shall secure funds from the Treasurer for social events.
	5. Shall work with the Selections Chairs to recruit for future applicants.
4. Fundraising
	1. There shall be three officers for this position.
	2. Shall engage in internal fundraising through the solicitation of funds from community leaders, businesses, corporations, or other methods of funding (such as university bodies) for the organization.
	3. Shall also engage in external fundraising through community events, such as collaborations with other organizations or for-profit events for philanthropies.
	4. Shall be responsible for advertising events, selections, and activities of Chimes in the forms of posters, flyers, social media, etc.
5. Webmaster
	1. There shall be two officers for this position.
	2. Shall be responsible for website upkeep, including updating events, announcements, and changes.
6. Organization Regulations
	1. The organization shall hold at least two meetings a month but may hold weekly meetings if members deem it necessary.
	2. The organization may establish by-laws, which may be amended by a majority vote of the Executive Board
	3. The organization must be responsible for donating funds raised over the course of the year to the current Chimes philanthropic groups.
	4. The officers shall be elected by the new members midway through the end of spring semester after their induction.
	5. The term of office shall be for the next year until the end of the following spring semester, including a period for transfer of power to the newly elected officers.
	6. In addition, there will be at least one meeting per semester with both honoraries.

Article VI – Joint Junior Class Honoraries:

1. Bucket & Dipper shall collaborate with Chimes on the application, service, and social fronts. Otherwise, they shall be independent organizations.

Article VII – Fundraising:

1. Bucket & Dipper and Chimes shall, together, support the same organization from year to year.
2. This organization is Community Refugee and Immigration Services (CRIS).
3. Chimes shall hold at least one large fundraising event with CRIS each spring semester.
4. Each member will be required to complete at least 5 hours of service each semester, whether with Bucket & Dipper or outside the organization.

**Article VIII – Amendments**

1. This constitution must be ratified by a two-thirds vote of present members.
2. Constitutional revisions shall be the responsibility of the Vice President.
	1. Amendments may also be proposed by the membership; however, the Vice President must approve amendments prior to a vote by the membership.
	2. Proposed amendments must receive a simple majority vote of the general membership to be approved.

Respectfully submitted,

Chimes President

Chimes Vice President