**Constitution of Phi Upsilon Omicron Inc,**

**Gamma Chapter**

**INDEX**

Article I: Name…………………………………………………………………………………………..Page 2

Article II: Objectives and Purpose………………………………………………………………Page 2

Article III: Membership…………..……………………………………………………………….....Page 2

Article IV: Finances……………..……………………………………………………………………..Page 3

Article V: Rights and Obligations of Members …………………………………………….Page 4

Article VI: Officers and Their Duties……...………………………………………………….…Page 4

Article VII: Elections and Impeachment……………………………………………………....Page 6

Article VIII: Chapter Meetings………………………………………………………………...…..Page 7

Article IX: Advisor…………………………………………………………………..……………….…Page 7

Article X: Dissolution………………………………………………………………………….……...Page 7

Article XI: Adoption of Amendments to This Constitution……………………....……Page 8

**ARTICLE I Name**

Section 1. The name of this national honor society in family and consumer sciences and related areas at The Ohio State University shall be Phi Upsilon Omicron, Gamma Chapter.

**ARTICLE II Objectives and Purpose**

Section 1. The purposes of Phi Upsilon Omicron are to recognize and promote academic excellence, develop qualities of leadership by providing opportunities for service, and encourage lifelong learning and commitment to advance family and consumer sciences and related areas.

Section 2. Phi Upsilon Omicron is organized exclusively for charitable, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) 3 of the Internal Revenue Code, or corresponding section of any future federal tax code.

**ARTICLE III Membership**

Section 1. The membership of this organization shall be open to men and women (without discrimination of any type) who meet the requirements for eligibility listed below and shall consist of collegiate and local honorary members.

Section 2. Membership areas will include, but not be limited to, those recognized by the American Association of Family and Consumer Sciences.

Section 3. Phi Upsilon Omicron, Gamma Chapter shall elect members from a list of those scholastically eligible and approved by the chapter advisors. A majority vote at a regular business meeting is necessary for election to membership. Initiation at a chapter ceremony is required of those elected to membership.

a. An undergraduate student shall be eligible to be a collegiate member of a chapter if the individual:

(1) has completed a minimum of 40 semester hours, 60 quarter hours, or the equivalent;

(2) is majoring in family and consumer sciences or one of its related areas in an institution where a chapter is established;

(3) has maintained at minimum a 3.0 out of 4.0 GPA.

(4) is not graduating within the year

(5) exhibits the potential for professional and community leadership;

(6) demonstrates a spirit of service; and,

(7) exemplifies character through personal integrity and professional attitude.

b. Graduate Students. A graduate student enrolled in family and consumer sciences or related area shall be eligible for membership when the following criteria are met:

(1) when the student has completed 12 semester hours or its equivalent in courses in family and consumer sciences and related areas. The student is not required to hold a bachelor's degree in family and consumer sciences, but may have earned the degree in an allied area. The student may or may not have come from an institution where there is a collegiate chapter of Phi Upsilon Omicron, Inc.

(2) when the student's undergraduate record has been evaluated and shows that the student's scholarship meets the requirements for membership, then the other criteria for membership should be carefully considered. The grade point average for a graduate student should be a minimum of 3.2 on a 4.0 scale. It is also of utmost importance, especially for those students who do not have a bachelor's degree in family and consumer sciences, to determine their potential leadership, interest in, and dedication to the field of family and consumer sciences.

A graduate student may choose to become a collegiate member with the privileges and obligations of an undergraduate member or a member of a local alumni chapter.

Section 4. An honorary membership may be conferred upon a person who is active in family and consumer sciences or an allied field, exhibits the qualities of Phi Upsilon Omicron membership, and can be expected to make a contribution to the collegiate chapter.

a. Election Procedure. Phi Upsilon Omicron, Gamma Chapter may nominate an individual for honorary membership. Following the unanimous approval of chapter advisors**,** a three-fourths vote at a regular or special meeting is required to elect an honorary member. The Executive Director and Region Councilor shall be notified.

b. Financial Responsibilities. Honorary members shall not be expected to pay national or local initiation fees. The initiating chapter provides the honorary member with a subscription to the Honor Society's publication equivalent to the subscription of new initiates. The honorary member who assumes active membership in an alumni chapter shall share in the expenses incurred in the chapter.

**ARTICLE IV Finances**

Section 1. Phi Upsilon Omicron, Gamma Chapter shall determine the amount of local dues and assessments and the ways of levying and collecting same.

1. Dues shall be levied on a yearly basis and shall be determined in amount by the Executive Board

**ARTICLE V Rights and Obligations of Members**

Section 1. Active Members must attend all Regular Meetings of the organization.

Section 2. To remain an active member a person is responsible for earning 5 points per quarter in addition to participating in mandatory events.

1. Mandatory events include Initiation, Founders Day, Weekly Meetings, and other events as determined by the Executive Board.
2. Opportunities for earning points shall include Community Service and Professional Project events, Fundraising Events, Select Alumni Events, and other events as determined by the Executive Board.

Section 3. If mandatory events cannot be attended, then a person is responsible in making up their attendance. These circumstances will be determined as a case by case basis, but such examples for that can occur to keep one active for honor cords includes donating their service in another manner and/ or earning more points.

Section 4. Under extraordinary circumstances, Phi Upsilon Omicron, Gamma Chapter may grant temporary inactive status to a member making such a request. Financial obligations continue during inactive status.

Section 5. In rare cases, a member may wish to forfeit membership. A request for forfeiture is subject to the approval of the chapter officers and advisors. The member shall surrender Phi Upsilon Omicron jewelry and relinquish all rights, privileges, and obligations of membership, including the subscription to the organization's publication, without financial reimbursement.

Section 6. Whenever a member fails persistently to meet the standards of the Honor Society, the member shall be reprimanded by the chapter president after consultation with the advisors. If the member's behavior is not altered to meet standards, the chapter shall, with the approval of the advisor, have the power to expel that member from the Honor Society by a four-fifths vote of the chapter members present at a regular or special meeting. The vote will be by ballot. (Immediately following expulsion, the chapter secretary shall remove the name from the rolls and notify the Executive Director). The expelled member shall return Phi Upsilon Omicron jewelry. If the expelled member desires, within one month, a written appeal may be made to National Council and Conclave through the Executive Director.

**ARTICLE VI Officers and Their Duties**

Section 1. The officers and their order of automatic succession shall be: President, Vice President of Membership, Vice President of Initiation, Treasurer, Professional Project Chair Co-Chairs, Publicity Chair, Secretary, Historian

Section 2. In case a vacancy of an office other than the President occurs, the vacancy shall be filled by a worthy successor, appointed by the President, until the organization in the manner provided herein and in the Laws can elect a new officer.

Section 3. The President, in addition to their duties expressed herein, shall preside as Chairperson of the Executive Board and the local organization. They shall run all meetings and created agendas, be a liaison between all other positions, shall communicate with all alumni to find out when their major events are so the collegiate chapter can participate, shall complete the Ohio Union’s annual Presidents training and complete all requirements to remain an ‘active’ student organization. The President shall also complete the Phi U active chapter form and send it to the National office at the beginning of the fall term. They shall participate in Initiations and Founder’s Day ceremonies, shall complete the annual report in Mid May, and work with the Vice President’s of Membership and Initiation to format applications and space reservations for events.

Section 4. The Vice President of Membership, in addition to their other duties expressed herein, shall perform the duties of the President in their absence or disability. They shall keep track of points, inform members of deficiencies and place members on probation if necessary. They shall serve as a primary point of contact for prospective new members, shall be in charge of updating the application and shall participate in the Initiation ceremony.

Section 5. The Vice President of Initiation, in addition to their other duties expressed herein, shall orchestrate both the Initiation and Founders Day ceremonies as described in the officer’s manual and shall ensure that proper supplies have been ordered from the National Office on a timely basis. They shall also support the President and Vice President of Membership with any additional tasks as necessary.

Section 6. The Treasurer, in addition to their other duties expressed herein, shall be entrusted with all funds, and at all times keep an accurate record of all financial matters pertaining to the organization. They shall be one of two officers authorized to sign organization checks. They shall make sure everyone has paid yearly dues, shall send new initiate dues to the national office, shall complete the Ohio Union’s annual Treasurer training, shall complete the annual report in Mid May, and shall work with the Vice President of Initiation

Section 7. The Professional Project Co-Chairs, in addition to their other duties expressed herein, shall work with other co-chair to plan service projects and activities for the other members to participate throughout the year, they shall work with the Historian to create the Professional Project Binder, a report on all the activities completed throughout the year, following the online guidelines on the national website.

Section 8. The Publicity Chair, in addition to their other duties expressed herein, shall update the display case with meeting dates and times, events, pictures and other information; they shall plan fundraisers, and update the Phi U networking sites. They shall also complete the annual report in Mid May.

Section 9. The Secretary, in addition to their other duties expressed herein, shall take notes at each meeting, and send them to the President to be distributed as Meeting Minutes.

Section 10. The Historian, in addition to their other duties expressed herein, shall take pictures at all events or coordinate the documentation of events with a member who will be present. They shall send pictures to the Publicity Chair for use in marketing, and they shall complete the Professional Project binder in cooperation with the Professional Project Co-Chair’s.

Section 10. Upon the expiration of term of office, each elected officer will turn over to their successor all official binder, records, papers, correspondence, and other material pertaining to their office and entrusted to his care. Each outgoing officer will then take part in an officer transition meeting with their successor to explain the duties of the position.

**ARTICLE VII Elections and Impeachment**

Section 1. Phi Upsilon Omicron, Gamma Chapter shall be responsible for guaranteeing open nominations for the election of members of the Executive Board.

Section 2. Each nominee must write an excerpt as to why they feel they wish to run for the respective position. After all excerpts have been received, these excerpts are either read at a general meeting or an online poll is established and members are given at least one (1) week to vote for nominees in each position.

Section 3. The winner of an election will be determined by a plurality vote. In the case of a tie for the highest number of votes, another vote shall be held for the nominees who received the highest number of votes. If another tie occurs, another vote shall be held for the nominees who received the highest tie. The election shall continue in this manner until a plurality is reached.

Section 4. The election and tabulation of ballots shall be conducted by the outgoing President, should the President be running for a position the highest-ranking Officer that is not running for an office shall conduct the election process.

Section 5. Any elected official of the Phi Upsilon Omicron, Gamma Chapter may be impeached. Impeachment procedure shall be conducted in the following manner: A motion for a vote of no-confidence must be presented, if seconded the officer in question shall have the first opportunity to speak (no exceptions), and orderly discussion shall follow. The motion shall require a majority vote of the Chapter to pass. If the motion is passed, and the resulting vote of confidence is against the officer, new elections must be held within two (2) weeks, and conducted in the manner provided herein. All immediate officers are automatically included in the nominations unless declined by that person. All newly elected officers assume duties immediately.

**ARTICLE VIII Chapter Meetings**

Section 1. General Meetings shall be held regularly during the school year on an as-needed basis for the purpose of reporting the business of the organization and for the determination and implementation of duties stated herein or any other policies and procedures.

Section 2. At the end of each term the Executive Board will decide the time and frequency of general meetings for the subsequent term, working to ensure the least amount of time conflicts as possible.

**ARTICLE IX Advisor**

Section 1. The Chapter shall have a minimum of one chapter Advisor. It is recommended two additional Advisors be chosen, one to serve as Financial Advisor and the other as Professional Program of Work Advisor. Chapter Advisors shall be appointed by the local chapter with the approval of the unit administrator.

**ARTICLE X Dissolution**

Section 1. Should extenuating circumstances affect the college of Human Sciences, thus influencing the functioning of the Phi Upsilon Omicron chapter or when a chapter fails to meet the obligations of the Honor Society, a special visit shall be made by the National Office to determine the current status of the chapter. If inactive status or discontinuation is considered, the matter will be brought before the next meeting of the National Council.

Section 2. Upon dissolution of the chapter any remaining assets of the Honor Society will be distributed to the Phi Upsilon Omicron Educational Foundation, Inc. which is tax exempt under section 501(c)3 of the Internal Revenue Code.

**ARTICLE XI Adoption of Amendments to this Constitution**

Section 1. A proposed amendment to the Articles of this Constitution shall be presented to the Executive Board at least two (2) weeks prior to its presentation to the Chapter. The Executive Board may refuse the presentation of the amendment to this Constitution to the Chapter.

Section 2. This Constitution shall be amended only by a two-thirds (2/3) vote of the Gamma Chapter active members.

Section 3. Unless otherwise provided, all amendments shall take effect immediately following their adoption.

**Non-discrimination Statement:**

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.