



Chi Epsilon Pi at The Ohio State University Constitution

Article I Name, Purpose and Non-Discrimination Policy of the Organization

Section A Name:

- The name of the organization shall be the Chi Epsilon Pi at The Ohio State University.

Section B Organization Purpose:

- Chi Epsilon Pi is a national honor society for outstanding students in the field of atmospheric sciences. The purpose of the society is mainly twofold: to serve as a means for awarding distinction to students who have high scholastic ability and promise of achievement in meteorology; and to promote student interest in advanced study of meteorology and related sciences. Chi Epsilon Pi will promote and recognize students who demonstrate outstanding academics in the atmospheric sciences. Chi Epsilon Pi serves to provide a professional environment that fosters education through recreation and recognition. Chi Epsilon Pi shall further prepare Atmospheric Sciences majors or minors for an awarding, enriching career in which a member can effectively utilize a profound education of the Atmospheric Sciences to serve with absolute integrity to their community.

Section C Non-Discrimination Policy:

- Chi Epsilon Pi at The Ohio State University 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.

Section D Sexual Misconduct Policy:

- As a student organization at The Ohio State University, Chi Epsilon Pi at The Ohio State University, expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here:
 - <https://hr.osu.edu/public/documents/policy/policy115.pdf>. If you or someone you know has been sexually harassed or assaulted, you may find the appropriate

resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Article II Membership/Officer Qualifications

Section 1. Membership Qualifications

Membership is open to the following groups:

- Atmospheric Sciences Majors: B.S. M.S. and Ph.D.
- Atmospheric Sciences Minors
- Geography Students on Climatology Track: M.S. and Ph.D.

Undergraduate Students:

Students who obtain one of the following requirements are eligible to join Chi Epsilon Pi.

- Cumulative 3.0 GPA OR Major/Minor GPA of 3.5

Graduate Students:

Since Graduate students are required to have a 3.0 to be admitted, they are automatically allowed to have membership. They are required to:

- maintain Good Academic Standing through the College of Arts & Sciences
- maintain Good Academic Progress by Department of Geography Standards.

Semester GPA Review:

At the beginning of each semester a GPA review will be conducted by the clubs Advisor to verify the above requirements are met as stated in the constitution.

Levels of Membership:

Active

If a member has a 3.0 Cumulative GPA or 3.5 GPA, they are considered an active member. Active members are encouraged to run for office, apply for awards, and vote in elections. They will receive graduation recognition upon completion of the program requirements.

Probation

If a member falls below 3.0 Cumulative GPA or 3.5 Major GPA, they are allowed 1 semester to regain the GPA requirements. During this probationary period, they remain active as members and are allowed to vote, and attend meetings, but are not allowed to run for office.

Inactive

If a member falls below 3.0 Cumulative GPA or 3.5 Major GPA and is unable to raise their GPA during probation. They are considered inactive members and therefore are not allowed to vote, run for office, apply for awards, or receive recognition for graduation.

Section 2. Voting Members

Voting members - A voting member is defined as a person who meets the qualifications for membership, has paid their dues, and has been present for $\frac{2}{3}$ club meetings, and events.

Section 3. Officer Positions and Duties

President

- **Powers:** Call special meetings of the entire Board when deemed necessary. Act as a member of all committees, in an advisory capacity. Create new roles within the organization as needed. Call a special election when necessary.
- **Duties:** Overall leadership of Chi Epsilon Pi belongs to the President, and as such, the majority of responsibility for the health of the organization rests upon this position. The primary responsibility of the president is ensuring the existence and well-being of Chi Epsilon Pi by registration of the club, maintaining communication with the Department of Geography, graduate students, faculty, and staff, and chairing meetings. The president is also the leader of the Chi Epsilon Pi Executive Board, comprised of all elected officials, and as such, must maintain a healthy environment for interaction between Executive Board members and assist others in their duties when asked.

Vice President

- **Powers:** In the case of the President's absence at a general meeting, the Vice President will assume the role and powers thereof.
- **Duties:** It is the duty of the vice president of Chi Epsilon Pi to maintain the social aspect of the organization and is thus a signatory and member of the Chi Epsilon Pi Executive Board. Thus, the Vice President should orchestrate all planning and execution of all social events. Any necessary paperwork or permissions need to be completed by the Vice President, including financial responsibilities for events, and should be reviewed by the President and Treasurer. The Vice President needs to keep frequent correspondence with both the president and treasurer to remain apprised of fiscal implications of upcoming events. In the case of the dismissal of the president, the vice president will assume the role on an interim basis until a special election is held. The Vice President will also be responsible for calling and holding the special election.

Operations Officer

- **Duties:** The Operations Officer is responsible for maintaining and adding to the records of XEP. Thus, the Operations Officer is responsible for taking notes during general XEP

meetings and sending out the meeting summary by email. The Operations Officer is often the one with the most direct access to the records, and as such, will often be in the right position to bring up things at meetings that the other officers may have overlooked, and remind people about upcoming requirements or deadlines. The Operations Office is also responsible for notifying the general body of meetings at least three days in advance.

Treasurer

- **Duties:** The most important duties for Treasurer of Chi Epsilon Pi are taking care of all financial transactions and finding available funding for Chi Epsilon Pi events. As the Treasurer is responsible for the fiscal health of Chi Epsilon Pi, the Treasurer is a club signatory.

Article IV Member and Officer Removal

Section 1. Member Removal

If a member (active, inactive, or under probation) conducts behavior that is detrimental to the progress of the organization and university by violating policies listed in the organization's constitution, from the university's Code of Student Conduct or Academic Misconduct, other university policy, or federal, state, or local law, the member may be removed following a majority-required vote from the executive board with consultation from the club advisor.

Section 2. Officer Removal

An officer may be removed from their position with clause, including not performing their duties or violating any of the violations listed in Article IV Section 1. The executive board, excluding the potentially removed officer, will consult with the club advisor and come to a decision with $\frac{3}{4}$ of the vote needed to remove the officer. During the period of an open officer position, all active officers will help take on the responsibilities left by the removed officer. The removed officer may remain in the organization unless they violate policy that requires invoking Article IV Section 1.

Article V: Officer Elections

Section 1. Timing of Election and Nomination Process

The election of officers will take place in the month of April with a notice of two calendar weeks. Eligible candidates can either self-nominate or be nominated by active club members leading up to the election and all nominations must be sent to the club's president prior to the election meeting.

Section 2. Election Meeting and Transfer of Power

The election meeting will take place in-person, with the president discussing the roles and duties of each officer, as well as revealing the nominated members for each position. Voting for each position will take place through closed-ballot (either on paper or through a virtual voting system). The counting of votes will take place by an individual chosen by the executive board. An officer can only be elected by a majority vote by the active members attending the meeting. If a tie takes place, the vote will then be determined by the current executive board where a majority vote must occur. If any current officers are listed as one of the candidates, they are not eligible to vote in the tiebreaker. If a tie once again occurs, the position will be determined solely by the club advisor. Once the results are revealed/finalized, the presiding president will call for a transition meeting before the end of April to officially transfer responsibilities to the new committee.

Section 3. Special Elections

If an unexpected officer vacancy occurs due to removal, resignation, or surprise departure, a special election will take place in two weeks following the vacancy, following the procedures outlined for nomination and voting in Article V, Sections 1 and 2.

Article VI Dues:

Chi Epsilon Pi is pleased to provide its annual members and new members with affordable dues. Dues will be collected on a yearly basis with \$20 due at the beginning of a new academic year in the Autumn Semester. For members who completion of all requirements for induction into Chi Epsilon Pi midway into an academic year for Spring Semester. Members inducted at the beginning of Spring Semester of an academic year will pay due of \$10.

Article VI Advisor(s) Qualification Criteria

- Section A: Advisors of student organizations must be full-time members of the University faculty or Administrative and Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of one of these University classifications.
- Section B: Responsibilities and expectations of advisers should be:
 - The advisor shall assist the group in their execution of roles and responsibilities.
 - The advisor shall provide feedback to the organization regarding its operations and functioning.
 - The advisor shall serve as a resource.
 - The advisor shall provide advice upon request and should share knowledge, expertise, and experience with the group.
 - The advisor will be a nonvoting member of the organization.
 - The removal of the advisor should be by a two-thirds vote and recommendations for a new advisor.

Article VIII Amending the Constitution

- Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.