***Constitution of Pi Sigma Alpha, Omicron Chapter***

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

1. ***The name of the organization in full shall be Pi Sigma Alpha. Ohio State’s chapter is the Omicron Chapter and is acceptable to add onto the name in official communications.***
2. ***The specific purposes and objectives which the Organization shall be organized to pursue are intended to foster a strong sense of community within the political science department at Ohio State. We plan to do this through essay writing contests, speaker events, and collaborations with other student organizations to allow the department to have greater influence on campus life. As an honor society, we also aspire to motivate new and future political science students to succeed academically and join Pi Sigma Alpha in an effort to enrich themselves further in the field.***
3. ***The Ohio State University and Pi Sigma Alpha are committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.***
4. ***The Ohio State University and Pi Sigma Alpha do 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.***
5. ***As a student organization at The Ohio State University, Pi Sigma Alpha 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 - Qualifications and Categories of Membership***

1. ***As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Cabinet.***
2. ***There shall be three categories of membership in the society as follows: student, faculty, and honorary.***
3. ***Student members shall be initiated by a local chapter from among such undergraduate or graduate students of the institution in which the chapter is located as may meet the following qualifications.***
   1. ***Completion of at least 61 hours of course work toward the bachelor’s degree; at least half of their major course work (including at least five advanced courses), a 3.3 cumulative GPA or higher, and a 3.5 GPA or higher on all Political Science courses. Introductory courses are not included in a candidate’s evaluation.***
   2. ***Completion of at least half of their major course work (including at least five advanced courses).***
   3. ***Maintenance of a 3.3 cumulative GPA or higher, and a 3.5 GPA or higher on all political science courses.***
   4. ***Introductory courses are not included in a candidate’s evaluation.***

***The Chapter Advisor shall certify the eligibility of student initiates and shall advise student officers of the chapter of same. No election of initiates shall be necessary. Membership in Pi Sigma Alpha shall be conferred solely on the basis of eligibility standards specified in this Constitution and in the bylaws of the chapter and shall be irrespective of membership in or affiliation with any other organization or association. Chapters may not discriminate on any basis prohibited by law.***

1. ***Inductees may be removed from the Society with a ⅔ vote from the members.***
2. ***Any member of the faculty of the administrative department, school, or division in which a local chapter is located may be initiated into faculty membership by the chapter. Faculty members shall possess all the privileges and have all the responsibilities of student membership. No election is necessary for faculty membership. Faculty members serving as Chapter Advisors shall be granted membership gratis by the National Office.***
3. ***Any person of recognized ability and achievement in the field of political science may be elected an honorary member by this chapter by two-thirds vote of the members, a quorum being present.***

***No more than two honorary members may be elected by this chapter in any one year. Honorary membership may also be conferred by the National Office. Honorary members shall possess all the privileges of active membership. No person who is otherwise eligible for student membership at his or her institution but for deficiency of minimum qualifications elsewhere stated in this Article shall be eligible for honorary membership in any chapter.***

1. ***All persons duly initiated to membership (other than honorary) in any institution who are subsequently enrolled as students or are serving as faculty members in a different institution at which a chapter is located shall be deemed members of that chapter.***
2. ***Each member shall pay through the chapter such initiation fees and annual dues as may be set by the Cabinet. Nothing in this Section shall prohibit chapters from charging additional fees for chapter purposes.***
3. ***The Society may adopt the design of pins, keys, and other symbols of membership which shall be available for purchase on such terms and under such conditions as the National Office or the Cabinet may determine. The Council shall promulgate rules or guidelines for chapters and their members with respect to proper use of the name, symbols, and/or other indicia of the Society under terms of license.***
4. ***A student whose eligibility is formally certified by a local chapter and for whom the National Office has issued a membership certificate shall be considered a member of the Omicron Chapter of Pi Sigma Alpha for the remainder of their natural life, except that:***
   1. ***membership is not transferable to any other person;***
   2. ***membership may be formally terminated by the member by the tender of a written notice of resignation from the Society, delivered to the National Office and effective from the date of receipt of the notice;***
   3. ***membership may be revoked at any time by the Cabinet, in keeping with its powers under Article III of this Constitution, upon a showing and consideration of cause. Said revocation will be effective upon the final Cabinet vote, regardless of whether a member is timely notified of the action.***

***No category of membership in the Society shall be considered or construed to affect the status of a shareholder in any corporate entity, inclusive of the Society’s and shall not entail any corporate grant of power, authority, or legal status other than as may be enumerated in this Constitution or provided by subsequent action of the Cabinet.***

***Article III - Qualifications and Categories of Student Leadership and Removal Guidelines***

1. ***The Officers of the Organization shall be referred to as the Cabinet.***
2. ***The Officers of the Organization shall consist of a President, Vice President, Treasurer, Secretary, Grants Director, Marketing/PR Director, and Recruitment/Development Director. These officer positions can be updated to the need of the chapter, including the exclusion of certain positions. These roles, along with the Advisor to the Organization, shall constitute the Cabinet. Descriptions of all Officer positions are listed below:***
   1. ***The President of Pi Sigma Alpha serves as the leader and chief executive officer of the chapter. They are responsible for overseeing all chapter activities, ensuring that the chapter operates in accordance with the Pi Sigma Alpha national organization's guidelines and by-laws. The President presides over chapter meetings, sets the agenda for the year, and works closely with the chapter advisor and other officers to plan and execute events and initiatives. They represent the chapter in official communications and interactions with the university administration, faculty, and other student organizations. The President is also responsible for fostering a positive and inclusive environment within the chapter, promoting member engagement and participation, and upholding the values and mission of Pi Sigma Alpha.***
   2. ***The Vice President works with the President in the performance of chapter duties requested by the President. In the event of the absence, death, resignation, disqualification or removal from office of the President, the VP shall assume the duties of the President. They collaborate closely with the President and other officers to coordinate chapter activities and initiatives. The Vice President may be assigned specific tasks, such as overseeing committees or managing special projects. They support the President in maintaining effective communication with chapter members, university stakeholders, and the Pi Sigma Alpha national organization. The Vice President plays a key role in fostering collaboration and teamwork within the chapter, and they actively contribute to the planning and execution of events and programs.***
   3. ***The Secretary serves as the chief historian/recordkeeping officer and is responsible for maintaining accurate and comprehensive records of chapter activities, including meeting minutes, attendance, and official correspondence. They play a crucial role in facilitating communication within the chapter, ensuring that members are informed about upcoming events, deadlines, and opportunities. The Secretary assists in the coordination of chapter meetings, including scheduling, preparing agendas, and disseminating relevant materials. Additionally, and in the absence of the Marketing/PR Director position, they may be delegated with maintaining the chapter's online presence, including updating the website, maintaining email correspondence with chapter members, and managing social media accounts. The Secretary's attention to detail, organizational skills, and effective communication contribute to the smooth functioning of the chapter.***
   4. ***The Treasurer serves as the chief financial officer, managing the chapter's financial affairs and ensuring fiscal responsibility. They maintain accurate records of the chapter's financial transactions, including budgeting, tracking expenses, and reconciling accounts. The Treasurer works closely with the Pi Sigma Alpha national organization and the university administration to manage funds, obtain necessary approvals, and adhere to financial policies and procedures. They collaborate with other officers to develop and manage budgets for chapter activities and events. The Treasurer also plays a key role in fundraising efforts, seeking opportunities to secure additional funding or sponsorships for the chapter's initiatives. In the absence of the Grants Director position, the Treasurer will fulfill the requirements of the role as described below.***
   5. ***The Marketing/PR Director is responsible for promoting the chapter's activities and raising awareness of Pi Sigma Alpha within the campus community and beyond. They develop and implement marketing strategies, including creating promotional materials, managing social media platforms, and coordinating with campus media outlets. The Marketing/PR Director works closely with other officers to ensure effective communication with chapter members, alumni, and the broader public. They play a crucial role in enhancing the chapter's visibility, attracting new members, and maintaining positive relationships with external stakeholders.***
   6. ***The Recruitment/Development Director leads efforts to attract and retain members for the chapter. They develop and implement recruitment strategies and initiatives, such as organizing informational sessions, recruitment events, and membership drives. The Recruitment Director collaborates with other officers to create a welcoming and inclusive environment for potential members. They also work closely with the Secretary and Treasurer to manage membership records, dues collection, and member engagement. The Recruitment Director plays a key role in building a vibrant and diverse membership base that aligns with the chapter's goals and values.***
   7. ***The Grants Director identifies and pursues funding opportunities for the chapter's activities and programs. They research and apply for grants, scholarships, and other financial resources to support the chapter's initiatives. The Grants Director collaborates with the Treasurer and other officers to develop grant proposals, ensuring compliance with funding.***
3. ***No non-Ohio State undergraduate student shall be eligible to be an Officer of the Organization, no Ohio State non-Pi Sigma Alpha inductee shall be eligible to be an Officer of the Organization, and any inductee eligible to be an Officer of the Organization shall not be permitted to hold more than one office in that organization at any one time.***
4. ***Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Cabinet may act for removal upon a two-thirds affirmative vote.***

***Article IV - Election and Selection of Cabinet***

1. ***Any member interested in running for an executive office must formally express their interest to the current Cabinet. The letter of intent must be submitted to the organization's email at least 24 hours before the planned election time and should contain the candidate's desired position and qualifications. Elections will occur in the middle of the spring semester and each voting member will be allotted one vote for each position. Elected officers will serve for one academic year. There is no limit to the number of terms a member may serve in an executive role.***
2. ***If an executive must step down or leave for any reason, the remaining executive members shall plan an election to take place during a regular weekly meeting. This election shall follow the same guidelines as described above, excluding the time period, which will depend on the timing of the position's vacancy.***

***Article V - Selection of Advisor(s) or Advisory Board***

1. ***Advisors of Pi Sigma Alpha must be full-time members of the Political Science faculty. If a person is currently serving as an advisor who is not a member of the above classifications or changes are made in classification, a co-advisor must be chosen who is a member of these University classifications.***

***Article VI - Meeting Guidelines***

1. ***Meeting dates, times, and frequency will be set prior to the start of the academic year by the Cabinet upon election. It is imperative that Cabinet sets a time during the week that does not interfere with classes and works for the most members.***
2. ***In the event that a meeting or certain meetings necessitate a change in date, time, or frequency, the change must be explicitly communicated to all Organization members upon notice of the changes.***

***Article VII - Meeting Attendee Guidelines***

1. ***Pi Sigma Alpha inductees will be required to attend a set number of meetings as designated by the incoming Cabinet. Meeting attendance will serve to maintain eligibility of inductees as well as factor into candidacy for Cabinet elections in the spring semester.***
2. ***The organization reserves the right to address member or event attendee behavior where the member or event attendee’s behavior is disruptive or otherwise not in alignment with the organization’s constitution.***

***Article VIII - Methods of Amending the Constitution***

1. ***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 require a three-quarter majority of voting members (a quorum being present) or two-thirds of the entire voting membership of the organization, present or not. This constitution should not be amended easily or frequently.***
2. ***In the case general body membership is unable to provide their input, the Cabinet, including its advisors, reserves the right to amend this constitution annually before the organization registration deadline in the fall semester, but should not amend it frequently and without reason.***

***Article IX - Methods of Dissolution of the Organization***

1. ***In the event of perpetually unsatisfactory induction or attendance at events as determined by the Cabinet, dissolution of the organization may be initiated with a joint discussion between inductees, Cabinet, and select faculty members. In the event of an official dissolution or rendering the organization inactive, the Student Activities staff shall be promptly contacted to remove the organization from the website or alter its status.***