**Sigma Tau Delta, International English Honor Society Constitution**

**Date Established: November 1, 2023**

**Article 1: Name and Statement of Purpose**

As a chapter of Sigma Tau Delta, International English Honor Society, we strive to confer distinction for high achievement in English language and literature and connect our members to a larger international network. Our members aim to promote academic excellence, contribute to scholarship, and provide service throughout campus and our communities in our mission to foster literacy and stimulate academic, professional, and personal growth.

**Article 2: Non-Discrimination Clause**

Sigma Tau Delta does NOT allow and actively works against discrimination 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 basis in accordance with Ohio State University’s Student Organization Registration and Funding Guidelines within our organization and around campus.

**Article 3: Membership and Application Processes**

**Section 1: Membership Requirements**

Prospective members must meet the following requirements at the time of application:

1. Rank at least in the highest thirty-five percent of his/her class (a minimum 3.0 GPA on a 4.0 scale).
2. Have taken two college courses in English Literature beyond the usual requirements in freshman English (English 1101 and 1102).
3. Have completed 3 semesters or 5 quarters worth of college level coursework.

Interested students must apply to Ohio State’s local chapter in the Spring semester through our chapter’s digital form. Board members will then be responsible for examining each student’s application and discerning whether or not they meet society requirements. Students who meet requirements will be notified and be sent a formal invitation through email to join the university’s chapter. Upon acceptance, members will pay a one-time fee of $45 for a lifetime membership with the national society.

**Section 2: Suspension/Removal/Reinstatement**

Suspended members will have their status as a member of the larger national society rendered inactive upon suspension, and will therefore be unable to apply for national Sigma Tau Delta scholarships, events, and internships. Suspended members may still attend local chapter meetings and events.

Matters of suspension, removal and reinstatement will be monitored and overseen by members of the Board. Yearly surveys will be sent to members to assess their GPA, their experience in the club, and any concerns they may have, which will allow Board members to monitor violations of behavior or GPA requirements.

If it is raised to the attention of a Board member that a member is in violation of the anti-discrimination policy, both the party responsible and reporting party will be met individually. The case will be handled by the Board with the consultation of the advisor and the responsible member’s status will be put to a Board vote.

If a member falls below the GPA requirement of 3.0, they will be notified, through email, of their automatically suspended status at the beginning of a new semester. Failure to raise their GPA by the next semester will result in termination (the removal of their status as a member of the society from the national organization’s database).

1. Members who violate the anti-discrimination policy will be terminated.
2. Members who fall below GPA requirements will be suspended.
3. If a suspended member increases their gpa, they may petition to be reinstated.

D. In the case of an undue termination or extenuating circumstances, a student can petition to appeal the decision.

Students who wish to appeal may contact the organization’s Vice President expressing their intent to do so. They will be asked to write a formal letter of appeal upon which the Board will consider their appeal and vote whether to reinstate the member or maintain suspension/removal status. The advisor will be consulted in this process before the final vote is decided.

**Article 4: Officer Titles, Duties, and Election Process**

**Section 1: Roles and Responsibilities**

All officers serving on the Executive Board shall work towards the purpose stated in Article 1 of the constitution and serve as advocates for the concerns of club members and other English majors and minors. Individual officer roles and their duties are as follows:

1. The **President** or Primary Leader heads meetings and plays a large part in organizing and overseeing club activities and any events in conjunction with the university.
	1. Iaccile Acapulco
2. The **Vice President** or Secondary Leader serves as the primary figure managing the club’s social media as well as matters of outreach and recruitment.
	1. Ali Sebenoler
3. The **Treasurer** is responsible for managing and processing the club’s dues, funds, and expenses.
	1. Wonjoo Lee

**Section 2: Term Length**

The term of office for Executive Board officers shall be one year or until their successors are elected.

**Section 3: Process of Election**

1. Executive Board officers will accept applications and facilitate interviews for prospective Executive Board members. If a supervising professor wants to be involved with interview/selection processes for officers, this is an option.
2. Applications shall be open for one month.
3. Release of executive membership applications shall take place during mid-February and close by mid-March. Official declaration, and training shall take place after Spring Break.

**Section 4: Resignation**

An officer may voluntarily resign from their position with a two-week notice presented in advance to the president or treasurer.

**Section 5: Forced Removal**

1. An officer who fails to perform their ascribed duties will be subject to forced removal of office by a majority vote by the Executive Board.
2. Only after a single explicit warning of said failure by the Executive Board may this forced removal occur.
3. All members of the Executive Board must be present for a forced removal vote to occur.

**Article 6: Advisor Responsibilities**

**Section 1:** **Duties**

The advisor(s) shall be members of the English Department. The duties of the advisor(s) are as follows:

1. To serve as liaison between undergraduate English-related student organizations
2. To provide staff support for promotion of all regular programming, including social and philanthropic
3. To be aware of organizational funds, given twice per academic year by Treasurer, one given at the beginning of said academic year, and one at the end
4. To work towards the purpose of the constitution as stated in Article II.

**Section 2: Resignation**

An Advisor may voluntarily resign from his or her position with a one-month notice presented in advance to the president. If the organization adviser fails to perform their ascribed duties they will be subject to forced removal of office by a majority vote by the Executive Board.

**Article 7: Constitutional Amendments**

The constitution can be amended when the board members come to a majority vote on an issue with the current form and a viable solution to fix that issue. The constitution can be proposed to be amended whenever a member sees fit.