

CONSTITUTION OF CHI ALPHA CHRISTIAN FELLOWSHIP

ARTICLE I – NAME

The name of this organization shall be Chi Alpha Christian Fellowship (XA) at The Ohio State University, Columbus, OH. This will be the special name and acronym used to refer to our group on and off campus and among other organizations.

ARTICLE II – MISSION

The mission of Chi Alpha shall be to develop the spiritual life and abilities of the students in relation to God, to each other, and to the world at large within a Pentecostal Christian context and in a manner consistent with the teachings of the Assemblies of God USA. As part of this mission, Chi Alpha seeks to introduce fellow collegians to an authentic relationship with Jesus Christ. Chi Alpha plans to do this through:

1. **Prayer** - Communication with God.
2. **Worship** - Expressions of thanks through word, music, and service
3. **Fellowship** - Community of students developing quality relationships.
4. **Discipleship** - Learning about Jesus and following His example.
5. **Mission** - Living a life that reflects our relationship with God in what we say and do.

ARTICLE III – MEMBERSHIP

Section 1: General Membership

All meetings and activities of Chi Alpha are open to all regularly enrolled students, faculty and staff. Anyone who desires to participate in the meetings and activities may become a general member.

Section 2: Voting Membership

A: Eligibility

All regularly enrolled students are eligible for voting membership who are invited by a current voting member in good standing and affirmed by the current Officers. Membership affirmations must be made at least once each year but can also be done as needed.

B: Criteria

Those invited to voting membership shall:

- i. express interest in becoming a member once invited.
- ii. attend at least 1 non-membership meeting during the most recent semester.

- iii. have been a member of a Chi Alpha small group for six months.
- iv. embrace the purpose of the chapter as stated in Article II of the Constitution.

C: Membership Selection

Voting members will be admitted by fulfilling the criteria above and putting their name in the roster during the spring semester.

D: Removal

Voting and non-voting members shall be eligible for removal by vote of the officers after missing four successive meetings. Instead of removing these members, the officers may also vote to place them on the inactive roster. Those on the inactive roster shall be suspended temporarily from voting and may seek approval from the officers for reinstatement after attending a non-Membership meeting (provided they still fulfill all other membership requirements).

Section 3: Non-Discrimination Policy

General Membership and participation is free from discrimination against any individual(s) 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.

ARTICLE IV – OFFICERS

Section 1: Titles

The offices of this chapter shall be president, vice-president, treasurer, secretary, and Student Government Representative and Alternate.

Additional leaders: the current officers, in consultation with Chi Alpha staff, shall select additional leaders that are able to serve the chapter as needed for a one-year term.

Section 2: Responsibilities

i. President

The President shall serve as the chief executive officer of the organization, shall preside at all meetings of the organization and shall prepare the agenda for meetings. The President shall be the official spokesperson of the organization, representing the policies, views, and opinions of the organization in its relations with the campus and community at large. The President shall have such further powers and duties as may be prescribed by the organization.

ii. Vice President

The Vice President shall preside at organization meetings in the absence of the President. The Vice President shall take minutes at all official membership meetings of the organization, keep these on file, and submit required copies to all organization members. The Vice President shall be responsible for all organization correspondence and shall keep copies thereof on file. The Vice President shall maintain membership records for the organization. The Vice President perform all legal duties assigned by the President. The Vice President shall assume the office of President if the office becomes vacant.

iii. Treasurer

The Treasurer shall handle all financial affairs and budgeting of the organization, maintain all necessary accounting records, and prepare end of semester financial reports for the membership. Said records shall be maintained in accordance with generally accepted accounting principles. The Treasurer shall collect and deposit all dues and fees. The Treasurer shall maintain university bank accounts in the organization's name, requiring signatures of both the Treasurer and President for authorized disbursements.

Section 3: Officer selection

A: Procedures

The selection of officers shall be conducted during spring semester. Their term shall be one year long beginning in the first Term after their selection. The date of selection shall be announced to the members at least two weeks in advance.

B: Offices for Selection:

The offices of president, vice president, and treasurer shall be selected from among active members of the chapter.

C: Nominations

- i. Officer nominees must be in good standing and regularly enrolled students at the University.
- ii. Attendance requirement: Officers nominees must themselves be voting members according to Section III.2 for at least 1 semester. During this time, they must also have attended at least 75% of weekly large group meetings and at least 75% of any membership meetings (unless they were not in residence due to participation in an off-campus study abroad program or internship).
- iii. Interview: After submitting an application, officer nominees must be interviewed by the Executive Committee.
- iv. Knowledge requirement: Officer nominees must complete the chapter's leadership application, which will include information demonstrating (a) the applicant's skill in providing spiritual leadership for the chapter, including leading Bible studies, explaining the content of the faith, and ministering to others; (b) knowledge of an agreement with the chapter mission; and (c) an understanding of how to model the values of the organization for the rest of the membership.

- v. Officer nominees must share Chi Alpha's beliefs as stated in Article II of the Constitution and embrace and be willing to actively work toward the mission of the chapter as stated in Article II of the Constitution.
- vi. No member may hold more than one office.

Section 4: Removal Process

The process for removal of any officer shall be commenced by a written request for removal signed by at least two voting members and delivered to the Executive Committee. The officer shall have one week to prepare a written response to the request and shall have the opportunity to meet with the Executive Committee to speak with them about the request and response. Should the Executive Committee find grounds for an officer's removal the matter will be referred to the voting membership. No officer shall be removed without the vote of the majority of the membership present at a Membership Meeting as prescribed in Article VI.

Notwithstanding the procedures outlined in the previous paragraph, any misrepresentation in the officer's leadership application or change in an officer's representations regarding the beliefs and mission of Chi Alpha (and, hence, their ability to communicate the messages of the Chapter accurately) shall be grounds for the immediate review of the officer's position by the Executive Committee. If, after review, the Executive Committee decides that the officer can no longer effectively represent Chi Alpha or further its mission, the Executive Committee may remove the officer by a majority vote of the Executive Committee.

Section 5: Vacancy

Should an officer's position become vacant before the usual end of the officer's term, the Executive Committee shall appoint an interim officer who meets the criteria for the office in question as well as the criteria in Section III.C.

ARTICLE V – MEETINGS

Section 1: Types of Meetings

- A. Membership Meetings: Formal meetings of the voting membership to conduct a vote.
- B. Large and Small Group Meetings: Regularly scheduled meetings for all members to attend.
- C. Additional Meetings: Gatherings, in addition to regularly scheduled meetings, which are open to all members.

Section 2: Quorum for Membership Meetings:

In order to conduct a vote of the voting members, at least half of the voting membership must be present at the meeting.

Section 3: Purpose of Meetings

Meetings shall be held to further the mission of the Chapter, and shall include regular times of prayer, worship, fellowship, discipleship (including Bible study), and instruction in missional living, all consistent with the teachings of the Assemblies of God USA. The officers, in consultation with Chi Alpha staff, shall determine the frequency, time and place, and agenda of the various meetings.

Large group meetings typically occur weekly during the school year, breaking when instruction ends and during school vacation periods. Small group meetings (Discussion Groups: book or Bible based) also meet weekly within the same parameters. Other meetings necessary to advance the purposes of the Chapter will be held as occasion warrants.

ARTICLE VI – ADVISORS

Section 1: Faculty/Staff Advisor

The organization shall appoint an individual employed as a faculty or staff member by the University to serve as the university advisor to this organization. Auxiliary staff and student assistants are not eligible to serve as advisors. The advisor shall fulfill the responsibilities specified in the Student Organizations Handbook. Advisors shall serve on an academic year basis or until their successor has been selected.

Section 2: Community Advisor

The organization shall maintain the prerogative to also appoint a community advisor(s) representing the national Chi Alpha organization.

ARTICLE VII – EXECUTIVE COMMITTEE

Section 1

The Executive Committee shall consist of the advisors plus the student officers.

Section 2

The Executive Committee shall meet weekly during the academic year. Special meetings may be called by the President or a majority of the Executive Committee. All members must be given 24 hours' notice of the meeting. A quorum shall consist of a majority of the Executive Committee members.

Section 3

When necessary, Executive Committee business can be conducted via email or via online meetings.

Section 4

The Executive Committee shall have general supervision of the affairs of the organization between meetings and is authorized to take action when action must be taken prior to the next meeting.

Section 5

In order to further Chi Alpha's mission, the Executive Committee shall evaluate all officer nominees and existing officers to ensure that they have the skills and qualifications necessary to regularly lead the individual, small and large group meetings that are held to further that mission.

ARTICLE VIII – CHAPTER AFFILIATIONS

The chapter shall seek a charter annually with Chi Alpha Campus Ministries, USA ("National Chi Alpha") because of the common goals which both organizations pursue. Chi Alpha is a national organization whose offices are located at 1445 N. Boonville Avenue, Springfield, MO 65802. Affiliation with Chi Alpha is a privilege. National Chi Alpha reserves the right at any time and for any reason to withdraw its charter from a chapter. In the event that National Chi Alpha rejects this chapter's charter, this chapter commits to change its name to omit any of the names identified in Article I to prevent confusion.

ARTICLE IX – DISSOLUTION OF ORGANIZATION

If at least two-thirds of the Executive Committee is unable to reach an agreement on a matter relating to the mission of the chapter as set out in Article II, the chapter shall be automatically dissolved.

Upon dissolution, all uncommitted funds and property shall be turned over to another Christian ministry at the University as voted upon by the remaining members. If there should be no members, all assets shall revert to the following organizations:

- i. District Chi Alpha
- ii. National Chi Alpha

ARTICLE X – PROVISION FOR BY-LAWS

By-laws shall be established or amended by a simple majority of the voting membership at any publicly announced Membership meeting.

ARTICLE XI – PROCEDURE TO AMEND CONSTITUTION

Amendments to the Constitution may be made by a two-thirds vote of a quorum (representing one-half of the voting membership) present at any membership meeting of this chapter, provided that the proposed amendment(s) shall have been deposited in written form with the secretary, reviewed by the officers, and presented in published form to the members at least

two weeks prior to the date of voting. Articles I and II may not be amended without the approval of National Chi Alpha.

This constitution was adopted on April 24, 2025 and most recently revised on April 24, 2025.