

# **SPHINX Senior Honorary**

## **SPHINX CONSTITUTION**

SPHINX - founded in 1907 at The Ohio State University; Columbus, Ohio

### **ARTICLE I. NAME AND OBJECTIVE**

**Section A.** The name of this society shall be “Sphinx.”

### **ARTICLE II. ORGANIZATION PURPOSE**

**Section A.** The purpose of this society shall be:

- 1.) to promote the general welfare of the University
- 2.) to perpetuate a society of representative seniors at The Ohio State University
- 3.) to cement more firmly the friendships of upper-class associations
- 4.) to foster a spirit which will ever remind us of the loyalty we owe our university and serve to preserve inviolate our friendship during our natural lives.

### **ARTICLE III. UNIVERSITY REGULATIONS**

**Section A.** Harassment and Discrimination, including Sexual Misconduct

*SPHINX Senior Honorary agrees that it will not engage in sexual misconduct nor any harassment or 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 the Student Organization Registration Guidelines.*

**Section B.** Hazing

*SPHINX Senior Honorary agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.*

**Section C.** Bylaws

*SPHINX Senior Honorary retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the*

*requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

## **ARTICLE IV. MEMBERSHIP**

### **Section A. Membership Eligibility**

1. A maximum of twenty-four students may be selected each year. Eligible students must have completed a minimum of sixty academic credit hours at the conclusion of the Autumn Semester immediately preceding the Spring Linking Ceremony.
2. Students must hold a cumulative GPA of 3.00 or higher and be enrolled at any campus of The Ohio State University.
3. Eligibility is based on demonstrated excellence in academic work, leadership in university activities, and personal qualities that have contributed meaningfully to advancing the interests of the University. All qualified students shall receive equal consideration.
4. Students may apply to only one class honorary per academic year. Membership in more than one class honorary during the same year is not permitted.
5. 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, political views, or any other bases under the law.
6. No person shall be denied membership in Sphinx because of race, gender, color, national origin, religion, age, political views, veteran status, sexual orientation, or disability.
  - i. *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.*
  - ii. *As a student organization at The Ohio State University, SPHINX Senior Class Honorary 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>.*

*iii. 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](mailto:titleIX@osu.edu).*

## **Section B. Member Selection**

1. Non-members may become candidates for membership by voluntarily submitting themselves for consideration through the organization’s application process.
2. Each active member shall submit a written list of candidates during a meeting convened for the specific purpose of member selection.
3. Each active member may vote for up to the number of student and/or honorary candidates necessary to complete the class.
4. A candidate becomes a member upon receiving affirmative votes from at least seventy-five percent of all active members.
5. Three honorary members may be selected annually, with due regard to Article III, Section A3. Two of the honorary members will be chosen by the active class from a list of candidates submitted by the active class. The third honorary member will be chosen by the active class from a list of three candidates submitted by the non-student members of Sphinx Council. As with the selection of new student links, selection of an honorary member requires the support of 75% of the active class. An honorary member shall not be considered as one of the twenty-four active members.

## **Section C. Membership Timeline**

1. Students selected into the organization are designated as “links” and remain active members until the Spring initiation of their graduating year, for up to one year, whichever occurs first, unless otherwise removed in accordance with this Article.
2. Active membership is terminated upon graduation with an undergraduate degree. A member whose graduation or disinvolvement occurs after the start of the selection process for new members may retain active status until those procedures conclude.

## **Section D. Member Removal**

1. Members who fail to uphold the standards, values, or responsibilities of SPHINX Senior Class Honorary may be subject to removal.
2. The removal process shall be initiated by a written petition submitted to the President by at least two members of the Executive Board or by a majority of the general membership. The President must then notify the member in question and provide an opportunity for them to respond before a vote is held.
3. A vote of the Executive Board shall determine whether removal is warranted. Removal requires a two-thirds (2/3) majority vote of the current link members. The Advisor shall be notified of all removal proceedings and may serve as a non-voting consultant during deliberations.
4. Members who are removed may appeal against the decision in writing to the Advisor within one week of notification.
5. Active membership is suspended upon
  - i. disinvolvement from the University, or
  - ii. non-fulfillment of financial obligations, and is terminated upon graduation with an undergraduate degree. However, a member may continue active status if one of the above conditions occurred after the commencement of selection procedures of new members. In this case, active status may be continued until the selection procedures are completed.
6. Upon ascertaining that the qualifications for membership at the time of linking were not fulfilled or upon determining that a member is guilty of conduct derogatory to the best interest of Sphinx, membership, as well as all rights and privileges, present and perpetuating, may be terminated by a unanimous vote, save that person's own, of the class into which that person was linked.
7. The membership removal process will be facilitated by the Executive Board, which is responsible for presenting the concern to the class, sharing relevant information, and ensuring a fair and transparent process.
8. The decision to remove a member rest with the entire active class into which that person was linked.
9. A member may be removed from active membership following a two-third vote of the active class. This vote must occur during a formally convened meeting with quorum present.

## **ARTICLE V. ADVISOR**

### **Section A. Advisor Duties and Responsibilities**

1. The advisor(s) shall be non-voting members and must be faculty or staff members of The Ohio State University. The advisor(s) shall not be included in the active membership number of twenty-four.
2. The advisor(s) shall provide consultation to the organization, including consultation during officer removal processes.
  - i. Complete advisor training every two years
  - ii. Complete the anti-hazing training module available on BuckeyeLearn or through [stophazing.osu.edu](http://stophazing.osu.edu)
  - iii. Submit online approval of the organization's registration every year
  - iv. Submit online approval of the organization's goals every year
  - v. Submit online approval of any Council on Student Affairs (CSA) Operating or Programming funds requests initiated by the organization's treasurer
  - vi. Follow applicable laws, regulations, university rules, policies and guidelines
  - vii. Complete relevant reporting obligations

**Section B. Advisor Term**

1. The term shall be one year with the opportunity to be reappointed.

**Section C. Advisor Selection**

1. Advisor(s) must be current faculty or staff members of The Ohio State University for the duration of their service.
2. The organization shall select advisor(s) who meet the eligibility requirements stated above. Current members of Sphinx will identify potential advisor candidates through nominations and discussion. The nominees' willingness to serve shall be confirmed prior to consideration.
3. Following discussion, the Executive Board will vote to confirm the advisor. A **simple majority vote** (more than half of votes cast) by the Executive Board members present is required for appointment.
4. Once selected, the advisor's name shall be submitted to the Office of Student Life for official recognition.

**Section D. Advisor Replacement**

1. If an advisor is unable to continue in their role, a new advisor shall be selected following the same process and eligibility requirements used for advisor selection.

## **ARTICLE VI. ORGANIZATIONAL LEADERSHIP**

### **Section A. Officer Positions**

1. ***President***
  - Presides over meetings of the organization
  - Official representative/spokesperson of the organization
  - Needs to be available for **both semesters** of the next academic year
2. ***Vice President***
  - Back-up for the president
  - Co-chairs the Sphinx/Mortar Board Faculty/Staff Reception with a co-chair from Mortar Board
  - Coordinates the Formal Initiation ceremony
  - Needs to be available **at least spring semester**
3. ***Secretary (Recording)***
  - Takes minutes for the meetings
  - Coordinates organizational communication – including typically serving as the listserv manager
  - Serves as “Secretary-for-life” (ongoing communication link for the class)
  - Serves as the “default” historian if one is not chosen
  - Needs to be available **both semesters** in the next academic year
4. ***Treasurer***
  - Keeps track of organizational expenses, pays invoices
  - Assists with the annual budget for Sphinx Council
  - Manages dues collection, t-shirt/sweatshirt/plaque ordering, and Linking pictures
  - Needs to be available **both semesters** in the next academic year
5. ***Sergeant-at-Arms***
  - Chairs the selections and Linking process
  - Needs to be available for **both semesters** of the next academic year, ***busiest time is Jan - April***
6. ***Chaplain***
  - Plans ice-breaker activities at beginning of meetings
  - Assists with creating opportunities for membership to engage and share throughout meetings and outside of them

### **Section B. Officer Eligibility**

1. Officers must be active members who are able to perform the duties of their respective offices during the ensuing academic year.

2. Primary Leader and Treasurer must be enrolled as full-time students; Secondary Leader(s) must be student(s) in good standing.

**Section C. Officer Selection Process**

1. Permanent officers shall be elected by the active membership at the first meeting following Spring initiation.
2. All active members present at this meeting are eligible to vote in officer elections. Voting shall occur separately for each officer position as outlined in this Article.
3. An individual is selected to serve as an officer upon receiving a simple majority vote of the active members present. If no candidate receives a simple majority on the first ballot, additional rounds of voting will be held until a candidate achieves the required margin.

**Section D. Officer Removal**

1. If an officer conducts themselves in such a manner deemed detrimental to advancing the purpose of Sphinx, or is delinquent in performing their officer duties, he or she can be removed through a two-thirds of the vote of the acting class.
2. If an officer resigns, becomes ineligible, or is otherwise unable to fulfill the responsibilities of their office, the vacancy shall be filled using the same procedures used for selecting officers.

**ARTICLE VII. ORGANIZATION DISSOLUTION**

**Section A. Dissolution Requirements**

1. The organization may be dissolved only upon a formal vote of the active membership.
2. A proposal for dissolution may be introduced by the Executive Board or by a written petition signed by at least one third of the active members. Once introduced, the Executive Board shall schedule a dissolution meeting and notify the membership.

3. Dissolution requires approval by two-thirds vote of the active members present at the scheduled meeting. Quorum must be met for the vote to occur.
4. Prior to any vote, the Executive Board must present:
  - i. a documented rationale for dissolution,
  - ii. an overview of the organization’s current obligations, assets, and liabilities, and
  - iii. a proposed plan for settling all financial matters.

**Section B. Dissolution Procedures, including Assets and Debts**

1. If dissolution is approved, the Executive Board, in coordination with the Advisor and Treasurer, shall be responsible for carrying out all actions required for dissolution.
2. All outstanding debts must be resolved before the organization is formally dissolved.
  - i. Existing assets shall be used first to settle all outstanding debts.
  - ii. If debts exceed available assets, the Executive Board will work jointly with the Advisor and the SPHINX Alumni Association to secure the necessary funds to resolve all remaining obligations.
  - iii. Under no circumstances may any debt be transferred to The Ohio State University or any of its entities.
3. After all debts are satisfied, any remaining assets shall be transferred to another nonprofit or university-affiliated organization with a similar mission.
4. Once all obligations are resolved and assets are properly transferred, the Executive Board shall notify the Advisor, Student Activities, and all relevant University offices that the organization has completed all steps according to the dissolution procedures in this constitution.

**ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

**Section A. Amendment Process**

1. This constitution may be amended by a vote of two-thirds of the members.
2. Amendments to this constitution may be proposed at any regular meeting of Sphinx. Proposed amendments shall be voted upon at the next regular meeting.

THIS CONSTITUTION WAS REVISED: 1966, 1972, 1977, 1982, 1987, 1987, 1991, 2006, 2007, 2012, 2020, and 2025