

The Constitution  
of  
The Clarion University of Pennsylvania Chapter  
of  
The Society of Physics Students

Article I  
Name

The name of this organization shall be “The Clarion University of Pennsylvania Chapter of the Society of Physics Students”.

Article II  
Purpose

The purpose of this Chapter shall be the advancement and diffusion of knowledge of the science of physics and the encouragement of students’ interest in physics throughout the academic and local communities.

Article III  
Membership

Section 1. Membership in this Society of Physics Students Chapter shall be open to all individuals interested in physics and currently enrolled students.

Section 2. Membership in Sigma Pi Sigma, the physics honor society included within this Society of Physics Students Chapter, shall be based upon character and academic and professional attainments and is not restricted to physics majors. Election to Sigma Pi Sigma membership shall be conducted by the active Sigma Pi Sigma members from among those candidates presented by the Sigma Pi Sigma membership nominating committee appointed by the Chapter Advisor.

Clause 1. For undergraduate students in physics or related fields, the minimum requirements for Sigma Pi Sigma membership within this chapter shall be as follows:

- (a) All members elect shall have completed at least the equivalent of three semesters of full-time college work.
- (b) All members elect shall have completed at least three semester courses in physics, each of at least three credit hours, which may be credited toward a physics major.
- (c) All members elect shall have attained at least a 3.0 grade point average on a 4.0 system for physics courses and for cumulative course grades in all courses.

Clause 2. For undergraduate students in physics or related fields, all members elect either (a) shall meet the requirements for undergraduate members elect, based upon their undergraduate records, or (b) shall have completed at least one year of graduate work, meeting departmental standards for satisfactory progress towards advanced degree.

Clause 3. For faculty members, research staff members, and other qualified individuals, who are in physics or related fields, election to membership shall be based upon their professional attainments.

Article IV  
Officers

- Section 1. The officers of the Chapter shall be a President, a Vice President, a Secretary, and a Treasurer; succession shall be in accordance with this order. Any two of the last three offices may be combined. These officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by this Chapter.
- Section 2. Officers shall be elected at a scheduled meeting in April of each year. Nominations shall be by open nomination at a meeting in the previous month. The election shall be by closed ballot. Officers elect shall assume their offices immediately following the election and shall hold office for one year or until their successors are duly elected.
- Section 3. The President shall be the official chief executive officer of the organization. The duties of the President are:
- (a) to exercise general supervision of the members and committees of the organization.
  - (b) to preside at all meetings, and to call special meetings of the organization
  - (c) to perform all other obligations and/or tasks placed upon the chief executive officer of the organization.
- Section 4. The duties of the Vice President shall be:
- (a) to exercise general supervision of members and the organization in the absence of the President
  - (b) in the event of resignation or permanent disability of the President to succeed him until a special election has been held to fill the vacancy
  - (c) to act as the liaison between the members and the President
  - (d) to act as the coordinator of all committees.
- Section 5. The duties of the Secretary shall be:
- (a) to keep accurate and complete records of all business conducted during meetings and otherwise
  - (b) to prepare written minutes for presentation at all meetings
  - (c) to secure and maintain all records of the organization
- Section 6. The duties of the Treasurer shall be:
- (a) to coordinate all organizational and committee finances
  - (b) to collect all dues and assignments of the organization
  - (c) to manage and pay all bills, and maintain permanent records of all receipts of the organization
  - (d) to give periodical financial reports at regular meetings
- Section 7. Upon the installment of a Sigma Pi Sigma Chapter within the Society of Physics Students Chapter, one of the Officers, who is a Sigma Pi Sigma member, and the Chapter Advisor shall be given specific responsibility for the affairs of the Sigma Pi Sigma Chapter.

## Article V Chapter Advisor

The Chapter Advisor shall be a faculty member appointed by the Chairman of the Physics Department, after consultation with the chapter officers. The Chapter Advisor shall provide liaison among the Chapter, the Physics Department, and the National office of the Society of Physics Students. The Chapter Advisor will supply counsel to the Chapter, furnish continuity of experience in chapter operations, and provide long range perspective to insure departmental interest in and support of the Society of Physics Students. The Chapter Advisor shall assist the Secretary in furnishing the National Office with the required data and shall assist the Treasurer in transmitting fees and dues to the National Office.

## Article VI Meetings

Regular meetings shall be held monthly as determined by the officers. Special meetings may be called by the President or Vice President. There shall be at least six meetings per year.

## Article VII Finances and Funding

### Section 1. Dues

- (a) Dues amounts shall be established per semester for all members who wish to become active
- (b) Dues shall be collected by the treasurer in addition to the dues required by the National Office
- (c) Dues shall be decided by an absolute majority of those present at the first meeting of each semester

### Section 2. Funding

- (a) Financial assistance will be requested from the Student Senate with knowledge that this request may be denied.
- (b) The organization shall obtain additional funding through various fundraising activities; sponsored in accordance with the rules and regulations of the college and community.

## Article VIII Rules of Order

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Chapter may adopt.

Article IX  
The Constitution

Section 1. Amending the Constitution

- (a) All constitutional amendments must be submitted to active membership in writing at two consecutive meetings.
- (b) An absolute majority vote of the active membership is required to adopt the amendment.
- (c) Amendments that are approved by the necessary majority shall then be submitted for the approval of the President of Clarion University of Pennsylvania, the Student Senate, the Vice President of Student Affairs, and shall conform to the regulations established by the National Constitution of the Society of Physics Students.

Section 2. Suspension of the Constitution

- (a) The removal of a section in the Constitution requires:
  - 1. A motion made by an active member regarding the said section.
  - 2. (and) A second made by another active member of the organization.
  - 3. The said motion must then be reviewed by the Executive Board.
  - 4. After the review by the Executive Board, the said motion is voted on and passed only by absolute majority vote of the active membership.
- (b) The suspension becomes effective at the end of the meeting which it was voted on and upon approval by the President of the Clarion University of Pennsylvania, Vice President of Student Affairs, and Student Senate.

Section 3. Accepting the Constitution.

Acceptance of the Constitution requires a statement of simple majority vote of the active membership.

Article X  
Ratification

This Constitution shall be ratified by the acceptance of a simple majority vote of active members and the approval of the President of Clarion University of Pennsylvania, the Vice President of Student Affairs, and Student Senate.

Chapter Bylaws

- 1. These bylaws can be amended by a two-thirds vote provided that the amendment shall have been proposed at least one meeting prior to the time of the vote.
- 2. No vote can be taken unless  $\frac{1}{2}$  plus one of the active membership is present
- 3. Additional officers may be elected or appointed as needed by the organization.
- 4. Regular meetings will be tentatively held on the first Thursday of the month and will be announced on CUConnect.
- 5. Special meetings shall be called by the President, Executive Board, or  $\frac{1}{3}$  of the active members of the organization. Members must be notified 24 hrs prior to a special meeting.