

CONSTITUTION

OF

***PSI CHI, THE NATIONAL HONOR SOCIETY IN
PSYCHOLOGY***

***THE PENNSYLVANIA STATE UNIVERSITY-
HARRISBURG CHAPTER***

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CHAPTER

ARTICLE I. NAME

The name of this organization shall be The Pennsylvania State University-Harrisburg Chapter of Psi Chi.

ARTICLE II. OBJECTIVES

The objectives of this organization shall be:

- A. To provide academic recognition to its inductees by the mere fact of membership.
- B. To encourage, stimulate, and maintain excellence in scholarship and to advance the science of psychology.
- C. To make active attempts to nourish and stimulate professional growth through programs designed to augment and enhance the psychology curriculum.
- D. To provide practical experience and fellowship through affiliation with the chapter.
- E. To provide a local, regional, and national forum for obtaining information and developing perspectives about the field of psychology
- F. To facilitate leadership development, interaction with other students who have similar interests, and service to Penn State Harrisburg and the Psychology Department sponsoring Psi Chi.

ARTICLE III. MEMBERSHIP

Membership is open to graduate and undergraduate men and women who are making the study of psychology one of their main interests and who meet the minimum qualifications set by the National Council of Psi Chi as follows:

- ✓ Psychology major who has a psychology and overall GPA of 3.0.
- ✓ In the top 35% of the class.
- ✓ Have a completed at least 3 approved psychology courses here at Penn State (or completed 2, and be currently registered for at least one additional approved psychology course).

Membership is for life. The national registration fee of \$35 is the only payment ever made to the national organization, which does not charge dues. There is also a one time local chapter fee is \$10. Active members receive a membership card and certificate and through chapter mailings, copies of the Psi Chi Newsletter. After graduation, members may subscribe to the quarterly newsletter for \$6.25 a year.

ARTICLE IV. OFFICERS

The elective officers of this organization shall be a President, Vice President, Secretary, and Treasurer.

ARTICLE V. ELECTION OF OFFICERS

- Section 1.** Elections for office shall be held during the last month of the spring semester.
- Section 2.** Term of office shall be for one year beginning at the last meeting of the spring semester and expiring at the last meeting of the following spring semester.
- Section 3.** Nominations will be made at the meeting preceding the final meeting of the spring semester.
- Section 4.** All officers shall be chosen by ballot and the plurality of the votes cast will determine the new officer.
- Section 5.** If both the positions of President and Vice President become vacant, there will be an election for both positions. The first meeting following the notice of dual vacancy will be called to order by the Faculty Advisor.

The nominations shall be made from the floor and the election will be held at the first meeting following nominations. Plurality of the votes cast will determine the new officer.

Section 6. If the elective position of President becomes vacant, the vice President shall automatically become President.

Section 7. If any of the elective positions of Vice President, Secretary or treasurer becomes vacant, there will be an election for that position. The President will call for nominations from the floor at the first meeting following the notice of vacancy and the election will be held at the first meeting following nominations. Plurality of the votes cast will determine the new officer.

ARTICLE VI. DUTIES OF OFFICERS

Section 1. The duties of the President are as follows:

- a. Call the meetings to order and preside at all meetings.
- b. To announce the business before the chapter.
- c. To preserve order and decorum, and to be familiar with parliamentary procedure.
- d. To appoint and establish any necessary committees, and serve as an ex-officio member on all committees. To appoint a committee annually to review/revise the constitution.
- e. To cast the deciding vote in the event of a tie.
- f. Represent the organization at all times.

Section 2. The duties of the Vice President are as follows:

- a. To be ready to assume duties of the regularly elected President in the absence of that officer.
- b. To serve as program chairperson.
- c. To coordinate all committee, and to head the committee reviewing/revising the constitution.

- d. To review the financial records with the Treasurer prior to the last meeting of the spring semester.
- e. To introduce speaker at meeting.
- f. To obtain facilities for meetings.

Section 3.

The duties of the Secretary are as follows:

- a. To keep an accurate record of the proceedings/minutes of each meeting, and to read them at meetings of the chapter or circulate them to the member
- b. To prepare an order of business for the President of the chapter.
- c. To keep a list of all committees of the chapter.
- d. To handle written correspondence and hold custody of all papers of the chapter not in the custody of other officers or the Faculty Advisor.
- e. To sign the chapter's order to the Treasurer for the disbursement of any of the chapter's funds.
- f. To see that the registration cards are properly filled out and sent to the National Office before the induction takes place.
- g. To see that the key order forms are properly filled out, signed, and sent to the National Office for approval.
- h. To send news of the chapter activities regularly as they take place to the National Office for publication in the Psi Chi Newsletter.
- i. To receive and distribute all materials from the National Office.
- j. To report the the National Office elections of officers as they take place.

Section 4,

The duties of the TREASURER shall be as follows:

- a. To follow the budget guidelines of the Student Government Association (S.G.A). To deposit all funds with the Associated Student Activities and to pay out funds only on the order of the chapter.
- b. To present to the Chapter an annual report showing the amount on hand at the beginning of the year, the amount collected during the year, and the amount expended during the year on order of the chapter.
- c. To keep accurate records and receipts of expenditures.
- d. To see that the registration fees are sent to the National Office before induction takes place.
- e. To meet with the Vice President prior to the last meeting of the spring semester to review the financial records.

ARTICLE VII. IMPEACHMENT OF OFFICERS

If any officer fails to fulfill the duties of the office they may be removed as follows:

- a. A special meeting of the organization must be convened to discuss the problem.
- b. A vote of 2/3 of the total membership of the organization is sufficient to remove an officer from office.
- c. Votes shall be cast by ballot and counted by two members.
- d. Votes shall be recorded by the secretary or by a delegate appointed by the President.

ARTICLE VIII. FACULTY ADVISORS

- Section 1.** An advisor shall be a member of the Psychology Program Faculty, a member of Psi Chi and the actively engaged in teaching Psychology. An advisor shall be selected in accordance with “The Guide to University Regulations Concerning Student Affairs, Conduct and Discipline.”

Section 2. Term of Advisor is to be an indefinite period of time not to be less than one year. Approval of the advisor will be signaled by a majority vote of the membership at the last meeting of the spring semester.

Section 3. The Faculty Advisor shall act as the advisory member to the elected officers and members and shall be responsible for the continuity of records and other property of the Pennsylvania State University-Harrisburg Chapter of Psi Chi.

ARTICLE IX. METTINGS

Section 1. Regular meetings shall be held during the first week of each month of the fall and spring semesters.

Section 2. Special meetings may be called by any of the organization's officers as needed, or at the request of the members or the Faculty Advisor.

Section 3. All active members shall be expected to attend and participate in the regular monthly meetings.

ARTICLE X. FINANCES

Funds will be raised by projects voted on and receiving a majority vote of members present at any regularly scheduled meeting.

ARTICLE XI. BY-LAWS

By-laws shall be passed by a majority vote of the members present and voting provided notification has been given to the membership at the previous meeting.

ARTICLE XII. AMENDMENTS AND REVISIONS

Section 1. The Constitution and by-laws may be amended by a vote of 2/3 of the members present at any regular meeting, provided the proposed amendment has been presented at the previous meeting.

Section 2. Revision of the constitution must be approved by 2/3 of the members at any regular meeting, provided the proposed revision has been presented at the previous meetings.

