



CNU Chapter of Psi Chi

Article I - Name

The name of this organization shall be Psi Chi, chapter CHAPTER TITLE of the International Psychology Honor Society.

Article II - Purpose/Mission Statement

Section 1 –The purposes of the Society shall be to: Psi Chi is an international honor society whose purpose shall be to encourage, stimulate, and maintain excellence in scholarship of the individual members in all fields, particularly in psychology, and to advance the science of psychology.

Section 2 – Psi Chi does not discriminate on the basis of disability, age, color, gender, national origin, race, religion, and/or sexual orientation.

Article III - Affiliations

Section 1 - The Society shall maintain membership in the Association of College Honor Societies (ACHS).

Section 2 – Psi Chi shall operate according to the regulations and policies of Christopher Newport University, and in compliance with all local, state, and federal laws.

Section 3 - This organization shall adhere to the regulations and constitution of the international organization of Psi Chi that do not conflict with the regulations and policies of Christopher Newport university or with the Office of Student Involvement (OSI).

Article IV - Membership

Section 1 – Christopher Newport University students must comprise 100% of the student club or organization's membership.

Section 2 – A candidate for membership shall have completed a minimum of three semesters of college coursework and at least nine semester hours of psychology coursework. Students eligible for membership must have at a least 3.15 overall GPA and a 3.00 Psychology GPA.

Section 3 – Members shall consist of full-time and part-time undergraduate students, and any previous graduated members.

Section 4 – Membership in this organization is open to all meeting the above criteria, irrespective of race, creed, color, gender, class, age, nation of origin, nationality, disability, marital status, religion, veteran status, or sexual orientation.

Article V - Executive Officers

Section 1 – The Executive Board shall be comprised of four officers: President, Vice President/President-Elect, Secretary, and Treasurer.

Section 2 –Duties: The duties of the officers shall be as follows:

1. President

- a. Shall be the chief executive officer of the organization and shall chair the meetings.
- b. Shall be responsible for submitting the names of officers and any additional information to the Office of Student Involvement as required.
- c. Shall assist the advisor in requesting funding for Psi Chi events, initiatives, and activities.
- d. Shall request space and room bookings for all organization activities.

2. Vice President

- a. Shall assume the duties of the president during their absence and shall succeed to that position in the event of its vacancy.
- b. Shall be responsible for writing and maintaining the bylaws and reviewing the Constitution of the organization.
- c. Shall coordinate club events and activities at the direction of the President.
- d. Shall manage Psi Chi social media accounts.
- e. Shall request space and room bookings for all organization activities.

3. Secretary

- a. Shall take and keep record of minutes from each meeting.
- b. Shall distribute said minutes to members and advisor of the organization within 48 hours of the meeting.
- c. Shall keep records of the organization's membership.

- d. Shall maintain the club email account.
- e. Shall request space and room bookings for all organization activities.

4. Treasurer

a. RESPONSIBILITIES

Section 3 – The term length of each position shall be one full academic year.

Section 4 – In order to be eligible for an Executive Board position, the member must be an undergraduate student.

Article VI - Elections

Section 1 – Election of officers shall be held during the Spring semester and shall be overseen by the faculty advisor. Members shall be given at least two weeks advance notice of elections and shall be required to submit a letter of intent for their desired position.

Section 2 – In the event of a vacancy, an emergency election may be held at any time of the academic year to fill the position.

Section 3 – The election procedures may be defined by the current members, officers, and faculty advisor as necessary.

Article VII - Recall of Officers

Officers of the organization may be dismissed for cause if due process is followed. Grounds for dismissal include dereliction of duties. A motion for a recall of an officer requires a 2/3 vote.

Article VIII - Meetings

Section 1 – The regular meetings of the Psi Chi shall be determined by the President and the officers.

Section 2 – Special meetings may be called by the President at their discretion.

Section 3 – Sixty percent of the membership shall constitute a quorum.

Article VIII – Role of Advisor

Section 1 – There shall be at least one full time Christopher Newport University faculty or staff advisor who shall serve as an advisor to organization.

Section 2 – The advisor of the organization shall provide support, counseling, and guidance in all situations. The advisor is expected to attend all meetings and offer advice. The advisor shall work closely with the organization in coordinating activities to ensure that they are conducted in compliance with CNU's policies and federal, state and local laws.

Article IX - Committees

Section 1 – Committees composed of members and officers may be installed for organizational and/or event planning purposes at the discretion of the faculty advisor, and Executive Board.

Section 2 – The installation of permanent committees shall be recorded in the bylaws of this constitution. This constitution shall be amended to include any rules and/or regulations associated with this committee.

Article X - Finances

Section 1 – Members shall pay a one-time induction fee of \$85. This fee may be subject to change by the national chapter of Psi Chi.

Section 2 – The faculty advisor shall be responsible for maintaining accurate financial records. Incoming and outgoing finances shall be recorded and reported at meetings.

Section 3 – Financing for this organization's activities shall be obtained through the Psychology Department of Christopher Newport University, the national chapter of Psi Chi, university approved fundraising activities, and any other available programs. Funds shall be allocated to specific Psi Chi functions or initiatives by the passing of a 2/3 majority vote at an official meeting.

Article XI - Amendments

Amendments to this Constitution may be proposed to the voting membership by majority vote of the Executive Board or by petition signed by 1/10 of the voting membership. Amendments shall be declared adopted which are presented at two general meetings and receive a majority favorable vote at both meetings by the voting members present.

Article XII - By-laws

By-laws, not inconsistent with the constitution, may be adopted or amended by 2/3 vote of the regular or special meetings, providing the by-laws are submitted in writing at least one week previously at either a regular or special meeting of the general membership.

Article XIII - Responsibilities

Psi Chi shall adhere to University policies and all city, state, and federal laws.

Article XIV - Ratification

This constitution shall become effective upon ratification by a majority of the organization's membership and Office of Orientation and Student Involvement.

Signed,

Gabriel Fisher

President

Date: October 6th, 2023