



Iota Omicron Chapter of Sigma Tau Delta

Article I - Name

The name of this organization shall be Sigma Tau Delta, chapter Iota Omicron of the International English Honor Society.

Article II - Purpose/Mission Statement

Section 1 –The purposes of the Society shall be to:

- 1) Confer distinction for high achievement in the areas of English language and literature in undergraduate, graduate, and professional studies;
- 2) Provide cultural stimulation on the Christopher Newport University campus and promote interest in literature and the English language in the surrounding communities;
- 3) Foster all aspects of the discipline of English, including literature, language and writing;
- 4) Stimulate interest in literature and language by sponsoring lectures and workshops relevant to the area;
- 5) Promote exemplary character and good fellowship among its members;
- 6) Exhibit high standards of academic excellence;
- 7) Serve society by fostering literacy.

Section 2 – Sigma Tau Delta 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 - Sigma Tau Delta 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 Sigma Tau Delta 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 a minimum of two college courses in English language or literature beyond the usual requirements in freshman English. The candidate shall have a minimum of a B or equivalent average in English and shall have completed at least three semesters of college course work.

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

Section 4 – Membership in this club or 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, and Secretary.

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 Sigma Tau Delta 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 his/her 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.

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 make regular posts to Sigma Tau Delta social media accounts.

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 Sigma Tau Delta 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 the club or 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 \$75 (\$45 for national dues and \$30 for local dues). This fee may be subject to change by the national chapter of Sigma Tau Delta.

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 English Department of Christopher Newport University, the national chapter of Sigma Tau Delta, university approved fundraising activities, and any other available programs. Funds shall be allocated to specific Sigma Tau Delta 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

Sigma Tau Delta 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,

Shannon O'Keefe

Chapter President

Date: 08/23/2023