



**The Constitution of the Epsilon Iota Chapter  
Pi Sigma Alpha  
San Jose State University**

## **Article I**

**Section 1.** The name of this organization shall be the Epsilon Iota chapter of Pi Sigma Alpha at San Jose State University.

## **Article II**

**Section 1.** We, the members of Pi Sigma Alpha, aim to be more than a chapter devoted solely to the election of honor students to membership. Our chapter shall be an integral part of the Political Science Department and seeks to promote extracurricular activities related to increased awareness of our government, public affairs, the political process, as well as encourage and promote our members' scholastic careers.

## **Article III**

**Section 1.** Epsilon Iota is the San Jose State University chapter of Pi Sigma Alpha, the National Political Science Honorary Society founded in 1920. Pi Sigma Alpha is a member of the Association of College Honor Societies. Students who meet the academic requirements, prescribed in Article IV, section 1, become permanently affiliated with the national organization upon payment of a membership fee.

## **Article IV**

**Section 1.** Pi Sigma Alpha shall be composed of undergraduate and graduate students in the department of Political Science at San Jose State University, who have completed no fewer than ten (10) semester units of work, at least six (6) of which must be upper division, in political science. A “B” (3.0/4.0) is the minimum grade point average in all political science course work, regardless of where it was taken. Associate membership in the local chapter is available to applicants not eligible for full membership in Pi Sigma Alpha and carries all rights and privileges of full membership with the exceptions of national recognition and holding office as President, Vice-President or Treasurer of the Epsilon Iota chapter.

**Section 2.** Application shall be the procedure for membership selection. All applicants are eligible for either full or associate membership as defined in Article IV, Section 1. Honorary is the only form of membership not requiring application and is conferred by the chapter executive committee on the persons of outstanding achievement in public affairs. Honorary membership carries no voting rights.

**Section 3.** Voting membership is restricted to matriculated, currently

enrolled students at San Jose State University.

**Section 4.** At least eighty percent (80%) of all members of the organization are matriculated, currently enrolled students at San Jose State University.

**Section 5.** Membership in the organization will not be denied to anyone on the basis of race, religion, national origin, age, sex, veteran's status, or sexual orientation, except as sanctioned by law (California Administrative Code, Title 5, Section 41500: Education Amendments of 1972, Title IX).

**Section 6.** There shall be no hazing.

## **Article V**

**Section 1.** The officers of the organization shall be President, Vice-President, Treasurer, and Secretary.

**Section 2.** The term of the office shall be from the day following the posting of final grades of the academic year through the posting of the grades of the following academic year.

**Section 3.** Should any vacancy occur in an office of the organization, the remaining officers have the authority to call a special election.

**Section 4.** All officers of this organization are matriculated, currently enrolled students at San Jose State University.

**Section 5.** The Executive Board consists of the President, Vice-President, Treasurer, Secretary, Chapter Faculty Advisor, and the Chair of the Department of Political Science.

## **Article VI**

**Section 1.** The President shall:

- a. call meetings of the general membership and preside at such meetings;
- b. call meetings of the Executive Board and preside at such meetings;
- c. secure sites for all meetings and give notice of meeting times and places;
- d. supervise the work of all officers;
- e. name all special committees;
- f. appoint all committee chairs;
- g. ensure that the chapter's actions are in accordance with the views and mission of the Pi Sigma Alpha National Society;
- h. maintain relations with the Political Science Department advising them of all events and elections.

**Section 2.** The Vice-President Shall:

- a. assume the duties of the President in his/her absence;

b. be responsible for any additional duties that are assigned by the President.

**Section 3.** The Secretary shall:

- a. record the minutes of each meeting;
- b. take record of attendance at each meeting;
- c. maintain accurate records of all business pertaining to the organization;
- d. verify each person's status as a member, in accordance with Article IV, Section 1 of this Constitution, before elections and before other chapter votes take place;
- e. receive and respond to all official correspondence;

be responsible for any additional duties that are assigned by the President.

**Section 4.** The Treasurer shall:

- a. keep an accurate record of chapter finances;
- b. collect and disburse funds as directed by the organization;
- c. reimburse members for expenditures approved by the Executive Board;
- d. have access to the chapter's bank account;
- e. make monthly financial reports to the general membership;

- f. advise the organization as to any changes in the National Association's membership fees;
- g. be responsible for any additional duties that are assigned by the President.

## **Article VII**

**Section 1.** The Chapter Advisor shall preside at the meeting at which the officers are elected. There shall be separate nominations and a separate vote for each office. Nominations must be made from the floor, after which the chapter advisor will call for a voice vote.

**Section 2.** Elections will take place at the same meeting as the nominations.

**Section 3.** Members shall cast their votes by an oral voice vote.

**Section 4.** Only full and associate members as well as the members of the Executive Board have voting rights.

**Section 5.** Officers will be elected by a plurality of the vote. If any voting member present objects to the voice vote, or a voice vote is not clear, the votes must be recast by secret ballot. In the event of a secret ballot, the Chapter Faculty Advisor shall be responsible for counting the votes.

## **Article VIII**

**Section 1.** Officers will be installed the day following the posting of final grades. There is no special installation ceremony.

**Section 2.** Any member can propose to remove an officer for failure to execute the duties of his or her office. To do so, the member must announce his or her proposal at a club meeting and the issue will be tabled until a special meeting is set. The President shall then convene a special meeting to hear arguments for and/or against the removal of the officer with the Chapter Faculty Advisor present to observe procedure. If the President is the one being considered for removal, responsibility for convening the meeting falls to the Vice President, and if the President and Vice President, and/or other officers are being considered for removal, the highest-ranking officer that is not being considered for removal shall convene the meeting. Upon the conclusion of the remarks for and/or against the removal of the officer(s), the Executive Board shall vote on the matter. A minimum majority vote of 51% of the Executive Board members is required to remove an officer. Only members of the Executive Board have voting rights during this meeting. Removal shall result in the immediate loss of officer status. A person removed from office shall retain his or her status as a Pi Sigma Alpha



member and should be encouraged to participate in chapter meetings and events.

## **Article IX**

**Section 1.** Meetings will take place at least once per semester. They shall be held on campus. Any semester socials shall be held at whatever place the officers are able to arrange for this purpose.

**Section 2.** All officers, as well as Executive Board members, have authority to call special meetings.

**Section 3.** Members shall be informed of special meetings by phone, mail, or announcement posted at the Department of Political Science.

**Section 4.** A quorum is defined as at least 6 members.

**Section 5.** The parliamentary authority of this organization shall be Robert's Rules of Order.

**Section 6.** All members and officers should attend meetings, if possible; however, there is no specific attendance requirement.

## **Article X**

**Section 1.** The officers of Pi Sigma Alpha shall have the authority to name

standing and special committees.

**Section 2.** Special committees will be established as needed. All standing committees shall be named as the need arises.

## **Article XI**

**Section 1.** Fees are set by the National Organization for national membership. Semester dues shall be collected to cover the costs of mailings. Fees for all special occasions shall be the responsibility of those in attendance of said occasions.

## **Article XII**

**Section 1.** Any voting member of Pi Sigma Alpha may propose an amendment to this constitution.

**Section 2.** Constitutional amendments must be introduced orally to the membership at a regularly scheduled meeting and in written form, at the time, to the presiding officer for dissemination to the membership.

**Section 3.** A constitutional amendment must be voted on at the second regularly scheduled meeting after the amendment's initial introduction.

Two-thirds (2/3) of the voting membership must vote in favor of the

amendment, or it will be dismissed.

**Section 4.** Newly passed amendments become effective immediately.

San Jose 1992

Updated September 2007