

CONSTITUTION

PURDUE CHAPTER OF CHI EPSILON

REVISED AUGUST 29, 2016

ARTICLE I. NAME

Section 1

The name of this organization shall be Chi Epsilon.

ARTICLE II. PURPOSE

Section 1

The purpose of Chi Epsilon shall be to recognize the fundamental characteristics of the successful civil engineer and to aid in the development of these characteristics.

ARTICLE III. MEMBERSHIP

Section 1

Active membership shall be limited to junior, senior, and graduate students in good standing in the School of Civil Engineering. Members failing to fulfill all responsibilities of active membership shall be considered an inactive member (see Section 6 of Article III).

Section 2

Election of honor members shall be by majority vote at any stated meeting. The consent of two-thirds of the active membership present at such meeting shall be necessary for election.

Section 3

Undergraduate Students: The selection of members shall be based upon Scholarship, Character, Practicality, and Sociability - the four primary requirements of a successful engineer. Students being considered for initiation into Chi Epsilon must be in the top third of their class and have an accumulated grade point index of 3.0 or greater at the time of initiation.

Section 4

Graduate Students: A graduate student who was initiated as an undergraduate may be an active member of this Chapter. A graduate student in civil engineering is eligible for membership provided the student has shown outstanding ability and has completed the equivalency of one-half of one academic year in the graduate program where the student is currently enrolled.

The student must be nominated by a member of Chi Epsilon, endorsed by two Chi Epsilon faculty members, and elected by three-quarters of the active membership at the meeting.

Section 5

Faculty: A faculty member who has shown outstanding qualifications as a teacher in civil engineering or an allied field and has exhibited experience and ability worthy of emulation by young civil engineers may be elected as a member of Chi Epsilon by meeting the following requirements:

1. A two-thirds vote is required to recommend to the National Council the conferring of chapter membership on an individual.
2. Approval of the National Council prior to the notification and initiation of the candidate for membership is required.
3. Completion of a pledge board.
4. Attendance at the initiation and banquet.

Section 6

Inactive member defined: An inactive member shall automatically forfeit the privilege of attending or participating in any functions (i.e. meetings, banquets, picnics, etc.) of the Purdue Chapter of Chi Epsilon. Further, they will be ineligible to receive awards and scholarships through Chi Epsilon.

To be an active member one must: a) engage in three service hours must each semester; b) attend meetings as outlined below; c) remain in good standing with the School of Civil Engineering.

Regular attendance is required for Chapter meetings. Any active member missing two meetings or one election meeting in one semester without an excused absence shall be considered an inactive member. An inactive member's delinquency will be investigated at the next business meeting and a vote taken to determine whether or not he or she should be expelled from membership in Chi Epsilon.

An absence is unexcused if the Secretary has not been notified before the meeting except in an emergency. An excused absence may be given at the discretion of the active members only if the secretary has been notified before the meeting.

Graduate student members may be considered as inactive members at the discretion of the chapter. However, if inactive status is desired, cause must be stated and approved by the chapter president and the Faculty Advisor.

Inactive members may be reinstated at the discretion of the President upon consultation with the Vice-President or advisor.

ARTICLE IV. OFFICERS AND THEIR DUTIES

Section 1

The officers of the Chapter shall include a President, Vice-President, Secretary, Treasurer, Editor(s) Marshal(s), and Pledge Coordinators. Each shall serve for at least one semester except the secretary and the associate editor who shall serve for one full academic year. A person may be voted into additional terms in accordance with Section 3 of Article IV.

Section 2

The election of officers shall be held at the last stated meeting of the semester immediately preceding the one in which they shall assume their respective offices. A quorum of at least two-thirds of the active membership must participate in elections.

Section 3

A simple majority of the votes cast shall be necessary for election of all officers and the Faculty Advisor. In the event no candidate receives a simple majority, the number of candidates will be reduced by dropping the candidate with the lowest number of votes and a new ballot taken; this procedure shall be repeated until one candidate receives a majority of the vote.

Section 4

The President shall be empowered to appoint a member to fill a vacancy in any office of the Chapter, such appointee to hold office until such vacancy shall be filled by regular election at the next stated meeting.

Section 5

Any officer of the Chapter may be removed from office by a two-thirds majority of the entire active membership of the Chapter at any stated meeting. The Vice-President shall preside whenever a motion is offered to remove the president from office.

Section 6

It shall be the duty of the President to: a) preside at all meetings of the Chapter; b) enforce observance of the constitution, by-laws, and such regulations as may be promulgated from time to time; c) conduct meetings in accordance with the customary parliamentary procedure as set forth in Roberts' "Rules of Order"; d) call all special meetings; e) appoint all committees not otherwise provided for; f) act in general as the representative of the Chapter; h) meet regularly with the Faculty Advisor; i) develop the Chapter's calendar; j) maintain the email account and website; k) seek out potential Chapter Honor Members.

Section 7

It shall be the duty of the Vice-President to: a) preside at all meetings during the absence of the President; b) assist the President whenever necessary; c) organize a civil engineering graduate school informational session each semester for all interested persons in coordination with the Civil Engineering Graduate Office in the fall semester; d) prepare awards, nameplates, and officer name badges; e) head the review sessions for the Fundamentals of Engineering Exam.

Section 8

It shall be the duty of the Secretary to: a) keep permanent record of the Chapter; b) attend to all correspondence; c) preside at all meetings during the absence of both President and Vice-President; d) complete all forms required for initiation, e) order necessary certificates and keys once pledge class has been finalized to ensure for delivery before initiation; f) maintain record of completion of the service hour requirements, g) maintain record of those attending tutoring sessions.

Section 9

It shall be the duty of the Treasurer to: a) maintain a record of all receipts and disbursements of moneys appropriated by the Chapter; b) be prepared to report on finances of the chapter at each meeting; c) keep accounts, deposit Chapter funds, submit reimbursements, and make expenditures in a timely manner approved by the Business Office for Student Organizations; d) complete and submit all event planning forms to the Office of the Dean of Students.

Section 10

It shall be the duty of the Editor to: a) prepare a Chapter letter to be sent to the Editor of the "Transit" at the end of the fall semester, a copy of which will be deposited for Chapter records; b) prepare the Chapter Newsletter by the end of the fall semester; c) provide for all Chapter publicity; d) keep a photographic record of chapter activities; e) maintain, continue, and update historical records pertaining to the Chapter.

Section 11

It shall be the duty of the Marshal to: a) make all arrangements pertaining to initiation of the pledges, the formal initiation banquet, and faculty breakfast; b) reserve rooms needed for Chapter meetings; c) order food for meetings; c) arrange for social events for the chapter.

Section 12

It shall be the duty of the Pledge Coordinator to: a) oversee pledges through the pledge process; b) prepare and grade two pledge quizzes; c) maintain contact with pledge class; d) purchase and cut boards; e) attend all official pledge gatherings; f) provide a good face for Chi Epsilon to promote pledging the Chapter.

ARTICLE V. FACULTY ADVISOR

Section 1

A Faculty Advisor from among the membership shall be chosen by a majority vote of the Chapter at the last stated meeting of a semester. The term is two years and the Faculty Advisor may be re-elected any number of times.

Section 2

Vacancy in the office of Faculty Advisor shall be filled in the same manner as provided in Section 4 of Article IV.

Section 3

The privileges of the Faculty Advisor shall include all privileges of active memberships except those of: a) voting; b) offering motions from the floor.

ARTICLE VI. HONOR MEMBERS

Section 1

Honor membership may be conferred at any stated meeting upon any member of the Civil Engineering faculty above the rank of instructor or upon any prominent engineer, upon payment of the required initiation fee as specified.

Section 2

Honor member shall be entitled to all privileges of active memberships except those of: a) voting; b) offering motions from the floor.

ARTICLE VII. MEETINGS

Section 1

The procedure at all stated meetings shall include: a) a sign in; b) statement of any necessary reports; c) disposal of old business; d) new business.

Section 2

The time and place of stated meetings, other than the first, shall be arranged at the first stated meeting of each semester. The first stated meeting will be held at the call of the President, but in no instance be later than the second week of said semester.

Section 3

The procedure at all special meetings shall include: a) sign in; b) new business limited to the special business for which the meeting was called.

Section 4

Fifty percent of the active membership shall constitute a quorum at both special and stated meetings.

ARTICLE VIII. INITIATION

Section 1

Each pledge shall pay or arrange to pay to the Treasurer fees as determined by the officers based on Chapter need and the National dues within one week of pledging.

Section 2

Each pledge is required to complete a pledge board to meet specifications and approval of the Chapter. The officers shall vote on the best pledge board and the winner shall be recognized with an award at the initiation banquet.

Section 3

Written tests (one or more) on the history and other essential information concerning the Purdue Chapter of Chi Epsilon shall be completed to the satisfaction of the Pledge Coordinators.

Section 4

A pledge shall complete at least one community service project before formal rites are conferred. The Pledge Coordinators must approve all community service projects.

ARTICLE IX. SEPARATION FROM MEMBERSHIP

Section 1

Any active member or honor member may be expelled from membership in Chi Epsilon by a four-fifths vote of the active members. Justification and defense of expulsion must be prior to said voting.

ARTICLE X. POLICY

Section 1

A suitable award shall be presented to the graduating Chi Epsilon member within the School of Civil Engineering who maintained the highest scholastic index during his or her previous three years at Purdue University. In addition, his or her name shall be engraved on an individual nameplate and displayed in the School of Civil Engineering.

Section 2

The Chapter shall cooperate with all other Purdue University Civil Engineering organizations.

Section 3

The Chapter shall offer its services to the Head of the School of Civil Engineering in activities deemed wise by a majority vote at any stated meeting.

Section 4

The Chapter shall aid in the promotion of the annual spring picnic for the benefit of all registered senior students in the School of Civil Engineering.

ARTICLE XI. AMENDMENTS

Section 1

All proposed amendments must be submitted in writing to the President before being referred to the Chapter for vote.


Section 2

For an amendment to become effective it is required to have approval of three-quarters of the votes of the active membership at the meeting, and in addition must be approved by the Board of Trustees of the Chapter. All amendments of the constitution and by-laws are subject to approval by the Office of the Dean of Students.

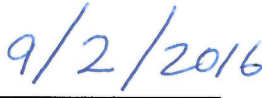
Section 3

Membership and participation are free from discrimination on the basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran. For other requirements go to our "constitution template" on SAO/documents page.


Chapter President's Signature


Date


Chapter Advisor's Signature


Date