

ETA SIGMA GAMMA

Nu Chapter

Constitution and

By-Laws

Eta Sigma Gamma

Professional Health Education Honorary

Indiana University

Preamble

The name of this Professional Health Science Honorary shall be “Nu Chapter of Eta Sigma Gamma,” and it shall be located on the Bloomington campus of Indiana University.

Objectives

The objectives of the Nu Chapter of Eta Sigma Gamma are:

1. To provide the opportunity to gather with and enjoy the fellowship of students and faculty whose professional interests are in Health Promotion.
2. To keep the members informed of recent trends in Health Education and Promotion.
3. To promote professional growth and leadership of its members.
4. To encourage outstanding people to enter fields relating to Health Promotion.
5. To raise the professional standards and ethics of Health Promotion.
6. To stimulate and recognize research, teaching, service, and academic achievement within the membership.
7. To assist in the professional preparation of students and faculty in areas of health promotion at Indiana University - Bloomington.

Articles

Article I: Governance

Section I. The laws of this Honorary will consist of national and Nu Chapter Constitutions and By-Laws and the interim actions and regulations of The Nu Chapter.

Article II: Membership

Section I. Participation must be without regard to arbitrary consideration of such characteristics as race, religion, national origin, sexual orientation, age, disability, ethnicity, gender, marital status or any other basis of discrimination prohibited by law.

Section II. Candidates for membership may be considered after completion of two or more semesters of college work. Each candidate must have achieved a grade point average of at least 2.7 (on a 4.0 scale) in one semester, and shall have an overall GPA of at least a 2.5 to be eligible for membership election.

Section III. Membership shall be open to any students pursuing a career in a health education related profession, including but not limited to individuals with a major or minor in the Applied Health Science Department. Member candidates must meet the standards set forth by Nu Chapter and the national organization.

Section IV. Points for Initiation

Candidates for initiation for Nu Chapter membership must obtain 2 points in each of the following categories: Research, Teaching, Service and 1 fund raising point. Points toward initiation can be obtained through the following activities:

Research: 2pts- research article submitted for publication, 2pts- evaluation of major Nu Chapter projects (ex: Lilly Center Overnighter, Brownie Health & Science Activity), 2pts- attendance at ESG annual convention, 2pts- research for presentation at ESG annual convention

1pt- researching information for handouts used with ESG projects, 1pt - researching information to put on ESG bulletin board (Must be up & completed by the first week of the month), 1pt- research for ESG teaching activity (ex: Lilly Center Overnighter, Brownie Health & Science Activity),

Teaching: 2pts- presentation at ESG annual convention, 2pts- presentation on health education topic at Nu Chapter meeting, 2pts- teaching a lesson for one of the major chapter projects (ex: Lilly Center Overnighter, Brownie Health & Science Activity),

1pt- ESG bulletin board arrangement (Must be up & completed by the first week of the month), 1pt- teaching a health education topic during a Nu Chapter event or service project (ex: booth at Jill Beerman run or Relay for Life), 1pt- developing a health education handout for ESG event,

Service: 2pts- full time activity during major Nu Chapter sponsored event or project (ex: staying overnight during Lilly Center overnighter), 1pt-Active during service type activities (Health Center screening days, Health Center Health Fair, Relay for life)

Fundraising: 1pt-Participating in a fundraising committee or project (ex: Ornament making and selling, t-shirt committee, food sales or restaurant projects).

Other points awarded per discretion of Executive Council

Length of time to acquire points: Points may be carried over toward initiation for the length of one year. After one year new points must be accrued.

Section V. Active Membership

To encourage active membership among initiated Nu Chapter members, active membership status will be assigned to individuals who remain active in Eta Sigma Gamma events, earning one point each in research, teaching, service, and fundraising and attend 75% of the mass meetings.

Section VI. Academic Appointees

All full or part-time academic appointees in the Department of Applied Health Science are eligible for membership initiation. If they have current membership in a collegiate chapter they are eligible for Nu Chapter membership.

Section VII. Transfer of Membership

Students transferring membership to the Nu Chapter from another chapter must pay chapter dues during their first semester of enrollment at Indiana University - Bloomington.

Article III: University Compliance

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

Article IV: Executive Officers

Section I. The officers of this honorary will be President, Vice President, Secretary, and Treasurer. In addition, officers may include Sergeant-at-Arms, Historian-Editor, and Initiate Guide.

Section II. The duties of each officer are as follows:

President

The President shall preside at all Honorary meetings and perform such duties as custom and parliamentary usage require and such as are designated.

Annually make a report of his/her official acts and the general condition of the honorary, to both the membership of the collegiate chapter and the National Organization, and make such recommendations as he/she may deem proper for the information of the collegiate chapter.

Vice-President.

The Vice-President shall assist the President in the performance of the latter's duties, and in the absence or disability of the President, shall assume the latter's duties as may be delegated to him/her by the President. In addition, the Vice-President shall be the supervisor of all chapter projects including the chapter bulletin board.

Secretary

- Keep the official minutes of the meetings of the collegiate chapter.
- Have charge of and be responsible for all communications and correspondence of the honorary, except such as pertaining to other officers.
- Keep complete records of the membership of the honorary.
- Have such further powers and duties as may be prescribed by the laws of the Honorary
- Provide special information to the National Office as routinely prescribed by that office and upon special request.

Treasurer.

- Receive and disperse all monies on behalf of the National Honorary and the collegiate chapter.
- Sign all checks and receive and disperse all monies in connection with Honorary publications.
- Deposit, in the name of the Honorary, all monies in such depositories as may be

designated by the National Board of Directors and/or collegiate chapter.

- Keep accurate books of account and furnish such reports from time to time as may be legally required.
- Have such further powers and duties as may be prescribed by the laws of the local Honorary.
- Order and distribute all jewelry, certificates, charters, rituals and initiatory equipment of the Honorary.

Historian-Editor

- Collect and archive such information deemed appropriate for inclusion in The Nu Chapter archives.
- Keep the Chapter Web-site up-dated.
- Have such further powers and duties as may be prescribed by the laws of the local Honorary.

Section III. The Executive Committee will consist of the President, Vice President, Secretary, Treasurer, and the Faculty Sponsor.

Section IV. Committees will be appointed by the President or Executive Committee as deemed necessary.

Article V: Faculty Sponsor

Section I. The Nu Chapter shall be advised by a faculty member within the Applied Health Science Department. Appointment of the Sponsor is left up to the Department Chair's discretion.

Article VI: Election and Appointment of Officers and Length of Term

Section I. Election of officers will normally occur during the first or second mass meeting in the spring semester of each academic year.

Section II. The Executive Committee will recommend a slate of officers to the President at least two weeks prior to the election. Nominations from the floor will also be accepted during the election mass meeting. Each officer may apply for reelection as long as they will still be a student at Indiana University - Bloomington during the entire length of their term.

Section III. Election of executive officers will be by secret ballot during the selected meeting and shall be tallied by the President and Vice President. A majority vote of the members present will elect officers for the following year.

Section IV. The Executive Committee may appoint the Sergeant-at-Arms, Historian-Editor, and Initiate Guide.

Section V. Once executive officers are elected they shall serve as "Officer-Elects" until the current officer's term is over. All "Officer-Elects" are expected to attend each remaining executive committee meeting for that academic year and shall be given information and insight from the current officer serving in their elected position.

Section VI. Each Executive Officer shall serve until the Nu Chapter's annual report is submitted to the national office each academic year. When the annual report is submitted each officer's successor will begin their term and shall no longer be known as "Officer-Elect".

Article VII: Finances & Dues

Section I. Nu Chapter & National dues and initiation fees must be paid during the second semester of membership candidacy prior to initiation.

Section II. Dues will be collected by the Treasurer. Membership will become inactive when annual dues are not paid on time.

Section III. The budget of the Nu Chapter of Eta Sigma Gamma will be maintained by the Treasurer. The Executive Committee will decide if the budget needs revising.

Section IV. The Treasurer will be in charge of all financial affairs while the President oversees activity of the account. Any remaining money from the previous year will be left for the following year.

Section V. The Nu Chapter of Eta Sigma Gamma will maintain their account with the Student Organization Account.

Section VI. Disbursement of funds less than \$25.00 must be approved by at least three members of the Executive Committee. Disbursement of funds exceeding \$25.00 must be approved by the majority of the membership or Executive Committee.

Article VIII: Projects and Events

Section I. The Executive Board will plan at least two guest speakers per semester in order to encourage professional development among ESG members and member candidates.

Section II. Each member candidate will be allowed two cancellations (including, not showing up for an event and canceling participation prior to the event) from ESG events from which they have signed up for. After these two cancellations, the member candidate will not be initiated for that year and will lose all points earned toward membership. The following year the member will be allowed to begin the process for initiation again.

Section III. In order to facilitate event attendance, the executive board will send out weekly reminders on the Monday prior to an event in order to remind members and member candidates which events they have signed up for.

Section IV. In non-emergency situations, cancellations will be made at least 24 hours in advance of the event.

Article IX: Meetings

Section I. The Nu Chapter of Eta Sigma Gamma shall meet at least once a month. Meetings shall be open to all interested persons. The President will call and organize mass meetings each month. Attendance will be recorded on the minutes for each meeting.

Section II. The President will hold monthly Executive Committee meetings and will call for and organize additional meetings as needed.

Section III. Membership candidates and active members must attend 75% of meetings during each semester. In order to facilitate attendance requirements, the executive board must schedule and announce meetings three weeks prior to the meeting. Excused absences from meetings will be given if the individual has class during that time period or is legitimately ill.

Article X: Non-Hazing

Section I. Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically to anything that may endanger, abuse, degrade, or intimidate the individual as a condition of association with the Eta Sigma Gamma Nu Chapter, regardless of the individual's consent or lack of consent.

Article XI: Programs Involving Children

This organization, Eta Sigma Gamma - Nu chapter, when working with children will be aware of and abide by the University's Programs Involving Children (PIC) Policy.

Article XII: Personal Gain Clause

This organization, Eta Sigma Gamma - Nu chapter, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.

Article XIII: Amendments

Section I. All proposed amendments to this Constitution must be submitted to the Secretary in writing. The Secretary shall refer such amendments to the Executive Committee for its review and recommendations. The Executive Committee shall review all proposed amendments and submit them, with their recommendations to the membership for a vote during a meeting or mass mailing. If such amendments are approved by a majority vote of Nu Chapter members, the amendment shall be adopted, and immediately take effect, unless a future date is specified in the adopted resolution.

Section II. Active members shall be notified of proposed amendments by mass e-mail announcements to be voted on at the next mass meeting.

Section III. Once approved by the organization, amendments made to the constitution shall be submitted to the Student Activities Office for further approval.

BY-LAWS

Article I: Membership status

Section I. A student is known as a Nu Chapter candidate until going through the Nu Chapter Initiation Program. A candidate becomes an official active member for a full year following the Nu Chapter Initiation.

Section II. Following the first year of active membership a member must pay chapter dues in order to maintain active membership in the Nu Chapter. An individual may continue as an at-large member by contacting the national office and paying national dues or transferring their membership to another chapter in accordance with that chapter's constitution and by-laws.

Section III. If a student does not maintain active status they are not to label themselves as an Eta Sigma Gamma member (ex. Resumes, National conferences, etc.)

Article II: Officers

Section I. In order for a member to be eligible for nomination for an office in the Nu Chapter of Eta Sigma Gamma, the person must be an active member.

Section II. Nominations can be made by active members present, and election will be by a simple majority of those present.

Section III. Any officer other than the President may resign when such resignation is submitted in writing to the President. The President may resign when such resignation is submitted in writing to the faculty sponsor.

Section IV. When a vacancy occurs, an officer will be replaced by a simple majority vote of the Executive Committee.

Article III: Amendments

Section I. These by-laws may be amended by a simple majority vote of the membership.

Article IV: Impeachment

Section I. Any officer who does not perform his or her duties as outlined by the constitution may be impeached by a majority vote of the members present at two consecutive mass meetings.