

CONSTITUTION OF LAMBDA PI ETA
ALPHA DELTA CHAPTER AT HOPE COLLEGE

Updated 04/25/2023

Preamble

As members of Lambda Pi Eta, Alpha Delta Chapter, we honor scholastic achievement within the communication field and strive to foster engagement, development, and involvement within our community. In doing so, we establish this constitution to lay a structural foundation and bylaws.

Article I: Name and Affiliation

Section 1. The official name of this organization is Lambda Pi Eta, hereafter referred to as LPH.

Section 2. This constitution belongs to the Alpha Delta chapter of LPH, which is affiliated with and sponsored by the National Communication Association (NCA).

Article II: Mission and Purpose

Section 1. The purpose and mission of LPH consist of the following:

- A. To promote outstanding academic achievement within the Communication discipline.
- B. To foster a community for Communication students of higher education at the undergraduate level.
- C. To engage in logos, pathos, and ethos, which our letters represent.

Article III: Membership

Section 1. Selection for membership shall be made without regard to race, religion, gender, sexual identity, nationality, physical disabilities, physical qualities, or age.

Section 2. Students must complete 60 semester credit-hours

Section 3. Students must have a minimum overall cumulative GPA of 3.0 and a minimum GPA of 3.25 for all Communication Studies courses

Section 4. Students must complete the equivalent of 12 semester credit-hours in Communication Studies.

Section 5. Students must currently be enrolled as a student in good standing, as determined by Hope College's policies

Section 6. Students must pay a one-time fee of \$60 dues.

Section 7. There is no limit to the number of general members in LPH.

Article IV: Executive Board

Section 1. The executive board is made up of four core positions: President, Vice President, Treasurer, and Secretary. More members may be appointed if the executive board sees fit (ie. Social Media Chair and Research Representative).

Section 2. Eligibility on the executive board requires students to be current members of LPH.

Section 3. Treasurer, secretary, and any other LPH positions established in the future will be elected through an interview process. Those elected will serve for the duration of an academic year.

Section 4. The President and Vice President positions will be voted amongst the executive board.

Section 5. The President and Vice President positions require students to have at least one year of experience on the executive board.

Section 6. A faculty advisor will oversee club activities and offer guidance as they see fit.

Article V: Officers and Interviews

Section 1. Any member of LPH can undergo the interview process for the positions of treasurer and secretary.

Section 2. The President and Vice President will be present at the time of interviews as well as a faculty advisor.

Section 3. Interviewees will be appointed by the President and Vice President for the executive board.

Article VI: Duties of the Executive Board

Section 1. As head of the Alpha Delta chapter, the President's role is to have a vision for LPH and implement that vision. In addition to ensuring that the culture and mission of LPH stand strong, the responsibilities of the President includes:

- A. Lead in the creation of annual goals for LPH that align with the organization's vision, mission, and values
- B. Serve as liaison and advocate between the student body and faculty/staff
- C. Plan and lead monthly meetings, as well as weekly exec board meetings
- D. Work closely with the advisor of LPH to set the calendar for the school year, ensure the smooth function of events, and track success in achieving measurable results

Section 2. The Vice President's role is to carry out the goals of LPH. The Vice President's responsibilities includes:

- A. Aid the President in carrying out the mission and goals of LPH and achieving the annual goals
- B. Meet with faculty to receive feedback and advice for LPH along with details for future events within the Communication Department
- C. Collaborate with other departments to schedule at least one joint event a year
- D. Plan for and achieve membership goals for both the Comm Club and LPH
- E. Ensure timely distribution of the monthly newsletter
- F. Lead efforts to maintain the LPH website and increase user engagement

Section 3. The Secretary's role is to bridge the LPH executive board with the rest of LPH members, Communication Department, and the Communication Club. The Secretary's responsibilities are:

- A. Support the President and Vice President
- B. Oversees the flow of monthly meetings and creates presentations
 - a. [Example of the monthly meeting presentation](#)
- C. Manages and organizes Google Drive folder for both LPH and the COMM Club
- D. Record minutes at every meeting and upload them into the Google folder

Section 4. As the Chief Financial Officer, the Treasurer's role is to manage the funds of LPH. The responsibilities of the Treasurer are to:

- A. Develop an annual budget (with revenues and expenses) to present for approval to the Executive Board
- B. Manage all finances in the LPH account
 - a. Interpret monthly report (from advisor) to make sure the account is in good standing
- C. Organize fundraisers and deposits earnings via business services
 - a. Create [advertising](#) for fundraisers
- D. Support the President in trip planning to allocate expenses responsibly

Section 5. The Social Media Coordinator's role is to advertise LPH news and events. The SMC will use various social media platforms and have the following responsibilities:

- A. Build the brand equity of LPH among key audiences
- B. Regularly post content on all active social media platforms to increase engagement among key audiences

- C. Develop an annual theme for the social media content and how COMM club/LPH wants to be positioned and promoted
- D. Provide an annual social media calendar for scheduled posts
- E. Routinely evaluation metrics to identify ways to increase engagement
- F. Confirm that all events are covered to take photos/videos for the social media
- G. Connect with LPH/Comm club alumni to post
- H. Connect with communication majors to gain following

Section 6. The Research Representative is currently a general executive board member role but will be elevated in the near future. The research representative has the following responsibilities:

- A. Promote and be engaged with Communications Department Research
- B. Talk with professors and students about ways to grow/improve Communications Department Research (meetings, polling, etc.)
- C. Work with social media representatives to grow awareness of the Department's Research Work through social media platforms

Article VII: Compliance Statement

Section 1. We agree to comply with all policies and regulations set by Hope College.

Section 2. Members are aware of their access to review the NCA's [Policies and Procedures](#) listed on their website.

Article VIII: Amendments

Section 1. The Constitution may be amended by a majority vote of the executive board.