

## **Marshall University Chapter of the Society of Physics Students Bylaws\***

<https://www.marshall.edu/physics/society-physics-students/>

**Chapter History** - Marshall University's Society of Physics Students has roots that extend back to 1960 when the American Institute of Physics (AIP) first recognized an AIP Student Section from, then, Marshall College under Physics Department Chair [Dr. Donald C. Martin](#) (Dept. Chair from 1943-1973). Marshall College was elevated to become Marshall University in 1961 under the advisement of [Dr. Stewart H. Smith](#), the seventh and longest serving Marshall University President in the history of the institution. Marshall University established its Sigma Pi Sigma Chapter in 2008 under the advisement of Dr. Ralph E. Oberly (Marshall Physics Professor for 49 years of service from 1970-2019 and Chair of the Physics Department to follow after Dr. Martin).

**Document History** - Amendments to this document can be made as outlined in ARTICLE IX of this document and need submitted to the national Director of the Society of Physics Students for approval. Below, provides brief descriptions of major edits, changes, additions, and revisions to this document and by whom such were made or requested.

**6-21-2021** ..... First drafted by Dr. Sean P. McBride (SPS Advisor 2017-present) and sent to Jacquelyn Sizemore (SPS President 2020-2021), Ellie White (SPS President 2021-2022), Peter Burbery (SPS Vice President 2021-2022), and Andy Prostor (SPS Treasurer 2021-2022) for review. All officer discussion, all comments were incorporated on 8-8-2021. This first draft was then sent to Brad R. Conrad, Ph.D., National Director, Society of Physics Students & Sigma Pi Sigma ( $\Sigma\Pi\Sigma$ ), American Institute of Physics. As of the completion of the spring 2021 semester, enrollment in the Physics Department at Marshall University since fall 2016 has fluctuated from as low as retaining 5 majors that would continue on as physics majors in the following semester, like at the end of spring 2021, to as many as retaining 17 majors that would continue on as physics majors in the following semester, like at the end of fall 2018. Overall, since fall 2016 to spring 2021, the department had welcomed 49 undergraduate students that have officially registered as physics majors. They have graduated 14, while 5 undergraduate students remained in the program at the end of the spring 2021 semester. Thus, 30 transient students had passed through the program, either leaving the university or switching majors. The department roughly graduates 3 majors per academic year. The number of majors retained since fall 2018 is steadily decreasing and SPS wants to help in any way they can with peer mentoring.

Template from <https://www.spsnational.org/about/governance/bylaws>.

**1-11-2022** ..... The original draft was returned from Brad R. Conrad, Ph.D., National Director, Society of Physics Students & Sigma Pi Sigma ( $\Sigma\Pi\Sigma$ ), American Institute of Physics with minor cosmetic suggestions, which have been incorporated into the document. Significant changes suggested by the Director included incorporating enrollment numbers under the 6-21-2021 comments above instead of the main document, making chapter/group member discounts known, making sure members also vote on whether or not the officer positions could be extended for two years instead of just the SPS advisor making that decision, and making sure the language of the document focuses on Physics 'and Astronomy', not just Physics. Dr. Sean P. McBride included several more place to emphasize Physics 'and Astronomy', not just Physics.

### **ARTICLE I. NAME**

The name of this organization shall be "The Marshall University Chapter of the Society of Physics Students".

## **ARTICLE II. OBJECTIVES**

The overarching purpose of the SPS Chapter at Marshall University is to have fun as a group; in the process, we encourage interested students in the sciences, particularly physics and astronomy, to develop and grow in their knowledge base of science and physics related research, develop a strong collegiate bond between faculty and students, and promote public interest and awareness in science in general. All efforts should strive towards making physics and astronomy an inclusive, equitable, and diverse field of study that is welcoming and accessible to all.

Ideally, this Chapter shall aim to lead the advancement and diffusion of knowledge of physics and astronomy, the encouragement of interest in physics and astronomy throughout the academic and local communities, and the introduction of students to the professional community. In addition to the above overarching purpose and aims, the SPS chapter here at Marshall University desires to have a large presence in outreach and recruitment for the Physics Department and to serve as peer mentors for incoming physics majors in an effort to increase and retain the number of physics majors. Such a focus would be beneficial at Marshall University. SPS members should also be free and welcome to help any faculty member in the department that is actively doing outreach and recruitment activities for the Physics Department and who is seeking student help. SPS members should organize and run their own planned outreach, recruitment, group bonding, and promotional activities for the MU SPS Chapter and consult with the SPS Advisor on such activities.

## **ARTICLE III. MEMBERSHIP**

### **Section I. Society of Physics Students Membership**

Membership in this Society of Physics Students Chapter shall be open to all individuals interested in physics and astronomy. One does not have to be a physics major to be a member of SPS.

The endowed fund established by Frederick W. Smith for the Marshall University SPS Chapter may be used to pay for annual membership dues (\$24) with the caveat that the students who have their memberships paid for must regularly attend chapter meetings and participate in 3 outreach events per year, or greater than or equal to 50% of the outreach events if there are 5 or more outreach events per year; these events must be outreach events, not trips, etc. Group chapter membership discounts and individual chapter memberships are available at [www.spsnational.org/about/membership](http://www.spsnational.org/about/membership).

### **\*\*Section 2. Sigma Pi Sigma Membership**

Membership in Sigma Pi Sigma, the physics and astronomy honor society included within this Society of Physics Students Chapter, shall be based upon character and academic and professional attainments and is not restricted to physics majors. Election to Sigma Pi Sigma member status will be from among those candidates presented by the

Sigma Pi Sigma nominating committee, appointed by the Chapter Advisor (all members on the nominating committee must be active Sigma Pi Sigma members). In the event the chapter does not have a nominating committee, the SPS advisor will discuss with the Physics Department Chair suitable student candidates for induction based on the below criteria. SPS Officer involvement in Sigma Pi Sigma nominations is also described in Article IV, section 3.

**Clause 1.** For undergraduate students in physics or related fields, the minimum requirements for Sigma Pi Sigma membership within this Chapter shall be as follows:

- a) **3 Semesters of college** - All members-elect shall have completed at least the equivalent of three semesters (five quarters) of full-time college work.
- b) **3 Physics courses at 3 credits each or above** - All members-elect shall have completed at least three semester-long (five quarters) courses in physics, each of at least three credit hours, which may be credited toward a physics major.
- c) **3.0 out of 4.0 GPA** - All members-elect shall have attained at least a 3.0 grade point average on a 4.0 system for all cumulative course grades in all courses independent of location where courses were taken. Specifically for physics majors at Marshall University, a 3.0 out of 4.0 GPA is needed for the physics GPA and will be based off of only the physics courses taken at Marshall University. Non-physics majors can use physics grades from other institutions for the physics course 3.0 out of 4.0 GPA requirement as long as a letter grade is provided on their transcript ('credit' grade assignments cannot be used for a course).
  - **Exception** - In consultation with the Department Chair of the Physics Department, inductees with less than a 3.0 Overall GPA maybe inducted, but extenuating circumstances need to be presented as to why (for example, if the student to be inducted has presented a documented or evident learning disability that may have attributed to a lowered GPA, but the student still excels in physics and astronomy, etc.). Under such circumstances, an overall GPA of 2.75 must still be achieved with a 3.0 or better in their physics courses taken from Marshall University if a physics major or above a 3.0 in their physics courses taken from other institutions if a non-physics major. The Physics Department here at Marshall University has had students with such disabilities and wishes to induct such students if they meet the required physics GPA or excel past it. Marshall University is home to the Higher

Education for Learning Problems (H.E.L.P.) program that works with students diagnosed with a Specific Learning Disability (S.L.D.) and/or Attention-Deficit/Hyperactivity Disorder (A.D.H.D). Marshall University is also home to the West Virginia Autism Training Center. These services attract students and are in addition to the normal Disabilities Office which exist on every campus.

- d) **Junior/Senior status** - Ideally, inductance will occur for physics majors when they reach junior or senior status and/or associated physics course work at the junior/senior level; this ensures the 3.0 out 4.0 GPA is meaningful. For non-physics majors, they need to have a 3.0 grade point average on a 4.0 system for their minimum 3 three credit physics courses and for cumulative course grades in all courses, but will still be inducted only when they reach this junior or senior status.
- e) **Top 1/3** - All members-elect shall rank in the upper one third of their college class (this is a National Sigma Pi Sigma Constitution requirement). If this information cannot be obtained in a timely fashion, or is simply not available or known to be available, the '3.0 out of 4.0 GPA' section and subsection above will apply. As of June 2021, this information of class rank for their college class is not able to be parsed out at Marshall University according to the Registrar's Office. In lieu of this class ranking, the criteria in (a through d) above will be the main factors for determining Sigma Pi Sigma Induction eligibility for students.

**Clause 2.** For graduate students in physics or related fields, all members-elect either (a) shall meet the requirements for undergraduate members-elect, based upon their undergraduate records, or (b) shall have completed at least one year of graduate work, meeting departmental standards for satisfactory progress towards an advanced degree.

**Clause 3.** For faculty members, research staff members, and other qualified individuals, who are in physics or related fields, election to membership shall be based upon their professional attainments. Ideally, the Department Chair of Physics would support this nomination, but this is not a requirement for induction. If the Department Chair does not support the nomination of a specified person, this is a red flag that maybe there is some concern for the person being nominated, and the SPS Advisor and those in the Sigma Pi Sigma membership nominating committee should reconsider (all those in the Sigma Pi Sigma membership nominating committee must be active Sigma Pi Sigma members). If both the committee members and SPS Advisor believe the person should be inducted based upon their professional attainments, but the Chair does not support the nomination,

the committee members and Advisor should seek counsel from the National Director of the SPS, especially if they see or receive no acceptable justification as to why the person should not be inducted. Induction to Sigma Pi Sigma in this non-student category must be voted on by current Sigma Pi Sigma nomination committee members with a majority voting to induct to be successful. The SPS advisor must also agree for a successful induction to take place. In the extremely rare event of a disagreement between committee members and the Advisor, the dispute will be settled by the Director of the Society of Physics Students and the established protocols outlined in the 'Constitution of the Society of Physics Students Including Sigma Pi Sigma' available to the Director. Both the committee members and SPS advisor are encouraged to contact the Director of SPS to make their case of the disagreement known.

## **ARTICLE IV. OFFICERS**

### **Section 1. Chapter Officers**

The officers of the Chapter shall be a President, a Vice-President, a Secretary, and a Treasurer; succession shall be in accordance with this order. Any two of the last three officers may be combined. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by this Chapter. In addition to the duties described below, each officer is expected to facilitate any transition in these leadership roles (former President will assist the transitioning of a new President, etc.).

**President** - They shall lead the SPS group in all their efforts, activities, and goals (recruiting, outreach, fundraising, mentoring, planning trips, etc.). They will collaborate closely with the SPS Advisor and be cognizant of the short- and long-term plans for the Chapter. They shall lead all Chapter meetings and, in addition to fulfilling their own responsibilities, will delegate tasks to the group. They should continually be abreast of all SPS deadlines found on the national webpages, specifically, Chapter Report due dates, and effectively communicate these dates to the members and officers. They will be a main contributor to the SPS Chapter Report typically due in mid-June each year and will work with the Vice President (VP) to draft a version and seek review and approval from the SPS advisor prior to submission of the SPS Chapter Report. At the start of each fall and spring, there should be a discussion of the main goals of the group for the semester to help establish a plan that the group can work to achieve. They will make sure all officers perform their duties. They should be a role model student in all that they do, both inside and outside the classroom and laboratory. They should be welcoming to new ideas from SPS members and invite discussion, help with the professional development of the other SPS officers, and think of new and exciting ways to carry out the mission of the Objectives of the Chapter as outlined in Article II of this document. They should include the SPS Vice President in all discussions relating to SPS to help the VP transition to the role of SPS President eventually. They will participate in peer mentoring of incoming physics students.

**Vice President** - They shall shadow the SPS president in everything they do and in general, be included on all emails that the president is included on, trying to learn what responsibilities they need to do as SPS president. They shall be a sounding board for the SPS president and help them formulate ideas for recruiting, outreach, fundraising, mentoring, planning trips, and keeping the SPS group strong. They will assist the President achieve their goals for the group. They will be a main contributor to the SPS Chapter report and will work with the President to draft a version and seek review and approval from the SPS advisor prior to submission. The Vice President should confirm that all actions of the President are sound and in the best interests of the group and, if they believe otherwise, should immediately inform the SPS advisor. If the President becomes incapacitated, overwhelmed, or lax in their duties, the VP will transition to the role of President. They will participate in peer mentoring of incoming physics students.

**Secretary** - They shall keep a typed record of the important points and action points in SPS meetings to later be relayed to the SPS group via email shortly after chapter meetings (preferably within 24 hours and no later than 48 hours). They will be in charge of working with the SPS Advisor to ensure all needed activities and actions of the group are well publicized through the University Communications Office (via either advertisements or press releases), the MU Physics Department Facebook page, and Herdlink; they are encouraged to write the rough draft of the description of each event or activity the group participates in and provide it to the SPS advisor for review. Ideally the advisor will make all final requests to the Communication Office for official advertisements and press releases while the student secretary may be given permission to update Facebook and Herdlink (decided on a case-by-case basis by the Advisor). They will help make the initial drafts of fliers with appropriate graphics and advertisements for events if not already done by the VP or President and provide to the SPS advisor. For the SPS advisor, the University Communications Office may make further modifications Contact Jean Hardiman, [jean.hardiman@marshall.edu](mailto:jean.hardiman@marshall.edu), 304-696-6397 for assistance.

**Treasurer** – They shall track all money fundraised and spent by the group and will be in charge of maintaining a budget folder for the group traditional saving account listed below. They shall be responsible for attending all Student Government Association (SGA) and Student Senate meetings in relation to any SGA funding provided to student organization every fall (\$500) and every spring (\$250). The following link has more details: [www.marshall.edu/sga/sga-funding/](http://www.marshall.edu/sga/sga-funding/). They are to take care of any SGA related paperwork related to SGA funding. They will help facilitate the name changing on the bank account when taking and leaving the role of Treasurer. The SPS advisor will monitor the endowed fund described in Article X of this document and will be responsible for keeping records associated with the endowment expenditures and earned dividends.

Traditional Saving Account information:

City National Bank, 1900 3rd Ave,  
Huntington, WV 25703  
(304) 526-6200

## **Section 2. Elections**

Officer positions are to be held for a time of one year or can be extended for two years in times of low enrollment of SPS members under the advisement of the SPS Advisor and by vote of the current SPS Officers and members. Officers, with the exception of the President, shall be elected at a scheduled meeting at the end of the spring term or as needed based on graduation of officers. Any previous SPS member can run for Treasurer, Secretary, and/or Vice President. The sitting Vice President will automatically transition to President upon graduation of the sitting president or at the completion of the sitting president serving one/two full academic years or the equivalent as President. Maximum length of an officer position will be two years. The reason for the automatic transition from VP to President is to keep continuity in our consistently small SPS group. Nominations shall be open for a time of no more than 4 weeks prior to the election during the normal semesters. A closed ballot vote is cast at the end of the spring semester ideally and the new officer positions are effective immediately so they can take on their new roles over the summer for outreach and recruiting. The SPS advisor does not have a vote in the officer elections. Ideally, officers should be SPS members for one year prior to taking an officer role, but this requirement may be waived by the SPS Advisor if the numbers in the current group are too small to fill the officer positions.

## **\*\*Section 3. Sigma Pi Sigma Responsibility**

Upon the installation of a Sigma Pi Sigma Chapter within the Society of Physics Students Chapter, the SPS Chapter Advisor shall be given the specific responsibility of the affairs of the Sigma Pi Sigma Chapter. If the SPS membership is large and an SPS officer(s) is also a Sigma Pi Sigma member and has the ability to contribute, they can be involved in the nomination process of Sigma Pi Sigma non-student inductees through the Sigma Pi Sigma nomination committee. This committee can be made up of SPS students, non-SPS member students, and faculty who are active Sigma Pi Sigma members (all members must be active Sigma Pi Sigma members). Nominations are to be received by the SPS Advisor as described in Article III, Section 2, Clause 3.

Again, to clarify, final selection of the new students' inductees will be made by the SPS advisor and Physics Department Chair and will be based on the criteria described in Article III, Section II, Clause 2. Final selection of the new non-student inductees will be made by the SPS Advisor, and the Sigma Pi Sigma nomination committee members as described in Article III, Section 2, Clause 3.

## **ARTICLE V. CHAPTER ADVISOR**

The Chapter Advisor shall be a faculty member appointed by the Chair of the Physics Department, after consultation and agreement with the SPS Chapter officers. The Chapter Advisor shall serve as a liaison with the Chapter, the Physics Department, the University, and the National Office of the Society of Physics Students. The Chapter Advisor will supply counseling to the Chapter, furnish continuity of experience in Chapter operations, and provide long-range perspective to insure departmental and University interest in and support of the Society of Physics Students. The Chapter Advisor shall assist the Secretary in furnishing the National Office with the required data and shall assist the Treasurer in transmitting fees and dues to the National Office if required.

In relationship to the Frederick W. Smith endowed fund, the SPS advisor will have additional responsibilities as outlined in the Fund Agreement language in Article X of this document. The SPS Advisor will be the point of contact for the student requests to use the endowed fund dividends, which will be approximately \$500 per semester.

Additionally, the SPS Advisor may help the SPS group by temporarily taking on the responsibilities of an officer position such as Secretary or Treasurer only temporarily until a replacement is found by actively searching for the position; this is to relieve stress on the officers and the group when enrollment is low so they can still succeed. The SPS advisor shall not take on responsibilities of the SPS President or Vice president; students must occupy these positions. If the positions of President and Vice President cannot be filled, the SPS Chapter should consult the National Director of the Society of Physics Students for advisement.

## **ARTICLE VI. MEETINGS**

Meetings must be held at a minimum on a monthly basis during the normal academic semester; this translates to a minimum of 8 monthly meetings during the academic year. Biweekly meetings are preferred and have been shown to be preferred for award-winning chapters. All chapter meetings should have an agenda which is emailed to all members and physics majors in ample advance of the meeting (even if the other majors do not attend, the aim to get them interested and curious). The SPS President (assisted by the Vice President) will efficiently run the informal bi-weekly Chapter meetings. Bi-weekly meetings can be held virtually or face-to-face (within any University and CDC guidelines at the time). Reports from the Secretary and Treasurer can also be provided. Meetings are to be very casual and fun, and in addition to club business, can serve as a time for SPS members to socialize and informally mentor one another. It is suggested some meetings be 'Pizza and Soda' meetings. Meetings are necessary to plan how to carry out the mission and the Objectives of the Chapter as outlined in Article II of this document.



## **ARTICLE VII. DUES**

There will be NO local dues collected by the Treasurer annually. Only the dues required by the National Office (\$24) are needed to be paid to be an official member of the Marshall University Chapter of the Society of Physics. Again, the endowed fund established by Frederick W. Smith for the Marshall University SPS Chapter may be used to pay for annual memberships dues as described in Article III section I.

## **ARTICLE VIII. PARLIAMENTARY AUTHORITY**

As noted in Article VI, the SPS President (with assistance from the Vice President) will be responsible for efficiently running the informal bi-weekly Chapter meetings. Reports from the Secretary and Treasurer can also be provided at will or if requested by the President or Vice President. Again, meetings are intended to be very casual and fun! That being said, in the event that the meetings for some reason or another become unruly, too time consuming, or inefficient, then as a last resort, the rules contained in the current edition of Robert's Rules of Order Newly Revised could be employed to govern the Chapter Meetings.

Here is a simplified version of the rules:

[https://assembly.cornell.edu/sites/default/files/roberts\\_rules\\_simplified.pdf](https://assembly.cornell.edu/sites/default/files/roberts_rules_simplified.pdf)

Having such a rigid dry meeting structure may well decrease student interest in the group meetings and thus the group involvement, so only use Robert's Rules as a last resort to regain control of the meetings. It is encouraged to find a different way to make the bi-weekly meetings fun, efficient, and productive again if they have deviated off that path.

## **ARTICLE IX. AMENDMENT OF BYLAWS**

These bylaws may be amended by a majority vote of SPS Members if less than or equal to 15 members, or a 2/3 majority vote if equal or over 16 members (over 66.7% or equal must approve), both with the approval of the SPS Advisor (the advisor's vote will break a tie if member numbers are less than or equal to 15), provided that the amendment shall have been proposed at least one meeting before the time of vote. Such amendments shall conform to the regulations established by the National Constitution of the Society of Physics Students. In the extremely rare event of a disagreement between Chapter officers and the Advisor, the dispute will be settled by the Director of the Society of Physics Students and the established protocols outlined in the Constitution of the Society of Physics Students Including Sigma Pi Sigma available to the Director. Both the SPS officers and SPS advisor are encouraged to contact the Director of SPS to make their case of the disagreement known. All amendments need submitted to the national Director of SPS for final approval.

## **ARTICLE X. THE MU SOCIETY OF PHYSICS STUDENTS ENDOWED FUND**

This endowment of \$25,000 and fund of \$3,000 were made possible by the very kind, generous, and patient Dr. Frederick W. Smith. Included here is some of the unsigned fund language. Should questions arise, signed copies of the entire fund agreement should reside with the SPS Advisor, The Physics Department Office at Marshall University, and the Dean's Office of the College of Science at Marshall University. Contact information for the foundation in which the fund is endowed is also provided at the end of this section.

Dr. Frederick W. Smith grew up in Huntington, West Virginia. He is the son of a former Marshall University President [1946-1968], Stewart H. Smith. In 1960, Dr. Frederick W. Smith graduated from Marshall High School (which was then on the Marshall College campus) and then pursued a B.A. degree in physics from Lehigh University and graduated in 1964. He then went on to Brown University and graduated with a PhD in solid state physics in 1969. After a postdoc at Rutgers University, he joined the faculty of the Physics Department of the City College of the City University of New York in 1970. There he had a 43-year long career as a physicist teaching and conducting experimental research in solid state physics and materials science. He is coauthor with Prof. Joel Gersten on the textbook "The Physics and Chemistry of Materials" and is an author of over 80 publications.

### **The Society of Physics Students Fund for the Marshall University Chapter of SPS**

**Purpose** - As a result of the establishment of this endowed Fund by Dr. Frederick W. Smith, it is the hope that all physics majors at Marshall University will also be SPS members; therefore, both the SPS group will remain strong for generations to come and all the physics majors will benefit from this Fund.

#### **More specifically, the Fund may be used:**

- to support the Marshall University Society of Physics Students (MU SPS) activities that promote interest in physics among students and the general public and communities on and off campus.
- to support MU SPS activities that are deemed imaginative and likely to contribute to the strengthening of the MU SPS program.
- to support any MU SPS designed projects that would be labeled as: group educational activities, outreach initiatives, activities, outings, including SPS designed events that are led by the students that would strengthen the bond between Marshall University physics faculty, prospective MU SPS students, prospective physics students, and communities on and off campus.

- to support any MU SPS outreach activities that the students organize or participate in that aligns with the mission of Marshall University and the National Society of Physics Students.
- to support student annual MU SPS memberships dues.
- to support events that would aim to recruit new MU SPS members.
- to support projects designed by MU SPS to promote physics across cultures.
- to support travel for the presentation of MU SPS student led research.
- to support any costs associated with hosting MU SPS chapter meetings, educational MU SPS group trips, and/or funds for attendance and regional and national SPS meetings.
- to strengthen MU SPS chapter.

The current physics faculty advisor (“Advisor”) of the Marshall University Society of Physics Students shall have the right to make recommendations to the Foundation with respect to all distributions made from the Fund. In absence of an official SPS chapter, following Schedule A (catastrophe planning) in the Fund agreement established by the Foundation for the Tri-State Community specifically for this fund (contact the Foundation for the Tri-State Community for more information on Schedule A if needed), alternatively the Physics Faculty Advisor for the Physics Student Club, or in absence of a Physics Student Club, the Physics faculty member that is paired with student(s) working on projects that promote Physics and/or Science in general that align with the mission of the National Society of Physics Students, shall have the right to make recommendations to the Foundation with respect to all distributions made from the Fund. In the event that an SPS chapter and the Physics Student Club do not exist and there are multiple students seeking to work with multiple physics faculty members on projects that will use the Fund, the chair of the department which houses physics faculty members shall fill the Advisor role and have the right to make recommendations to the Foundation with respect to all distributions made from the Fund (physics faculty members must then seek approval of that chairperson when multiple faculty are involved). Recommendations of the Advisor shall be solely advisory and not binding on the Foundation.

The enrollment of physics majors across the country compared to other majors is low and with college enrollments trending down as a nation, there may be times when enrollment in the MU SPS organization in the future is zero, simply due to low enrollment of physics majors (although one does not have to be a physics major to be part of SPS). As such, the Donor has contemplated the following situations and wishes to provide these thoughts for the Board to evaluate should the Fund be unable to pay out over a period of time.

Due to reasons beyond their control, if the MU SPS chapter can no longer maintain an official status of a University Chapter with the National SPS organization for whatever reason, the Fund can be used by students that form a Physics Student Club that is recognized by the Department of Physics on Marshall University and models their actions, roles, and responsibilities after an official SPS chapter. This Physics Student Club should have a nominated Faculty advisor like a normal SPS chapter would. This is an option to be employed only if an official SPS chapter status cannot be obtained for whatever reason. Documented reasoning needs to be provided as to why an official SPS chapter cannot be formed for this option. All efforts should be made to have an official SPS chapter, so students receive the benefits of being an official SPS chapter. In this particular instance, it would be desired that most of the members be Physics majors, even though membership in an official SPS chapter does not require being a physics major.

If at some point the University must restructure the colleges and/or the Physics Department becomes a teaching department and the physics major is temporarily suspended or terminated, the Fund could be used to support any student or collection of students that want to use the Fund for projects that promote Physics and/or Science in general that align with the mission of the National Society of Physics Students. Ideally, in this instance, a physics faculty member from the Marshall University Physics Department (or the department which houses physics faculty members) will be paired with the student(s) to make sure the Fund is used in a way that would align as best as possible with the mission of the National Society of Physics Students and the Donor's intent. A 'physics faculty member' is defined as a faculty member that teaches physics courses for the University. In the event there are multiple students seeking to work with multiple physics faculty members, the chair of the department which houses physics faculty members could help mediate conflicts that may arise between multiple faculties/students and help with suggested distribution of funds in the role of the Advisor.

The funds are to be used for the activities that the MU SPS students want to participate in. With that being said, whoever is the official MU SPS physics faculty advisor, or alternatively the physics faculty advisor to a Physics Student Club, or alternatively the physics faculty member that will be paired with the student(s) interested in using the Fund, or alternatively the chair of the department which houses physics faculty members, the person in this role, regardless of the title of the role, must be held accountable to make sure that the requested use of the Fund matches the Donor's intent and is aligned with the mission of the National Society of Physics Students as best as possible.

The students in the MU SPS group are to decide how the funds are to be used; generally, the funds are to be used for the activities of the MU SPS group, not necessarily individual members, or officers within it.

The fund is not to be used for faculty or department endeavors as the Fund has been specifically established by the Donor to be for the activities carried out by the SPS members (or in absence of an official SPS chapter, alternatively the students in a Physics Student Club, or in absence of a Physics Student Club, for student(s) projects that promote Physics and/or Science in general that align with the mission of the National Society of Physics Students).

For more information on the Marshall University Society of Physics Students fund, contact:

Kathryn Davis Lamp, J.D.  
President  
Foundation for the Tri-State Community, Inc.  
P.O. Box 2096  
Ashland, KY 41105  
(606) 324-3888  
(304) 942-0046  
[www.tristatefoundation.org](http://www.tristatefoundation.org)

\*Variations in bylaws, as required to suit local circumstances, are acceptable providing they agree with the spirit of the National Constitution of the Society of Physics Students.

\*\*Article III, Section 2 and Article IV, Section 3 must be included by, and only by, institutions eligible to elect members into Sigma Pi Sigma (accredited, four-year institutions offering at least a bachelor's degree in physics).

\*\*\*The requirement in Article III, Section 2, Clause 1(c) is not a constitutional requirement. However, it is usually easier to obtain a grade point average from the Recorder's Office than a class rank. Provision should be made to periodically check with the Recorder's Office that the specified GPA also satisfies Article III, Section 2, Clause 1(e), which requires members-elect to rank in the upper one third of their college class and which is a minimum requirement specified in the National Constitution.