### Parnassus Constitution

#### Article I: Name

##### §1

The name of this organization is to be **The Parnassus Undergraduate Research Journal** (henceforth referred to as simply **Parnassus**). #### Article II: Purpose ##### §1 The purpose of Parnassus is to maintain an archive of reviewed, high-quality submissions of scholarship and artwork concerning Greece, Rome, and the Ancient World. ##### §2 Anything maintained in the Archive is to be published in CrossWorks, the digital publication service at the College of the Holy Cross. ##### §3 A print edition, quarried from the Parnassus Archive, is to be published or not published at any time at the discretion of the Executive Board. #### Article III: Membership and Officer Positions ##### §1 Membership in Parnassus is restricted to Holy Cross students. ##### §2 By virtue of their attendance, attendees of any given Executive Meeting are to be considered members of that meeting’s Executive Board. Decisions concerning the future of Parnassus, provided that they do not contradict the Parnassus Constitution, are to be made by simple majority vote of the Executive Board. The Executive Board is responsible for the final approval of submissions for entry into the Archive and for the procedure and content of a publication. The Executive Board is also responsible for nominating by simple majority vote approved submissions to be considered for recognition by the Classics Department. ##### §3 The Faculty Advisor of Parnassus is to be selected by the Classics Department chair, upon the consent of the selectee. The Faculty Advisor is responsible for calling the first meeting in a given year, approving constitutional amendments, and being an advisory resource for Parnassus members concerning Parnassus. ##### §4 Officer positions are to be issued by simple majority vote of the Executive Board. Only self-nominations for election may be made. ##### §5 Officer positions are to be as follows:

1. Submission Editors, of unspecified number;
2. a Publicity Editor;
3. a Correspondence Editor;
4. a Format Editor;
5. a Web Editor;
6. a Secretary.

Responsibilities for positions ii-vi may be divided amongst multiple Co-Editors, as the Executive Board sees fit. Any Parnassus member may hold the position of Submission Editor in addition to any other position, excluding that of Correspondence Editor. No other two positions may be allotted to a single Parnassus member. ##### §6 Submission Editors are responsible for editing submissions into a state as close to publication-worthy as possible by working one-on-one with the Authors. All editorial decisions must be made with the consent of the Author. The Submission Editor is responsible for ensuring that original authorship is not lost in the editorial process. ##### §7 The Publicity Editor is responsible for crafting and carrying out publicity strategy. The Publicity Editor is permitted to enlist assistance from members of the Executive Board, with consent of the selectee(s). The Publicity Editor is responsible for organizing the solicitation of submissions, as well as coordinating publication in CrossWorks. ##### §8 The Correspondence Editor shall be responsible for coordinating communication between Submission Editors and Authors. This shall include connecting each Submission Editor with the Authors whose work he or she is to edit. The Correspondence Editor is responsible for keeping each Author updated on the status of his or her submission, as to whether it is pending approval, approved, digitally published, nominated for print publication, approved for print publication, nominated for departmental recognition, or approved for departmental recognition. The Correspondence Editor shall also be responsible for distributing via email summaries of Executive Meetings as submitted to him or her by the Secretary. The Correspondence Editor shall be given access, for the duration of his or her tenure, to the official Parnassus Journal e-mail account, and is to have the responsibility to use it for all official Parnassus communications. The Correspondence Editor is barred from taking part in votes of the Executive Board which decide on the approved or unapproved status of a submission. ##### §9 The Format Editor is responsible for formatting approved submissions in Markdown, as well as the generation via PanDoc of publication-specific versions of submissions. ##### §10 The Web Editor is responsible for maintaining the Archive of submissions, at different stages of approval, in the official Parnassus Github repository. The Web Editor is to be given write access, for the duration of his or her tenure, to the official Parnassus Github repository. ##### §11 The Secretary is responsible for taking minutes of meetings and submitting to the Correspondence Editor meeting summaries to be distributed via the official Parnassus Journal e-mail account to the entirety of Parnassus membership. Attendance of the Secretary to Executive Meetings is mandatory. ##### §12 Any officer position for which attendance of Executive Meetings is mandatory may appoint, for any given Executive Meeting, a proxy to fulfill his or her responsibilities in his or her stead. ##### §13 Officer elections will take place the semester previous to the beginning of the Term of Office. The Term of Office will last for one year and begin at the beginning of each fall semester. There is no term limit. ##### §14 A candidate is qualified for office if he or she is a member of Parnassus. #### Article IV: Submissions ##### §1 Submissions are to concern as a primary topic the Ancient World, focused upon but not restricted to Ancient Greece and Ancient Rome. Potential sub-topics may include, but are not limited to, art, culture, religion, mythology, history, historiography, paleography, archaeology, papyrology, manuscript studies, geography, musicology, philosophy, philology, linguistics, and literary analysis. Insightful and original submissions are to be encouraged. ##### §2 Approved submissions are to be of a high standard of quality. Only exceptional submissions are to be considered for departmental recognition. ##### §3 Submissions are to be restricted to neither Classics Majors nor Holy Cross students. However, undergraduate submissions are to be especially encouraged. #### Article V: Procedures ##### §1 Each year’s first Executive Meeting of Parnassus is to be called by the Faculty Advisor. The procedure of calling subsequent Executive Meetings that year is to be determined by the Executive Board. ##### §2 A publication of a print edition may be undertaken, by simple majority vote of the Executive Board, at any time. Nominated content is to be selected from the Parnassus Archive and its inclusion in the print edition shall be decided by simple majority vote of the Executive Board. The motion to publish a print edition may be proposed by any member of the Executive Board. A full proposal should include a list of nominations. The Executive Board may approve, approve with qualification, or reject any part or parts of the proposal. #### Article VI: Finances ##### §1 In the event of need, the Executive Board may call for the raising of funds in accordance with SGA Recognized Student Organization policies. #### Article VII: Constitutional Amendment ##### §1 Constitutional amendment is to be considered valid only if approved by a two-thirds majority of the Executive Board and by the Faculty Advisor. Proposals for constitutional amendment may be brought by any member of the Executive Board. #### Article VIII: Non-Discrimination and Statement of Conduct ##### §1 This student organization shall not discriminate nor give preferential treatment to any student based on gender, religion, ethnicity, sexual orientation, family and personal income, or political belief. ##### §2 This student organization shall uphold in the conduct of its affairs all policies and regulations of the College.