



Chapter Constitution

2006-2007

Article I

The name of this organization shall be The National Society of Collegiate Scholars at North Carolina State University.

Article II

Section 1 The purpose of this organization shall be as follows:

- A. To recognize and celebrate high achievement among first and second year students in all academic disciplines.
- B. To encourage and promote high standards throughout the collegiate experience.
- C. To provide opportunities for personal growth and leadership development for members.
- D. To provide scholarships, such as the Merit Award, Scholar Abroad, Scholar at Sea, and Graduate to member(s) who successfully apply and compete for these awards.
- E. To organize and encourage learning opportunities through community service.
- F. To foster an overall appreciation for the value of the higher education experience.
- G. To continue to uphold the standards determined by the Association of College Honor Societies as part of the organization's membership.

Section 2 The National Society of Collegiate Scholars agrees to abide by all rules and regulations which have been set forth for all students and organizations at North Carolina State University.

Article III

Section 1 Membership into The National Society of Collegiate Scholars is by invitation only and is open to students in all academic disciplines who meet the following criteria:

- A. Successfully completed at least twelve credit hours but no more than sixty.
- B. First or second year student at the time of affirmation.
- C. Attain at least a 3.4 grade point average on the 4.0 scale and rank in the top 20% of their class.
- D. Complete and return the membership profile and confirmation of society membership.
- E. Pay the Society induction and lifetime membership fee.

Section 2 The National Society of Collegiate Scholars at North Carolina State University is a chapter of the national organization The National Society of Collegiate Scholars. A Board of Directors, including the President and Executive Vice-President of the student led National Leadership Council, sets policy and governance for the national organization and determines all Society fees.



Section 3 Membership standards for the Society do not discriminate on the basis of race, sex, religion, nationality, disability, age, financial status, social status or sexual orientation.

Article IV

Section 1 This chapter should have a leadership group comprised of a president, executive vice president, vice president for community service, vice president for Planning for College Success (PFCS), secretary, treasurer and any other officer that the Society chapter believes necessary to meet its goals.

Section 2 The Society officers shall be elected by a fair and democratic process.

- A. Elections shall be held and reported to the national office by April 15.
- B. The outgoing officer board will hold a officer transition meeting with the incoming officer board.
- C. The outgoing officer board will end their term at the end of the spring quarter/semester.
- D. Newly elected officers will begin their term at the end of the spring quarter/semester.

Section 3 The duties and responsibilities will be defined as follows:

- A. For all officers:
 1. Committing fully to the NSCS chapter officer position for the duration of your term.
 2. Living the NSCS culture as an active member of the NSCS community.
 3. Promoting opportunities for members to make the most of their NSCS experiences.
 4. Recruiting members year-round, culminating with the member invitation season in the spring.
 5. Communicating information and reporting activities regularly to the NSCS national office both in times of success and in times of struggle.
 6. Holding an annual Induction Convocation to honor, inspire and engage new NSCS members.
 7. Running an effective chapter and planning events on campus that engage NSCS members.
 8. Sharing chapter achievements with administrators, faculty and media on campus.
 9. Upholding NSCS standards in all communications to effectively brand NSCS locally and nationally as an exceptional honors society.
 10. Sustaining the life of the chapter through comprehensive officer transitions and training.
 11. Developing personal and professional skills through leadership opportunities.



B. President

1. **Attend the Leadership Summit; if for any reason the president cannot attend the Summit then he/she shall find another officer or member to attend. Beginning in 2007-2008, chapters who register an officer and/or member for the Summit but do not actually attend the Summit will be penalized one STAR status level if applicable.**
2. Register chapter on campus as a recognized student organization.
3. Signature is included on all chapter banking records; including as a co-signer for chapter checks.
4. Work with officer board to organize, plan and facilitate the growth and success of the chapter.
5. Ensure all officers understand and carry out responsibilities.
6. Meet once a month with chapter advisor.
7. Maintain positive relationship with school by abiding by university/college guidelines.
8. Act as a liaison between the national office and local chapter.
9. Meet all deadlines set by the national office.
10. Determine Distinguished Member nominations with member and officer input.
11. Organize officer elections and submit results to the national office by April 15.

C. Executive Vice President

1. Oversee the planning of the induction convocation.
2. Plan and coordinate chapter officer meetings.
3. Plan and coordinate chapter general membership meetings.
4. Distribute all information about national opportunities to members and officer board.
5. Coordinate Spirit Week(s).
6. Fulfill the duties of the chapter president in his/her absence

D. Vice President for Community Service

1. Work diligently to involve members in community service initiatives.
2. Organize and coordinate service events
3. Be prepared, visible and accessible at all projects.
4. Promote and involve members in community service initiatives at all levels:
 - a. Planning.
 - b. Publicity.
 - c. Execution.
 - d. Post follow up.
5. Collaborate with other campus or community organizations for events.
6. Ensure appropriate follow up after each activity.



- a. Send thank you cards via US mail.
 - b. Send thank you e-mail to participants.
 7. Work with the national office to involve the chapter in the NSCS days of service:
 - a. Make a Difference Day.
 - b. Martin Luther King Jr. Day.
 - c. National Youth Service Day.
- E. Vice President for Planning for College Success (PFCS)
1. Work with the national PFCS coordinator on all components of PFCS.
 2. Establish/maintain/expand the NSCS PFCS program on your campus.
 3. Establish and maintain relationship with partner school/organization staff.
 4. Plan regular PFCS activities, which include: ongoing school visits, assemblies, and/or a March to College Day.
 5. Recruit and train PFCS volunteers on campus (this may involve non-NSCS members.)
 6. Provide ongoing communication and support to volunteers.
 7. Be an active, energetic, and visible participant at all PFCS events.
 8. Regularly communicate with the national office staff person in charge of PFCS about all components of the program.
 9. Submit updates about PFCS activities to the national office via Report PFCS Activities in the Officer Tools at www.nscs.org
 10. Solicit feedback from volunteers, students, and partner school/organization staff.
 11. Solicit written testimonials from volunteers, students, and partner school/organization staff.
- F. Secretary-Treasurer (may be split into two positions)
1. Record minutes of the officer and general meetings
 2. Take attendance at meetings (officer meetings may take place via conference call or IM).
 3. Provide updates at officer meetings about budget and total of NSCS Rewards Points.
 4. Maintain records for Attendance Tracking Program.
 5. Submit notes of meetings to chapter members and NSCS national office via Report Meeting Minutes under Officer Tools at www.nscs.org.
 6. Prepare annual chapter budget, manage and oversee all financial transactions for the chapter, in conjunction with chapter advisor.
 7. Signature is included on all chapter banking records including as a co-signer for chapter checks in conjunction with the president.
 8. Establish and follow reimbursement procedures.



9. Facilitate all correspondence and distribution of materials to chapter members.

Section 4 Faculty Advisor Term

A faculty or staff member of the institution shall be elected to serve as the advisor for the chapter. The amount of time the advisor serves in this capacity shall be individually determined but should be no less than one year. If an advisor chooses to resign for any reason, the advisor and chapter president shall immediately notify the Society's national office and meet with the chapter leadership to discuss and designate a replacement.

Section 5 Removal of Executive Board Member

An executive board member and advisor of a NSCS chapter may initiate removal of an elected officer if this officer meets one or more of the offenses designated in Article IV, Section 6. Final decision of removal from an office shall be subject to the approval of the executive board and advisor.

- A. To initiate the removal of an elected officer, the situation will be brought to the attention of the executive board and the advisor.
- B. The executive board and the advisor shall convene an officer meeting where at the officer in question will be given an opportunity to share his/her perspective on the matter.
- C. After the meeting takes place, the executive board will then vote on whether the officers' actions are grounds for removal. The advisor will not vote, but will ensure a fair decision is reached.
- D. If there is a majority vote to remove the officer, he/she will be notified of the decision within two days. An officer can be removed from the executive board due to a failure to fulfill the duties of the position which are stated in the chapter constitution. Refer to Article IV, Section 6 for a list of offenses. Once the officer has been removed, it is the duty of the chapter president to inform the national office of the decision and to hold a special election to fill the vacant position.

Section 6 Removable Offenses

- A. Failure to uphold duties of the positions as set forth by the chapter constitution.
- B. Failure to uphold appropriate conduct standards when representing NSCS.
- C. Misuse or misappropriation of chapter funds.
- D. Failure to comply with attendance requirements of all meetings as set forth by the executive board unless granted an excused absence by the executive board.

Article V

This chapter constitution may not be amended without written approval of the Society Board of Directors. Proposed amendments must be in writing to the executive director at the national office. This chapter constitution serves as the complement to the Constitution and Bylaws of the National Society of Collegiate Scholars.

The National Society of Collegiate Scholars At North Carolina State University

Article I

The name of this organization shall be The National Society of Collegiate Scholars at NC State.

Article II

- Section 1. The purpose of this organization shall be as follows:
1. To recognize and celebrate high achievement among first and second year students in all academic disciplines.
 2. To encourage and promote high standards throughout the collegiate experience.
 3. To provide opportunities for personal growth and leadership development for members.
 4. To provide a National Society of Collegiate Scholars Merit Award to one outstanding member per year.
 5. To organize and encourage learning opportunities through community service.
 6. To foster an overall appreciation for the value of the higher education experience.
- Section 2. The National Society of Collegiate Scholars agrees to abide by all rules and regulations which have been set forth for all students and organizations at NC State

Article III

- Section 1. Membership into The National Society of Collegiate Scholars is by invitation only and is open to student in all academic disciplines who meet the following criteria:
1. Successfully completed at least twelve credit hours but no more than sixty.
 2. First or second year student at the time of affirmation.
 3. Attain at least a 3.4 grade point average on the 4.0 scale.
 4. Complete and return the membership profile and confirmation of society membership.
 5. Pay the Society induction and lifetime membership fee.
- Section 2. The National Society of Collegiate Scholars at NC State is a chapter of the national organization The National Society of Collegiate Scholars. A Board of Directors who are responsible for determining the Society induction and lifetime membership fee governs the national organization.
- Section 3. Membership into the Society will not discriminate on the basis of race, sex, religion, nationality, disability, age, financial status, social status or sexual orientation.

Article IV

- Section 1. This chapter should have a leadership group comprised of a president, executive vice president, vice president for community service,

secretary, treasurer and any other officer that the Society chapter believes necessary to meet its goals.

Section 2. The Society Officers shall be elected by a fair and democratic process.

Section 3. The duties and responsibilities will be defined as follows:

1. Society President
 - A. Organize, plan and facilitate the growth of and success of the chapter.
 - B. Plan and coordinate meetings of the Society chapter officers.
 - C. Plan and coordinate chapter meetings.
 - D. Oversee the planning of the induction convocation.
 - E. Meet regularly with the chapter advisor.
 - F. Determine Distinguished Members to be inducted with the input of the chapter and other officers.
2. Executive Vice President
 - A. Work with the Society president to assure the growth and success of the chapter.
 - B. Oversee the planning of the Induction Convocation.
 - C. Attend meetings of the chapter that are called by the Society President.
 - D. Fulfill the duties of Society President, in the absence of the Society President.
3. Vice President for Community Service
 - A. Work diligently to involve members in service to the community.
 - B. Work with the National Office to involve the chapter in national service initiatives.
 - C. Attend meetings of the chapter that are called by the Society President.
4. Secretary- Treasurer
 - A. Conduct all correspondence of the chapter.
 - B. Organize distribution of materials to members.
 - C. Record minutes of the leadership and general meetings and forward these to the membership and the National Office.
 - D. Attend meetings of the chapter that are called by the president.
 - E. Manage and oversee, in conjunction with the advisor, all financial transactions of the chapter.
 - F. Submit to the National Office a yearly financial report on behalf of the chapter.

- G. Prepare a budget for the chapter.
5. Planning for College Success coordinator
- A. Coordinate the efforts of the NSCS PFCS Junior High Outreach Program on campus.
 - B. Establish and maintain relationship with junior high school staff.
 - C. Attend the Leadership Summit for PFCS Training
 - D. Train PFCS volunteers on campus.
 - E. Compile and forward to national office, weekly activity reports.

Section 4. A faculty or staff member of the institution shall be elected to serve as the advisor for the chapter. The amount of time the advisor serves in this capacity shall be individually determined but must be no less than one year. If an advisor chooses to resign for any reason, the advisor shall immediately notify the Society National Office and meet with the chapter leadership to discuss and designate a replacement.

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Honor. Inspire. Engage.

February 12, 2008

Deborah Felder
Student Organization Resource Center, North Carolina State University
1202 Talley Student Center
Campus Box 7306
Raleigh, NC 27695-7306

Dear Ms. Felder:

I'm writing on behalf of The National Society of Collegiate Scholars (NSCS) an honor society where students work together to honor, inspire, engage and mobilize fellow members to make a difference.

In a few days, NSCS will mail invitations to students on your campus who are eligible for membership. We invite first- and second-year students who rank in the top 20 percent of their class and have a minimum grade point average of 3.4. We have more than 229 chapters, including North Carolina State University, in all 50 states, the District of Columbia and Puerto Rico. NSCS is also a recognized member of the Association of College Honor Societies.

NSCS' key values are scholarship, leadership and service. That's why one of our signature initiatives is the **Planning for College Success** program, in which our members mentor local middle school students.

Like you, we are concerned with integrity—academic and otherwise. We are addressing this through an initiative called **I Stand for Integrity Day**, which will take place on April 9 this year. Our chapters commemorate this day by hosting events designed to raise their campus's awareness of integrity.

We also recognize that members need our financial support on their journey through college and beyond. In fact, we have awarded more than \$350,000 in scholarship funding since our founding in 1994 at The George Washington University. Below are some examples of our scholarships:

- Fifty new members are recognized each year with a \$1,000 Merit Award
- Study Abroad and Scholar at Sea scholarships are awarded each semester
- Four members receive a \$5,000 graduate school scholarship.

Along with this letter we've included a profile of the North Carolina State University NSCS chapter, which includes member and chapter achievements, as well as a list of the NSCS chapter officers at North Carolina State University. We hope that you will encourage your students to join.

Thank you for taking the time to read about NSCS' accomplishments and particularly the achievements of members at North Carolina State University. You can learn more on our Web site, www.nscs.org.

Warm Regards,

Stephen E. Loflin
Executive Director

The NATIONAL
SOCIETY of
COLLEGIATE
SCHOLARS

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Washington, DC 20036

Phone 202.265.9000
Fax 202.265.9200

nscs.org

Member, Association of College Honor Societies

North Carolina State University

Charter Year

2000

Current Active Members

582

Officers

Julie De Coster, Co-President
Krystina Geiger, Co-President
Rachel Koontz, Executive Vice President
Kristin Cain, Secretary
David Robertson, Treasurer
Amber Harper, VP of Community Service
Jonathan Mehta, VP of Planning for College Success
Sable Watson, VP of Public Relations
Brittany Hoyle, Social Chair

Advisor

Andrea Atkin, Academic Advisor and Assistant Director,
First Year College

Distinguished Members

Christopher N. Chafin, Academic Advisor, First Year
College
Dr. Janice E. Odom, Assistant Vice Chancellor, Student
Affairs
Dr. John T. Ambrose, Director, First Year College
Dr. Monica Terrell Leach, Assistant Dean for Academic
Affairs
Janey Musgrave, Director, Center for Student Leadership,
Ethics, and Public Service
Kenneth W. Gattis, Director of the Undergraduate
Tutorial Center

Chapter Highlights for Fall 2007

★ NSCS members volunteered at the Salvation Army's Emergency Shelter for Women and Children in
November 2007.

Merit Award

NSCS gives this \$1,000 scholarship to 50 new members.

2005

Brian L. Clark

2004

Marian Brooke Outland

2003

Brandy Mace
Bridgette Holley

2002

Andrea Jean Williams

2001

Jonathan Preston Cranford

President's Volunteer Service Award

*This is a community service award given to members who
fulfill the requirements of the President's Volunteer
Service Award, i.e. 100 hours of service.*

2003

Amanda Floerchinger

2002

Eric Hudgins
Chavon Hilliard

Scholar of Promise

*This is a community service award given to members who
perform 50 hours of youth-oriented service.*

2004

Brandy Mace

