

CHAPTER EFFECTIVE DATE: 05 May 1995

Phi Alpha Honor Society
Epsilon Kappa Chapter
Social Work Program
North Carolina State University
Raleigh, NC 27695-7639

Eager to promote a closer bond among students of social work and to enter into more intimate fellowship with those dedicated to the promotion of humanitarian goals and ideals by a professional group for which quality educational preparation is deemed imperative, students and faculty involved in social work education at North Carolina State University resolve to sponsor a Chapter of Phi Alpha National Honor Society, thereby to foster high standards of education for social work and to invite into membership those who have attained excellence of scholarship and distinction of achievement as students of social work.

ARTICLE I

The Supreme Law

This chapter of Phi Alpha shall be affiliated with the organization known as Phi Alpha Honor Society and to its National Council. The Constitution membership and program shall be consistent with the Constitution and Statues of the national organization.

ARTICLE II

Purposes

The purposes of this chapter of Phi Alpha shall be:

Section 1. To recognize and promote scholastic achievement among students and faculty involved in the undergraduate and graduate social work program at North Carolina State University.

Section 2. To recognize, improve and further the goals of social work in the community, state, nation and world.

Section 3. To stimulate interest in preparation for a career in social work.

Section 4. To encourage continued study and research at the undergraduate level, the graduate level and in professional practice.

Section 5. To recognize those professional social workers and others whose service, contributions and leadership are held in esteem.

ARTICLE III

Government

Section 1. The supreme governing body shall be the National Council as defined in the National Constitution.

Section 2. The governing body of this chapter shall be the duly elected officers of the Executive Committee as defined in the By-Laws.

ARTICLE IV

Membership

Section 1. Any undergraduate or graduate social work student at North Carolina State University who meets the qualifications set forth in the By-Laws shall be eligible for active membership.

Section 2. Faculty members having an official connection with the social work curriculum may be granted membership upon invitation of the Executive Committee and approval of the Chapter membership.

Section 3. Honorary membership may be granted to professional social workers and others whose support of social work education and practice merit such recognition.

ARTICLE V

Insignia

Section 1. The official logo of the society shall be the Phi Alpha Key, which was approved by the National Honor Society Committee. The Key shall be issued to and worn only by members of the society.

Section 2. Colors of the society shall be blue and gold as established by the National Honor Society Committee. Royal blue and light gold are preferred.

Section 3. Certificates of membership shall be issued to all new members at the chapter's initiation ceremony.

ARTICLE VI

Meetings

Chapter meetings shall be held a minimum of two times during the academic year.

ARTICLE VII

Constitutional Amendments

Section 1. This constitution may be amended by a majority vote of the Executive Committee and upon ratification by a three-fourths vote of the active chapter membership.

Section 2. Amendments may be proposed to the Executive Committee by any active member of the chapter.

Phi Alpha Honor Society

Social Work Program

North Carolina State University

Raleigh, NC 27695-7639

Chapter I

Officers of the Executive Committee

Section 1. The officers of the organization shall consist of a President, Vice-President, Secretary and Treasurer to be elected by a majority vote of the active chapter membership.

Section 2. The President shall preside at meetings of the chapter; appoint such committees as may be provided for by Chapter Constitution or By-Laws or by vote of the chapter; call special meetings of the chapter; be responsible for all chapter reports; perform the duties of ritual chair at initiation ceremonies, and promote the welfare of the Society and Chapter.

Section 3. The Vice-President shall perform all the duties of the President in the latter's absence or disability and any other duties assigned by the President. Also, the Vice-President shall serve as the College of Humanities and Social Sciences Council Representative.

Section 4. The duties of the Secretary shall be as follows:

- a. To obtain from the President the list of all students eligible for membership.
- b. Mail all invitations and applications to qualified students.
- c. To forward to the Treasurer of the Executive Committee the following:
 - (1) The national initiation fee for each student and faculty initiate prior to his or her acceptance into membership.
 - (2) A report certified by the faculty advisor covering the chapter year not later than June 30. The report is to include financial statement, and a list detailing the dates of the meetings held during the year.
- d. Fulfill such additional duties as may be required by the Executive Committee or by the Chapter Constitution, the By-Laws, Resolutions, or vote of the chapter membership.

Section 5. The duties of the Treasurer shall be as follows:

- a. To send to the National Headquarters the initiation fees for each new student and faculty initiate.
- b. To maintain the chapter account, relations with the bank and oversee all financial transactions.

Section 5. A faculty member in the undergraduate or graduate social work program shall serve as a faculty advisor.

CHAPTER II

Organization and Procedures

Section 1. The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, Chair of the standing committees and the faculty advisor.

Section 2. The Chapter shall meet in official sessions at least once each term of the academic year.

Section 3. Standing Committees may be appointed by the President with the approval of the Executive Committee.

Section 4. Special committees may be appointed by the President.

Section 5. The Chapter year shall begin on July 1 and end on June 30.

Section 6. The Chapter shall maintain adequate and accurate records of its membership, activities and finances. Such records shall be kept in such a way as to serve as a permanent and historical record.

Section 7. Qualified persons may be inducted into membership any time of the year.

Section 8. Election of officers will be held at the end of each semester.

CHAPTER III

Membership

Section 1. An undergraduate student is eligible for active membership after achieving the following National minimum requirements and meeting local chapter requirements:

- a. Declared social work as a major.

- b. Achieved sophomore status.
- c. Completed 9 hours of required social work courses.
- d. Achieved an overall grade point average of 3.0 (on a 4.0 scale).
- e. Achieved a 3.25 grade point average in required social work courses.
- f. Accepted in to the professional degree program of the Social Work Program.

Section 2. A faculty member may be granted membership by invitation of the Executive Committee and approval of the Chapter membership.

Section 3. The Executive Committee with approval of the membership, may grant Honorary Membership to a maximum of two individuals per year who have made outstanding contributions to the field of social work. Honorary members shall not be assessed membership dues.

Section 4. The method of granting membership shall be in accordance with procedures established by the local chapter:

- (1) Complete an application
- (2) Attach proof of GPA
- (3) Demonstrate dedication to the promotion of humanitarian goals and ideals by:
 - (a) Completing an interview with the Executive Committee or to
 - (b) Write an essay to be reviewed by the Executive Committee.

Section 5. Any member may be expelled from membership for reasons of academic or personal conduct unbecoming a student of social work, by a three-fourths vote of the chapter, after a thorough investigation has been made by the Executive Committee, and the member so charged has been granted an impartial hearing before the Executive Committee. Dismissal from the Social Work program or University is cause for automatic recommendation for expulsion.

CHAPTER IV

Dues

Section 1. The initiation fee shall be of sufficient amount to include the following:

- (a) the initiation fee required by the National Society
- (b) the initiation fee required by the local chapter

Section 2. Annual chapter dues will be established in accordance with chapter needs by action of the Executive Committee and by a three-fourths vote of the chapter membership present.

Section 3. Special fees, assessments, fines and penalties may be levied by the Executive Committee and a three-fourths vote of the chapter membership present.

CHAPTER V

Amendments

These By-Laws may be amended by a majority vote of the Executive Committee and upon ratification by a three-fourths vote of the active membership.

CONSTITUTION

EPSILON KAPPA CHAPTER

EFFECTIVE APRIL 1995.

Phi Alpha Honor Society

Social Work Program

North Carolina Sate University

Raleigh, NC 27695-7639

Eager to promote a clear bond among students of social work and to enter into more intimate fellowship with those dedicated to the promotion of humanitarian goals and ideals by a professional group for which quality educational preparation is deemed imperative, students and faculty involved in social work education at North Carolina State University resolve to sponsor a chapter of Phi Alpha National Honor Society, thereby to foster high standards of education for social work and to invite into membership those who have attained excellence of scholarship and distinction of achievement as students of social work.

ARTICLE I

The Supreme Law

This chapter of Phi Alpha shall be affiliated with the organization known as Phi Alpha Honor Society and to its National Council. The Constitution, membership and program shall be consistent with the Constitution and Statutes of the national organization.

ARTICLE II

Purposes

The purposes of this chapter of Phi Alpha shall be:

Section 1. To recognize and promote scholastic achievement among students and faculty involved in the undergraduate social work program at North Carolina State University.

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Section 3. To stimulate interest in preparation for a career in social work.

Section 4. To encourage continued study and research at the undergraduate level, the

graduate level, and in professional practice.

Section 5. To recognize those professional social workers and others whose service, contributions and leadership are held in esteem.

ARTICLE III

Government

Section 1. The supreme governing body shall be the National Council as defined in the National Constitution.

Section 2. The governing body of this chapter shall be in the duly elected officers and the Executive Committee as defined in the By-Laws.

ARTICLE IV

Membership

Section 1. Any undergraduate social work student at North Carolina State University who meets the qualifications set forth in the By-Laws shall be eligible for active membership.

Section 2. Faculty members having an official connection with the social work curriculum may be granted membership upon invitation of the Executive Committee and approval of the chapter membership.

Section 3. Honorary membership may be granted to professional social workers and others whose support of social work education and practice merit such recognition.

ARTICLE V

Insignia

Section 1. The official logo of the society shall be the phi Alpha Key which was approved by the National Honor Society Committee. The key shall be issued to and worn only by members of the society.

Section 2. Colors of the society shall be blue and gold as established by the National Honor Society Committee. Royal blue and light gold are preferred.

Section 3. Certificates of membership shall be issued to all new members at the chapter's initiation ceremony.

ARTICLE VI

Meetings

Chapter meetings shall be held a minimum of two times during the academic year.

ARTICLE VII

Constitutional Amendments

Section 1. This constitution may be amended by a majority vote of the Executive Committee and upon ratification by a three-fourths vote of the active chapter membership.

Section 2. Amendments may be proposed to the Executive Committee by any active member of the chapter.

AFFIRMATIVE ACTION STATEMENT

Membership shall be available to all eligible persons without regard to age, gender, color, race, creed, ethnic or national origin, political or sexual orientation, or disability.

**BY-LAWS
EPSILON KAPPA CHAPTER**

Phi Alpha Honor Society
Social Work Program
North Carolina State University
Raleigh, NC 27695-7639

Chapter I

Officers of the Executive Committee

Section 1. The officers of the organization shall consist of a President, Vice-President, and Secretary -Treasurer to be elected by a majority vote of the active chapter membership.

Section 2. The duties of the President shall be as follows:

- a. To preside at meetings of the chapter.
- b. To appoint such committees as may be provided for by Chapter Constitution or By-Laws or by vote of the chapter; call special meetings of the chapter
- c. To be responsible for all chapter reports (eligible students, end financial statements, list of graduating seniors, etc.)
- d. To regularly check and maintain timely correspondence through the chapter email account.
- e. To perform the duties of ritual chair at initiation ceremonies.
- f. To pass on the information relevant to his or her position to the president-elect.
- g. To promote the welfare of the Society and Chapter.

Section 3. The duties of the Vice President shall be as follows:

- a. To perform all the duties of the President in the latter's absence or disability.
- b. To perform any other duties assigned by the President.
- c. To work in conjunction with the President in preparation of chapter reports.
- d. To serve as the College of Humanities and Social Sciences Council Representative.
- e. To maintain an updated accurate membership database.

f. To pass on the information relevant to his or her position to the vice president-elect.

g. To promote the welfare of the Society and Chapter.

Section 4. The duties of the Secretary-Treasurer shall be as follows:

a. To obtain from the President the list of all students eligible for membership.

b. Mail all invitations and applications to qualified students.

c. Collect initiation dues from the initiates and semester dues from the membership.

d. To forward to the President the following:

(1) The national initiation fee for each student and faculty initiate prior to his or her acceptance into membership.

(2) A report certified by the faculty advisor covering the semester not later than graduation day. The report is to include financial statements, budget reports and a list detailing the dates of the meetings and events held during the semester. At the end of the chapter year (June 30) these reports are to be combined and mailed to the National Office.

e. Fulfill such additional duties as may be required by the President, Executive Committee or by the Chapter Constitution, the By-Laws, Resolutions, or vote of the chapter membership.

f. To work in conjunction with the President in preparation of chapter reports.

g. To send to the National Headquarters the initiation fees for each new student and faculty initiate.

h. To maintain the chapter account, relations with the bank and oversee all financial transactions.

i. To pass on the information relevant to his or her position to the secretary-treasurer-elect.

j. To promote the welfare of the Society and Chapter.

Section 6. A faculty member in the undergraduate or graduate social work program shall serve as a faculty advisor.

CHAPTER II

Organization and Procedures

Section 1. The Executive Committee shall consist of the President, Vice-President, Secretary-Treasurer, Chairs of the committees (if any) and the faculty advisor.

Section 2. The Chapter shall meet in official sessions at least twice each term of the academic year.

Section 3. Standing Committees may be appointed by the President with the approval of the Executive Committee.

Section 4. Special committees may be appointed by the President.

Section 5. The Chapter year shall begin on July 1 and end on June 30.

Section 6. The Chapter shall maintain adequate and accurate records of its membership, activities and finances. Such records shall be kept in such a way as to serve as a permanent and historical record.

Section 7. Qualified persons may be inducted into membership any time of the year.

Section 8. Election of officers will be held at the end of each semester.

CHAPTER III

Membership

Section 1. An undergraduate student is eligible for active membership after achieving the following National minimum requirements and meeting local chapter requirements:

- a. Declared social work as a major.
- b. Achieved sophomore status.
- c. Completed 9 hours of required social work courses.
- d. Achieved an overall grade point average of 3.0 (on a 4.0 scale).
- e. Achieved a 3.25 grade point average in required social work courses.
- f. Accepted into the professional degree program of the Social Work Program.

Section 2. A graduate student is eligible for active membership after achieving the following National minimum requirements and meeting local chapter requirements:

- a. Completed one term of course work with the minimum number of social work credits as determined by the local chapter (6 hours).
- b. Achieved a minimum grade point average of 3.5 based on 4.0 scale

Graduate students holding an undergraduate membership to Phi Alpha shall be recognized as members of the Epsilon Kappa Chapter of Phi Alpha upon entering the graduate degree program. Active membership shall be attained through successful adherence to the terms outlined in the constitution and by-laws.

Section 3. A faculty member may be granted membership by invitation of the Executive Committee and approval of the Chapter membership.

Section 4. The Executive Committee with approval of the membership may grant Honorary Membership to a maximum of two individuals per year who have made outstanding contributions to the field of social work. Honorary members shall not be assessed membership dues.

Section 5. The method of granting membership shall be in accordance with procedures established by the local chapter:

- (1) Complete an application.
- (2) Attach proof of GPA
- (3) Demonstrate dedication to the promotion of humanitarian goals and ideals.
- (4) Demonstrate dedication to the society and chapter.
- (5) Paying proper chapter dues.

Section 5a. Requirements for Continued Active Membership

In order for a member to retain active status, he/she must meet the following minimum requirements each semester:

- (1) Pay semester dues by deadline set by executive committee or contact executive committee by said date to make payment arrangements.
- (2) Attend at least 1 meeting of the chapter per semester.
- (3) Commit at least 2 hours of service to the chapter per semester (this requirement can be met through service project participation, assistance with chapter functions, help with fundraisers, or other activities deemed appropriate by executive committee.)
- (4) Meet these requirements prior to the end of the months of April of spring semester and December of fall semester.

Failure to meet these requirements will result in inactive status. Inactive status is characterized by:

- 1) Inability to vote or have say in chapter elections/disputes.
- 2) Inability to purchase or wear Phi Alpha regalia during commencement exercises.
- 3) Forfeit of privilege of senior gift and recognition at graduation.

If a member falls into inactive status at any time, in order to regain status as an active member, they must make a plea in writing to the executive board to be voted upon by the active membership. They may be reinstated only by a three-fourths vote of active membership present.

This policy does not apply to those members taking a leave of absence, for members who are doing out of town internships, or members who become seriously ill.

Section 6. Any member may be expelled from membership for reasons of academic or personal conduct unbecoming a student of social work, by a three-fourths vote of the chapter membership present, after a thorough investigation has been made by the Executive Committee, and the member so charged has been granted an impartial hearing before the Executive Committee.

Dismissal from the Social Work program or University is cause for automatic recommendation for expulsion.

Section 7. If an individual will not be able to commit to the requirements for active membership, he or she may request a leave of absence. An individual may take only one leave of absence during their membership and the maximum length is one semester. This request must be submitted in writing to the executive committee for a majority vote. The individual taking the leave of absence will still be responsible for paying their semester dues of \$5.

CHAPTER IV

Dues

Section 1. The initiation fee shall be of sufficient amount to include the following:

- (a) the initiation fee required by the National Society
- (b) the initiation fee required by the local chapter

The initiation fee shall be a one-time charge of \$25.00.

Section 2. Semester chapter dues will be set at \$5.00 and increased or decreased in accordance with chapter needs by action of the Executive Committee and by a three-fourths vote of the chapter membership present. Failure to pay dues by chapter deadline will result in inactive membership status.

Section 3. Special fees, assessments, fines and penalties may be levied by the Executive Committee and a three-fourths vote of the chapter membership present.

CHAPTER V

Amendments

These By-Laws may be amended by a majority vote of the Executive Committee and upon ratification by a three-fourths vote of the membership present.

AFFIRMATIVE ACTION STATEMENT

Membership shall be available to all eligible persons without regard to age, gender, color, race, creed, ethnic or national origin, political or sexual orientation, or disability.



North Carolina State University

Department of Student Development
Division of Student Affairs

Box 7314, Harris Hall
Raleigh, NC 27695-7314
(919) 515-2441
FAX: (919) 515-8078



March 21, 1996

Carol Anne Fuller
President
Phi Alpha National Honor Society
4904 Dana Drive Apt.10-F
Raleigh, NC 27606

Dear Ms. Fuller:

We have reviewed your organization's constitution and officers list and everything seems to be in proper order. You are now a registered student organization at North Carolina State University entitled to all privileges entailed in that status.

Understand that this registration in no way gives the University or Student Government responsibility for any financial liability which may be incurred by your group. Your status does, however, give you the opportunity to approach the Student Senate with a request for funds, and it gives you certain on-campus solicitation privileges.

Please be aware that we ask each student organization to update its file whenever there is a change of officers and at the beginning of each school year. Failure to do so will result in a loss of registration.

If the Department of Student Development can be of assistance to your group, please do not hesitate to call on us. Good luck with your new group.

Sincerely,

A handwritten signature in dark ink, appearing to read "R. G. Bryan, Jr." with a horizontal line extending to the right.

Robert G. Bryan, Jr.
Associate Director
Student Development

cc: John O'Quinn, President, Student Government
Dick Parham, Reservations, Student Center
Catherine Kuhary, Registration and Records