Bylaws of the Zeta Xi Chapter Belmont University of

PHI ALPHA

The National Honor Society in Social Work

March 1, 1997

ARTICLE I
Name And Affiliation

The name of this organization shall be the Zeta Xi Chapter (at Belmont University) of PHI ALPHA, the National Honor Society in Social Work.

This chapter is an integral part of the national organization of PHI ALPHA, The National Honor society in Social Work, and shall adhere to the policies laid down in the National Constitution. Its Coat of Arms, Motto, Watchwords, Colors, and Emblem shall be those of the national organization.

ARTICLE II
Nature and Purpose

This chapter shall be a non-secret, non-profit, scholastic honor, leadership, and service organization for students at the Belmont University chapter (Zeta Xi) of PHI ALPHA, the National Honor Society in Social Work.

Membership therein shall not be excluded by, nor shall it exclude from, membership in any other social, academic, or fraternal organization. Membership therein shall not be restricted by race, sex, or creed.

The purpose of PHI ALPHA The National Honor Society in Social Work is exclusively educational within the meaning of section 501 {c} {3} of the internal Revenue Code of 1954. It shall not engage in activities not permitted a 501 {c} {3} organization or an organization contributions to which are deductible under section 170 {c} {2} of that Code [or corresponding provision of any future United States Internal Revenue Law]. No part of its net earnings shall inure to the benefit of its members, officers, or other private persons, except that it may pay reasonable compensation for services rendered and make distributions in furtherance of its purpose. No substantial part of the organization's activities shall involve political propaganda or campaigns, or the attempt to influence legislation.

The objectives of the organization are to recognize and encourage excellence in education; to promote the development of leadership ability and character in its members; and to foster, disseminate, and improve education through appropriate service. Each chapter of the Society shall implement these procedures consonant with the local situation and in cooperation with the faculty and administration of the institution of its place.
ARTICLE III  
Qualifications for Membership

Students invited into membership in this chapter shall be presently enrolled at Belmont University and must be committed to excellence in education, be of good moral character, and are to be of service and benefit to all students on the Belmont University campus. Any student, full or part-time, who has declared social work as a major, has achieved sophomore status, completed 8 semester hours of required social work courses, achieved an overall grade point average of 3.0 (on a 4.0 scale), achieved a 3.25 grade point average in required social work courses, is eligible for membership.

Students who were members in good standing of chapters of PHI ALPHA The National Honor Society of Social Work at other institutions and who transfer to this institution are automatically members of this chapter upon their request. Such transfer members will be subject to the retention standards of this chapter...just as any other member.

Each inductee must pay the one-time membership fee set by the National Senate.

Each inductee must take the membership pledge.

Any student who rejects membership when first invited will not be invited again, except upon appeal to and approval of the Executive Committee.

ARTICLE IV  
Retention Standards

Sec. 1: To remain a member of this chapter, local dues must be paid each year by the deadline set by the Executive Committee.

A member should retain a cumulative grade point average of no less than the top thirty-five percent of their class. If a member should drop below that, he or she will be allowed the following semester of membership on probation to bring the grade point average up to the thirty-five percent standard. If, after that term, the member still does not meet the scholastic retention standard, he or she is dropped from the membership roster.

In accordance with the nature and purpose of PHI ALPHA The National Honor Society in Social Work each inductee is expected to participate in the projects, meetings, and other activities of the Belmont University chapter.

Sec. 2: A member dropped from membership may appeal the decision to the Executive Director of the National office. The name of any member dropped from membership shall be sent to the Executive Director immediately, along with the reason for the action. A student dropped from membership for failure to meet the activities standards may later, by request, be reinstated by action of the chapter Executive Committee, if the committee is satisfied that the student now meets the standards of membership. A member so reinstated will not again pay the national membership fee, but notification of the reinstatement shall be sent at once to the Executive Director.
ARTICLE V
Induction of Members

Induction of new members shall take place during the Spring semester at the Belmont University chapter (Zeta Xi). The induction ceremony shall be a dignified occasion, so all will be asked to dress accordingly. The guidelines followed will be those put forth by the National chapter. There shall be NO hazing of an inductee...either that which would result in physical discomfort or that which would cause mental embarrassment.

ARTICLE VI
Officers

The elected officers of the Belmont University chapter (Zeta Xi) of Phi Alpha National Honor Society in Social Work shall be: president, vice-president, and secretary.

The duties of the president shall be: to preside at the meetings; to appoint committees; to guide the activities and to administer the policies laid down in the National Constitution and in the Chapter By-Laws; to act during the induction ceremony according to the guidelines set by the National chapter; to be the official representative of this chapter when necessary or desirable.

The duties of the vice-president shall be: to preside at meetings when the president is absent; to assume the duties of the president should the president be unable to serve; to assist in administering the affairs of the chapter; to act during the induction ceremony according to the guidelines set by the National chapter.

The duties of the secretary shall be: to keep records of membership; to prepare and keep an on-going record of minutes of meetings; to carry on the general correspondence of the chapter; to keep National Headquarters informed about all changes in membership and reasons therefor; to insure that the membership is aware of the time and place of each meeting; to act during the induction ceremony according to the guidelines set by the National chapter.

The officers of this chapter at Belmont University shall be elected at a regular meeting toward the end of the spring semester of the school year. The Executive Committee will determine the date of the election and announce it to the membership at least one regular meeting in advance of the meeting in which the election is scheduled to occur. The Executive Committee will determine the method of nomination and ballot-casting. The new officers shall assume their positions at the end of the last meeting of the year.

ARTICLE VII
Committees

The standing committees of this chapter shall be: Executive Committee, Publicity Committee, Program Committee, and a Social Committee.
The Executive Committee shall be composed of all officers and the chairs of all standing committees. The chair of the Executive Committee shall be the President of the chapter. The duties of this committee are: to see that the standards of membership are maintained; to handle all disciplinary matters; to plan general policies, projects and activities for presentation to the membership; to insure that all qualified students are identified and invited into membership.

The Publicity Committee shall be appointed by the President, and chaired by the secretary. The duties of the Publicity Committee shall be: to make sure that the name, nature, purposes, and contributions of PHI ALPHA The National Honor Society in Social Work are recognized throughout the Belmont University campus and the community by full and proper use of all available media; to provide for publicizing of the names and pictures of all new members; to provide Headquarters with pictures and accounts of the chapter's activities for publication in a National newsletter.

The Program Committee shall be appointed by the president. The duties of the Program Committee shall be: to assist the Executive Committee in planning the nature of the chapter meetings; to secure meeting facilities and outside speakers; to greet, introduce, and send thanks to all outside persons who take part in a meeting of the chapter; to have programs printed for ceremonies.

The Social Committee shall be appointed by the president. Its duty shall be to take charge of all social activities of the chapter, especially in regard to food and decorations for meetings and any ceremonies of the chapter.

In addition to these committees, the president may appoint special committees to attend to and/or report upon any specific matter involving the chapter.

- - ATTENTION- -

In regards to ARTICLE IV Sec.1. Paragraph 3. Retention Standards; a member intrusted to any committee, who does not fulfill his or her duties on such committee may be dropped from membership for failure to meet the activities standards or fulfilling their duty as an Officer.

ARTICLE VIII
Meetings

Regular meetings of the Zeta Xi Chapter of PHI ALPHA The National Honor Society in Social Work shall be held every month during the regular school year. The time and place of the meeting will be decided upon by the Executive Committee. Every effort shall be taken to keep the time and place of meeting consistent and to give adequate notice to members. Special meetings may be called by the Executive Committee. All members are to be sent notification of the special meeting and its purpose for being called. Only the business for which the special meeting was called will be transacted.

ARTICLE IX
Quorum and Parliamentary Authority

A quorum of the Zeta Xi Chapter shall be constituted by a 51% of the membership. No action may be taken which is binding upon the membership unless a quorum is present at the meeting said action is discussed.

Robert's Rules of Order will be the parliamentary authority used.

ARTICLE X
Attendance at State and National Meetings

The Zeta Xi Chapter of PHI ALPHA The National Honor Society in Social Work will make every effort to send the appropriate student delegates to all State and National meetings and will endeavor to send other members as well.

ARTICLE XI
Amending and Transmitting the By-Laws

The By-Laws of the Zeta Xi Chapter of PHI ALHPA The National Honor Society in Social Work may be amended by a majority vote of the members at any meeting at which a quorum is present, provided such proposed amendment, in written form, has been placed before the membership at a previous regular meeting. Such amendments may not be in conflict with national standards or policies. Both the Executive Director of PHI ALPHA The National Honor Society in Social Work and the appropriate institutional administrator or committee shall be sent immediately a copy of these By-Laws and of any subsequent amendments or alterations. Each new member shall receive a copy of the Zeta Xi chapter's By-Laws.

ARTICLE XII
Dissolution

In the event of dissolution, the residual assets of this chapter of PHI ALPHA The National Honor Society in Social Work will be turned into a book scholarship in the name of the group and given to the Financial Aid Department of Belmont University.