

TAU XI CONSTITUTION

Effective Date: October 27, 2020

Phi Alpha Honor Society for Social Work

Eastern Kentucky University

Keith Building Room 223, Richmond, KY 40475

Students and faculty involved in Social Work education at Eastern Kentucky University resolve to sponsor a chapter of Phi Alpha National Honor Society for Social Work. This chapter aims to foster high standards of educational achievement in the Social Work program. Students who have attained excellence of scholarship and distinction of achievement will be invited into membership of this chapter. The intention of this chapter is to create a personal connection among students and faculty who are dedicated to the promotion of humanitarian goals.

ARTICLE I

The Supreme Law:

This chapter of, Tau Xi, shall be affiliated with the National Chapter known as Phi Alpha Honor Society for Social Work and it's National Council. This chapter's constitution and membership shall remain consistent with the National chapter's constitution and statutes.

ARTICLE II

The purpose of this chapter of Phi Alpha shall be:

Section 1. To recognize and promote scholastic achievement among students and faculty involved in the Social Work program at Eastern Kentucky University.

Section 2. To recognize, improve, and further the goals of Social Work in the community, state, and nation.

Section 3. To stimulate interest in a career in Social Work.

Section 3. To encourage continued study and research at the undergraduate level, the graduate

level, and in professional practice.

Section 4. To recognize 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 Phi Alpha National Council as defined in the Phi Alpha National Constitution.

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

ARTICLE IV

Membership:

Section 1. Any Social Work student at Eastern Kentucky University who meets all qualifications defined in the Tau Xi By-Laws shall be eligible for active membership in this chapter. Active, Inactive, and Alumni membership is further defined in the By-Laws.

Section 2. Faculty members holding an official position within the Social Work program may be granted membership upon invitation of the Executive Committee. Requirements for faculty membership include an MSW and full-time employment status within the Social Work program.

Section 3. Honorary membership may be granted to professional Social Workers and others who support 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 has been approved by the National Honor Society Committee. The key shall be issued to and worn only by initiated 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.

Section 4. The Phi Alpha stole may be worn by active members at graduation.

ARTICLE VI

Meetings:

Chapter meetings shall be held at a minimum of every other month; this totals to 2-3 meetings per semester. The meeting schedule will be determined each semester by the Executive Committee.

A membership meeting will be considered official if a minimum of one Executive Committee member is present as well as having attendance of two or more members.

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 in attendance. Absentee ballots will be provided to members with an excused absence and must be returned within 48 hours after the conclusion of the meeting.

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

Amended on October 27, 2020.

TAU XI BY-LAWS

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CHAPTER 1

Officers of the Executive Committee

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

Officers of Tau Xi may not hold the same officer position in the Student Social Work Association (SSWA).

Section 2. The President shall preside at Chapter meetings, appoint special committees as needed, call special meetings of the Chapter, communicate with membership, be responsible for all Chapter reports to the National Chapter, perform the duties of ritual chair at initiation ceremonies, and promote the welfare of the Society and Chapter. The President is required to be of junior or senior standing in the undergraduate program or be a graduate student in good standing with the university to assume office.

Section 3. The Vice-President shall perform all duties of the President in the latter's absence or disability. Responsibilities also include liaison for Alumni Relations and attending to Constitution/By-Law revisions as needed. The Vice-President is responsible for answering or clarifying any questions members may have concerning the Constitution and By-Laws.

Section 4. The Vice President of Chapter Development is responsible for organizing the initiation ceremony, planning events for the Chapter to encourage bonding, recruiting members,

and developing and maintaining a mentoring program within the Chapter. This officer is also responsible for updating the chapter bulletin board and organizing photography at important events.

Section 5. The duties of the Secretary shall be to maintain written minutes of meetings. He/she will keep records for each member which oversees their eligibility. The records will include the member's GPA, attendance, and community service hours. This file shall contain the student's application, DegreeWorks each time it is submitted, class schedule each semester, and signed proof(s) of attendance accounting for all community service hours. The file can also contain any other pertinent information about the student that is of relevance to the Chapter. Such record shall be kept to serve as a permanent and historical record.

Section 6. The Treasurer is responsible for collecting and forwarding national dues to the Treasurer of the Executive Council from each member. Responsibilities will also include developing and maintaining reports of the Chapter's financial records. The Treasurer is to keep current and accurate record regarding the Chapter bank account, including all withdraw and deposit receipts. The Treasurer will also contribute to each member's file record that the member has paid National and Chapter dues.

Section 7. A full-time faculty member, with an MSW, in the Social Work program shall serve as the Tau Xi faculty advisor.

Section 8. Sophomores are eligible to apply for the Executive Committee positions: Vice President of Chapter Development, Secretary and Treasurer.

Section 9. Juniors, seniors, and graduate social work students are eligible to apply for any Executive Committee within the organization.

CHAPTER II

Organization and Procedures

Section 1. The Executive Committee shall consist of the President, Vice President, Vice President of Chapter Development, Secretary, and Treasurer

(when necessary).

Section 2. The Chapter shall meet in official sessions at a minimum of every other month which totals two to three meetings per semester.

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 with the approval of the Executive Committee.

Section 5. The Chapter year shall begin on the first day of the fall semester and end on graduation day of the spring semester.

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 during the fall semester or spring semester following the informational meetings provided.

Section 8. Election of officers shall be held once each year at the end of the spring semester and at other times when a vacancy occurs. The newly elected officers shall assume office at the beginning of the next Chapter year unless there is a current vacancy within that position in which case they may assume office immediately. The current officers and available Alumni members will organize elections.

Section 9. All official correspondence for active and inactive members must be done via official Eastern Kentucky University email.

Section 10. In the event that this Chapter's bank account should ever be deactivated, any remaining balance shall go to the Eastern Kentucky University Social Work Program.

CHAPTER III

Membership

Section 1. A social work student is eligible for active membership after achieving the following National minimum requirements and meeting local Chapter requirements:

- a. Has been accepted into a social work program at Eastern Kentucky University.
- b. Achieved an overall grade point average in the top 35 percentile of all students within their program.
- c. Students must have successfully completed 9 credit hours in social work or at least 37.5% of the required course work toward their degree.

Section 2: Membership terms shall be defined as follows:

- I. Active members shall be defined as all members who have been accepted into the Chapter and have continued to complete all requirements until their graduation date.
- II. Inactive members shall be defined as those members who have completed a minimum of one semester as an active member of the Chapter, but no longer meet requirements or no longer wish to actively participate. Members with an inactive status may reference themselves as a Phi Alpha national lifetime member; however, they shall not reference themselves as active members of Tau Xi.
- III. Inactive undergraduate members may reapply for active status at any point prior to

entering their 490 semester. Any undergraduate member with inactive status who does not reapply before the semester in which they enter SWK 490 will be ineligible to reapply for active status. Students in the MSW program may apply for active status up until their final semester.

IV. When Phi Alpha members are in good standing, they automatically become Alumni Members upon graduation from Eastern Kentucky University.

V. Graduate students must apply for Collegiate Membership and pay Chapter dues in order to vote, hold office, or serve on committees in the Tau Xi Chapter.

Section 3. A full-time faculty member with an MSW may be granted membership after completion of a faculty application and upon paying National and Chapter dues.

Section 4. The Executive Committee, with majority 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. 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(s) so charged has been granted an impartial hearing before the Executive Committee. Dismissal from the Social Work program or College/University is cause for automatic expulsion from Tau Xi.

Section 6. Each semester the executive committee members will organize a group service project that all group members will be required to contribute to in a meaningful and helpful way.

Section 7. Members are required to attend two out of the three formal meetings per semester, including initiation, of the organization as a part of their membership. Penalties for non-compliance will be determined by the Executive Committee.

Section 8. Attendance at initiation is mandatory for all active members.

CHAPTER IV

Dues

Section 1. The initiation fee shall be as follows:

- a. The membership fee required by the National Society: One-time \$30 fee for Lifetime Membership
- b. The membership fee required by the local Chapter: \$30 per year (\$15 per semester).

Section 2. Annual Chapter dues shall be established in accordance with Chapter needs by action of the Executive Committee and a majority vote of the active Chapter membership.

Section 3. Special fees may be levied by the Executive Committee with a majority 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 majority vote of the membership in attendance.

AFFIRMATIVE ACTION STATEMENT

Membership shall be available to all eligible persons without regard to age (40 and over), race, color, religion, sex, sexual orientation, gender identity, gender expression, pregnancy, ethnicity, disability, national origin, veteran status, and/or genetic information.

Amended on October 27, 2020.