

Oklahoma State University
CONSTITUTION
Phi Alpha Theta History Honor Society
Nu Chapter

ARTICLE I

Name of Organization: The name of this organization shall be “Phi Alpha Theta History Honor Society” Nu Chapter.

ARTICLE II

Purpose: The purpose of this organization is to encourage the study of history and to recognize excellence in history. The Nu chapter is a university level club of the national organization.

ARTICLE III

Officer Descriptions and By-Laws:

Section 1: The officers of this organization shall include a president, vice president, secretary, treasurer, and historian.

Section 2: The qualifications for officers in this organization shall be any member in good standing is eligible to hold an office.

Section 3: The duties of the officers shall be:

President: The president shall preside at all meetings. He/She will also be responsible for planning future activities and projects. He/She shall also meet with the department head and faculty advisor for planning and scheduling. He/She shall appoint liaisons (two) for the GPSGA. He/She shall also have the power to appoint committee heads, and such additional officers as may be deemed necessary, subject to approval of the officers listed in Article III, Section 1.

Vice President: The vice president shall replace the president when necessary. He or she will encourage participation and membership. He/She is responsible for publicizing meetings and events. The Vice President shall serve as the ex-officio member of the Banquet Committee.

Secretary: The secretary will keep records of official business for the club and make notes of upcoming events. He/She is also responsible for assisting the vice president in publicizing upcoming events, He/She shall file organizational reports to the Department of Student Activities as outlined in Article VII. The newly elected chapter secretary shall notify the Central Office promptly of the results of the election.

Treasurer: The treasurer shall be responsible for keeping the budget. He/She will be a liaison between the club and the Department of Student Activities on all fiscal

matters and will attend the annual treasurer's workshop. He/She will suggest and implement fund-raising opportunities.

Historian: The historian is responsible for organizing, scheduling and providing refreshments for the colloquiums that occur monthly within the History Department.

Colloquium Director: In collaboration with the advisor and department head, composes the list of proposed speakers for the year and establishes the colloquium schedule. Also responsible for introducing speakers and hosting the colloquium.

Banquet Committee: Officers or non-officers will be selected to serve on the Banquet Committee. The Committee will choose a location and menu, as well as distribution of the programs, invitations, and decorations for the History Honors Banquet.

All officers will serve as a planning committee for future events, meetings and projects.

Section 4: The elections of this organization will be held annually in March of each year. Officers will serve for one complete academic year. If a vacancy occurs, it may either be filled by a special election (except in the case of the president, where the vice president will assume the president's duties and a new vice president will be elected), or one officer may assume two positions with the approval of both the president and the faculty advisor.

Section 5: The faculty advisor will be chosen by the head of the history department, and will serve in that capacity for an undefined length of time. The advisor will meet with the officers and the organization when it is requested that he/she do so, sign vouchers when necessary, and perform other duties as are appropriate. He or she must be a full-time faculty member at OSU . The faculty advisor shall also be responsible for the conduct and well-being of said chapter of the national organization.

Section 6: Special committees and a chair of such committees may be appointed by the president and asked to perform specific functions, such as planning and presenting a special meeting, presentation, or event.

ARTICLE IV

QUORUM: For voting purposes, quorum shall consist of fifty (50) percent plus one (1) of all active members as defined in Article V, Section 6.. Only those who have paid their national dues are eligible to vote.

ARTICLE V

Membership:

Section 1: Eligibility

Any person of good character who shall have met the requirements set forth in

the By-Laws of the Society shall be eligible for membership in the Society.

Section 2: Classes of Members

There shall be two classes of members: active and honorary.

An active member is one duly initiated at the institution where the student is a candidate for a baccalaureate or advanced degree of the host institution. Members who pursue graduate work or later affiliate with another institution may continue as active members. Members initiated as graduate students shall be active members of the chapter which initiated them. All members continuing active status must fulfill all relevant requirements for active membership. Any chapter may also initiate a faculty member at the rank of instructor or higher who is teaching at the host college or university.

An honorary member shall be a person who has made conspicuous contributions to the field of History and is designated an honorary member by a majority vote of the national organization. Individual chapters may propose notable local persons for such consideration by the Council.

Section 3: Initiation

All persons brought into new membership in the Society should be initiated in accordance with initiatory services prescribed by the national organization.

Section 4: Expulsion

By formal request from a chapter under regulations presented in the By-Laws, any member of the Society may be expelled by formal action of the national organization, after opportunity for the due process, presented in the By-Laws.

Section 5: Requirements

A vital interest in history is a basic requirement for membership; additionally the prospective member must demonstrate high achievement in history courses and in academic work in general.

UNDERGRADUATE STUDENTS shall qualify for membership when they have completed AT LEAST TWELVE SEMESTER HOURS (or its equivalent) in collegiate history courses, with an average grade ratio in ALL college level history courses taken, of ABOVE the second highest grade (usually a B - 3.1) on the institution's scale, and shall have an overall average on all collegiate work of at least the second highest grade (usually a B - 3.0) on the institution's scale, as well as ranking in the highest 35% of the class where such rankings are available.

GRADUATE STUDENTS shall qualify for membership when they have completed approximately 30% of the residence requirements for the Master's Degree, with an average in all courses completed for graduate credit of at least midway between the highest and second highest grade on the institution's scale, and NO grade in graduate courses of "failure" or its equivalent.

FACULTY MEMBERS above the rank of graduate assistant, who are teaching in the field of history, shall be eligible for membership without being required to satisfy provisions of the foregoing paragraphs of this section.

A chapter may invite into its membership **ALUMNI** who attended the institution prior to the chartering of a campus chapter of Phi Alpha Theta, and who have so

distinguished themselves in the field of history that they would have qualified for membership.

Section 6: Good Standing (Amended November 12th, 2014)

In order to maintain good standing in Phi Alpha Theta, Nu Chapter, and continue to remain eligible for the benefits of membership, members are required to meet one of the following sets of requirements during each academic year:

1. Attend two-thirds of Phi Alpha Theta, Nu Chapter's general meetings or other official functions over the course of an academic year.
2. Attend one-third of Phi Alpha Theta, Nu Chapter's general meetings or other official functions over the course of an academic year AND present at a conference affiliated with Phi Alpha Theta.
3. Exemptions to the above requirements will be granted in extenuating circumstances with approval of Phi Alpha Theta, Nu Chapter's officers and subsequent approval by the general body.

Section 7: Transfer of Membership

An initiate of any chapter who transfers to another institution with a chapter may transfer membership to the latter chapter, provided that before such affiliation is effected, an authentication of the membership is checked with the national organization.

ARTICLE VI

Dues: Section 6: Fees

All individual membership fees shall be determined by the national organization.

There shall be an initiation fee for each initiate.

There shall be a regular annual membership fee to cover the cost of receiving ***The Historian*** after the first year of membership.

There shall be a fee for sustaining membership, a designation given to a member who voluntarily chooses to pay an annual membership fee greater than the regular annual membership fee. Additional mailings or other recognition may be given to sustaining members, as provided by the national organization.

There shall be a fee for lifetime sustaining membership, a designation given to a member who voluntarily chooses to pay a substantial fee set by the national organization in lieu of making annual sustaining membership fees. Special recognition may be given to lifetime sustaining members, as provided by the national organization.

ARTICLE VII

Section 1: At the beginning of the fall semester, the president shall report the names of its officers and advisor to the Department of Leadership and Campus Life, and shall promptly report any changes that occur that year.

Section 2: At the beginning of the fall semester, the president will file with the Department of Leadership and Campus Life a signed "Affirmation of Compliance."

Section 3: The funds of Phi Alpha Theta, Nu Chapter, will be deposited with the University banking services and these will be audited yearly, preferably at the time the new treasurer is installed.

Section 4: It is understood that failure to submit such materials, either through continued negligence or willful omission, may result in the suspension of the charter of this organization by the Committee on Student Organizations.

ARTICLE VIII: Amendments

Any revision of the constitution requires a two-thirds majority of the members present after the quorum is met. Any member may propose revision of the constitution. All constitutional changes must be submitted to the Department of Leadership and Campus Life for approval by the Committee on Student Organizations.