

**By –Laws**  
**Sigma Beta Chapter**  
**Effective Date: November 22, 2011**  
**Phi Alpha Honor Society**  
**Hardin-Simmons University**  
**2200 Hickory Abilene, Texas 79698**

**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 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 Chapters reports; perform the duties or ritual chair at initiation ceremonies and promote the welfare of the Society and Chapter.

Section 3.           The Vice-President shall perform all duties of the President in the latter’s absence or disability and any other duties assigned by the President.

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

- a. To forward to the Treasurer of the Executive Council the following national initiation fee for each student and faculty initiate prior to his or her acceptance into membership.
- b. 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. A faculty member in the undergraduate or graduate social work program shall serve as the faculty advisor.

## **Chapter II Organization and Procedures**

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

Section 2. The Chapter shall meet in official sessions at least twice a year.

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

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

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

Section 6. The Chapter shall maintain adequate and accurate records of its membership and 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 anytime of the year.

Section 8. Election of officers shall be held once each year and at other times when a vacancy occurs.

## **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 semester hours or 37.5% of the total hours/credits required social work degree.
- 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. Local chapter may establish higher eligibility requirements.

Section 2. A graduate student is eligible for active membership after achieving:

- a. A minimum of one term of course work.
- b. A grade point average of 3.5 on a 4.0 scale.
- c. Local Chapters may establish higher eligibility requirements.

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 the 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.

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, after a thorough investigation has been made by the Executive Committee and the members 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 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 shall be established in accordance with chapter needs by action of the Executive Committee and 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.

#### **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.