

CONSTITUTION
Beta Chapter
Phi Alpha Honor Society

PREAMBLE

The stated purpose of Phi Alpha is “to provide a closer bond among students of social work and promote humanitarian goals and ideals. Phi Alpha fosters high standards of education for social workers and invites into membership those who have attained excellence in scholarship and achievement in social work.” In 1962, the Michigan State University School of Social Work students and faculty formed the Beta Chapter of the Phi Alpha Honor Society. The chapter will foster high standards of training for Social Work and invite into pledges of fellowship those who have attained excellence of scholarship and distinction of achievement as students of social work.

ARTICLE I

Name

This chapter shall be known as the Beta Chapter of Phi Alpha Honor Society.

ARTICLE II

Purpose and Objectives

- Section 1. To recognize and promote scholastic achievement and fellowship among students in the School of Social Work at Michigan State University.
- Section 2. To improve and further the goals and objectives of Social Work in the community, state, nation and world by:
- a) Encouraging objectivity and awareness of current developments and practices in the various fields of Social Work.
 - b) Developing active communication and positive working relations among schools of Social Work, recognized undergraduate concentrations, professional social workers, and the general public.
 - c) Stimulating interest in preparation for a career in Social Work.
 - d) Furthering research and study in Social Work.
 - e) Participating in service projects within the community.
- Section 3. To recognize those professional Social Workers whose service and leadership are in esteem.

ARTICLE III

Membership

- Section 1. An undergraduate student is eligible for active membership when they have:
- a) Declared a major in social work.
 - b) Achieved junior status.
 - c) Achieved a GPA (Grade Point Average) ranking them in the top 35% of their program.
 - d) Completed a minimum of nine credits (coded SW) required for their social work degree or at least 37.5% of the total hours/credits required for their degree, whichever is achieved later.
- Section 2. A graduate student is eligible for active membership when they have:
- a) Enrolled in the graduate School of Social Work.
 - b) Achieved a GPA ranking them in the top 35% of their program.
 - c) Completed a minimum of nine credits (coded SW) required for their social work degree or at least 37.5% of the total hours/credits required for their degree, whichever is achieved later.
- Section 3. A doctoral student is eligible for active membership when they have:
- a) Acquired a masters in social work or related discipline.
 - b) Enrolled in the Doctoral program in the School of Social Work
 - c) Achieved a GPA ranking them in the top 35% of their program.
 - d) Completed a minimum of nine credits (coded SW) required for their social work degree or at least 37.5% of the total hours/credits required for their degree, whichever is achieved later.
- Section 4. A faculty member is eligible for membership when they have been nominated by the membership committee. Only one faculty member per year may be nominated by the chapter after the first year.
- Section 5. The chapter may nominate one individual per year for membership who has made an outstanding contribution to social work.
- Section 6. Any individual who was instrumental in developing this chapter and graduated in 1961 or 1962 shall be eligible for active membership if they meet membership requirements.

- Section 7. Alumni members shall be those former active members who have been graduated and who are no longer registered for social work courses, and those who have honorably withdrawn from school.
- Section 8. Members initiated as undergraduate students, who enter a graduate school of social work, shall be continued as active members.
- Section 9. Any member of the society may transfer membership to the MSU chapter when he or she has moved into its jurisdiction upon application to this chapter. *In order to transfer membership, \$10 must be submitted to the local MSU chapter. This student must also meet the service requirement.*
- Section 10. Any member may be suspended by this Chapter for sufficient cause as determined by a three-fourth vote of the members present upon written notice given to the full membership on the purpose of the vote, not less than ten days prior to such meeting.
- Section 11. Any member may be recommended to the President of the Executive Council for expulsion from the chapter and from membership in the Society by a three-fourths vote of the chapter, after a thorough investigation has been made and the member so charged has been granted an opportunity for an impartial hearing. Voting for the expulsion shall not take place at the same meeting in which the preliminary hearing has been held. Such expulsion shall not take place until approval of the chapter findings has been given by the President of the Executive Council. Dishonorable dismissal from the College or University shall be due cause for immediate recommendation for expulsion to the President of the Executive Council.
- Section 12. Only students of Michigan State University may be officers or voting members.
- Section 13. Membership in the Society is open to qualified candidates, including persons with disability, without regard to age, color, gender, gender identity, gender expression, national origin, race, religion, and/or sexual orientation. No undue social pressure, hazing, bullying or harassment (collectively “Hazing”) shall be used to ensure invitation or acceptance of membership by any Chapter or Chapter member(s). All Chapters and their members, regardless of classification, shall

comply with the Chapter's university's non-discrimination and anti-hazing policies.

ARTICLE IV Officers

- Section 1. The following officers shall be elected annually during the fall semester: President, Vice President, Secretary/Treasurer.
- Students interested in running for an office are encouraged to submit a written statement of interest to the Phi Alpha faculty advisor one week prior to the election meeting (the first Phi Alpha meeting of the academic year). While prior intention of running for office is encouraged, students without expressed written interest may be nominated at the election meeting.
- Section 2. Once officers have been elected, they are tasked with appointing members at large to serve from each program option and campus location. These appointments must happen at the start of Fall and Spring semesters. If no appointment is made to these positions, the seat will remain empty and not count towards quorum. These members will not be voting members on the board.

ARTICLE V Amendments

- Section 1. This Constitution may be amended at any regular meeting by a two-thirds vote of all members voting provided notice was given at the previous meeting or by mail not less than ten day prior to the meeting.
- Section 2. Amendments may be proposed by any member.

BY-LAWS CHAPTER I Membership

A person proposed for membership under Article III, Sections 3 and 4, may be duly elected to the Society after a vote of all members is present and voting, showing not more than one-fourth dissenting votes on a secret ballot.

CHAPTER II Chapter Organization and Procedure

- Section 1. The Chapter year shall end on June 1 or at least two weeks before the end of the school year.
- Section 2. Meetings shall be held at least twice during the academic year.
- Section 3. Induction to membership shall be held at least once every year at such time as may be determined by each chapter.
- Section 4. Robert Rules of Order shall be followed.

CHAPTER III Duties of Chapter Officers

- Section 5. 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 meeting 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 6. 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.
- Section 7. The duties of the Secretary/Treasurer shall be as follows:
- a. To forward to the Treasurer of the Executive Council the following:
 - i. The national initiation fee for each student and faculty initiate prior to their acceptance into membership.
 - ii. A report certified by the faculty advisor covering the chapter year not later than June 30. The report is to include financial statements, and a list detailing the dates of the meetings held during the year.
 - b. Fulfill such additional duties as may be required by the Executive Committee or by the Chapter Constitution, thy By- Laws, Resolutions, or vote of the Chapter membership.
- Section 8. Members at large will serve by appointment from the Executive Board (President, Vice-President, and Secretary/Treasurer). These members are to represent the voice of their program and campus site, making sure that there is equity and inclusion of all programs and locations.
- Section 9. A faculty member in the undergraduate or graduate social work program shall serve as the faculty advisor.

CHAPTER IV
Duties of Membership

Section 9. New Members are required to participate in at least two ~~2~~ service projects during the course of the school year. Members who join in the spring semester will only be required to do one service project. Transfer members are required to do two service projects as well (one if they joined in the spring). Students will not be given merchandise or membership certificates until the Induction ceremony which will occur in Spring in of each year. Students who do not meet the service requirements by the set deadline will not be given merchandise or a certificate and will forfeit their membership dues and cost of merchandise. Students who are unable to attend the Induction Ceremony are responsible to make other arrangements to obtain their merchandise. If arrangements are not made to pick up merchandise by the Social Work Recognition Ceremony, it will be forfeited to the organization.

CHAPTER V
Organization and Procedures

- Section 10. The Executive Committee shall consist of the President, Vice-President, Secretary/Treasurer, Chair of any standing committees, and the faculty advisor.
- Section 11. The Chapter shall meet in official sessions at least once each semester of the academic year.
- Section 12. Standing Committees may be appointed by the President with the approval of the Executive Committee.
- Section 13. Special committees may be appointed by the President.
- Section 14. The Chapter year shall begin on July 1 and end on June 30.
- Section 15. 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 16. Qualified persons may be inducted into membership any time of the year.
- Section 17. Election of officers will be held during fall semester of each year.

CHAPTER VI
Finances

Section 18. Each initiate shall pay \$50, which will include the National dues. \$40 of these dues will go to the National Chapter, and \$10 will go to the local MSU Chapter. Scholarship available upon request.

Section 19. Special assessments may be voted on by the membership.

Section 20. All requests for donations from Phi Alpha must be made to a Phi Alpha officer. Donations cannot exceed 20% of the Phi Alpha's budget, after anticipated expenses. A majority vote of officers is required for the donation to be approved.

CHAPTER VII Amendments

Section 21. 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.

Revised February 2019