

## **BY-LAWS**

**Delta Xi Chapter**

**Effective date: June 2003**

### **Phi Alpha Honor Society**

**Florida Atlantic University  
Department of Social Work  
P.O. Box 3091  
Boca Raton, FL. 33431-0991**

#### **Chapter I-Membership**

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

- a. Member must be and remain a declared social work major.
- b. Achieved sophomore status.
- c. Completed 9 semester hours or 12-quarter hours of required social work courses.
- 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.

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

- a. A completed one term of course work with the minimum number of six social work credits.
- b. Achieved a minimum grade point average of 3.5 based on 4.0 scale.

Section 3. Social work students who do not meet the required GPA and coursework will be admitted as pledges for one academic term. Pledges will be inducted as Phi Alpha members only upon meeting the Phi Alpha national and chapter standards. Pledges must adhere to all regulations and laws required by the university and the national Phi Alpha Society.

Section 4. Minimum requirements for maintaining annual membership will include:

- a. Attendance at 2 official Phi Alpha meetings.
- b. Participation in online meetings and email newsgroup.
- c. Participation in at least 1 Phi Alpha function (i.e. guest lectures, conferences)

Section 5. A faculty member may be granted membership by invitation and consensus approval of the chapter.

Section 6. Honorary membership may be granted to two social work students whose support of social work education and practice merit such recognition by the consensus

approval of the chapter each academic year. Honorary members shall not be assessed membership dues.

Section 7. 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, upon completion of an investigation, made by the officers.

## **Chapter II-Officers**

Section 1. The officers of the organization shall consist of a President, Vice-President, Secretary, Treasurer, and ICC representative to be elected by a majority vote of the active chapter 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 Chapter reports; perform the duties of 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. Additionally, the Vice-President is responsible in ensuring the pledges meet and perform to the standards of the National Phi Alpha Society.

Section 4. The duties of the Secretary shall be the following:

- a. Document decisions made during the course of the meeting and provide written minutes to the officers after each official meeting.
- b. Report information covered during the meeting to any officer or faculty advisor if they were unable to attend the official meetings.
- c. Report the results of elections to the chapter's members.
- d. Fulfill such additional duties as may be required by the chapter's officers, constitution, and the By-Laws.

Section 5. The duties of the Treasurer shall be the following:

- a. To maintain records of and be responsible for the national initiation fee for each student and faculty initiate prior to his or her acceptance into membership.
- b. Provide a report certified by the faculty advisor covering the chapter's financial status after each academic term. The report is to include financial statement, and a list detailing the dates of the meetings held during the year.
- c. Fulfill such additional duties as may be required by the chapter's officers, constitution, and the By-Laws.

Section 6. The ICC representative will attend all of the meetings held by the FAU Senate and provide a written report of the meetings to the President.

Section 7. A faculty member in the undergraduate or graduate social work program shall serve as the faculty advisor.

### **Chapter III-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 a three-fourths vote of the chapter membership present.

Section 3. Special fees, assessments, fines and penalties may be levied by the Executive Committee and a three-fourths vote of the chapter membership.

### **Chapter IV-Organization and Procedure**

Section 1. The officers shall consist of the President, Vice-President, Secretary-Treasurer, Chair of any appointed committees, and the faculty advisor.

Section 2. The Chapter shall meet in official sessions at least once a month each academic term.

Section 3. For the advancement of the organization, a committee may be appointed, if needed, by the President.

Section 4. The Chapter shall maintain adequate and accurate records of its membership, activities, and finances. All documents shall be kept in such a way as to serve as a permanent and historical record.

Section 5. Election of officers will be held during the last quarter of each term.