ARTICLE I. Name and Objectives

Section 1. The name of the chapter is The Honor Society of Phi Kappa Phi, College of Charleston Chapter 184.

Section 2. The primary objectives of this chapter are to promote the pursuit of excellence in all fields of higher education and to recognize outstanding achievement by students, faculty and others through election to membership and through various awards of distinguished achievement.

ARTICLE II. Members

Section 1. Members shall be classified as active and inactive in accordance with Article II of the National Bylaws.

Section 2. Active members of the Society shall comprise those members who have paid their dues as required to the Society for the current year. All other members shall be considered inactive.

ARTICLE III. Election of New Members

Section 1. There shall be one regular election for members during each scholastic year. The elections shall typically be held in March.

Section 2. The Executive Committee shall determine the scholastic eligibility of all undergraduate candidates in accordance with Article II of the National Bylaws and shall report those eligible at the meeting for the election of new members.

Section 3. Membership criteria:

(A) Students of sound character of the senior class or of the second semester of the junior class who will have completed at least one-half the number of hours required for graduation in a particular curriculum during residence at the College of Charleston shall be eligible for consideration. The official classification made by the Registrar as to class and semester standing shall be held final. Consideration for membership will take into account ALL course work taken at the College of Charleston.

(B) The Chapter shall consider for membership students who, rank scholastically in the upper seven and one-half (7.5) percent of the junior class at the time of invitation, or who, in their senior year, rank scholastically in the upper ten (10) percent of the senior class at the time of invitation.

(C) A graduate student may be considered for membership only if the candidate:

a. Has an undergraduate record equivalent to that required for the election of senior students at the College of Charleston set forth in Article III, Section 3, Paragraph B of these By-laws, and

b. Is recommended by the head of the student’s major department of by a departmental staff member who is a member of Phi Kappa Phi, and

c. Has completed at least 24 semester hours of graduate work at the College of Charleston, and

d. Has made no grade less than "B" on any course taken for graduate credit at the College of Charleston or elsewhere, and
e. Has made an outstanding record in graduate as evidenced by ranking scholastically in the upper ten (10) percent of all graduate students in this institution.

(D) Prior to each election of new members, the Membership Secretary shall obtain from the Dean of Graduate Studies an estimate of the number of graduate degrees to be awarded during the current academic year (including summer school). The number of graduate students elected to membership in Phi Kappa Phi in any year shall be limited to the top 10 percent (10%) of all graduate students.

Section 4. The Executive Committee shall consider the nomination of faculty, alumni, and honorary members at least ten days prior to any election date. Recipients of the College of Charleston Awards for Outstanding Teaching, Outstanding Research and Outstanding Teacher/Scholar will automatically be considered for membership in the spring following the award. All faculty, alumni and honorary members shall be chosen according to the appropriate sections of Article II of the National Bylaws.

Section 5. An affirmative vote of three-fourths of the members present shall be necessary for the election of any prospective member.

Section 6. Membership Responsibilities

(A) Members should conduct themselves at all times in a manner consistent with integrity and high ethical standards.

(B) If a member fails to conduct himself/herself in a manner consistent with integrity and high ethical standards, his/her membership may be revoked by his/her Chapter’s Executive Committee or by the Society’s national Board of Directors in accordance with Society policy.

(C) If his or her membership is revoked, the former member has the right to appeal this decision to the President.

ARTICLE IV. Officers

Section 1. The officers of this chapter shall consist of a President, a President-elect, two student Vice Presidents, a Recording and Awards Secretary, a Membership Secretary and Treasurer, and a Public Relations Officer.

Section 2. The President shall preside at all meetings and perform such other duties as usually pertain to this office.

Section 3. In the absence of the President, the President-elect shall perform the duties of the President.

Section 4. The Recording and Awards Secretary shall keep the records of the proceedings of each meeting. S/he shall submit a report of the election of officers to the National Headquarters not later than June 15 of each year and shall handle other chapter correspondence as necessary.

Section 5. The Membership Secretary and Treasurer shall receive all dues, assessments and initiation fees, make all authorized disbursements, make a report of the financial condition of the chapter at the first meeting of the Executive Committee each year and keep an appropriate account of receipts and disbursements for
the annual auditing each year. S/he shall maintain a list of the active membership, shall be responsible for academic records and other membership matters.

Section 6. The Public Relations Officer shall preserve the records of the chapter, other than those of the Recording and Awards Secretary and Membership Secretary and Treasurer and report the activities of the chapter to the Editor of the Newsletter and to other news media.

ARTICLE V. Eligibility and Election of Officers

Section 1. All chapter officers shall be chosen from the active membership of the chapter, according to the provisions of the appropriate sections of the National Bylaws.

Section 2. All officers shall be ineligible for reelection to the same office for a successive term with the exception of the Recording (and Awards) Secretary and the Membership Secretary and Treasurer.

Section 3. Officers shall be elected at the spring meeting and shall serve two years or until their successors have been elected and installed.

Section 4. Nominations of officers shall be made by the nominating committee and from the floor.

ARTICLE VI. Committees

Section 1. The management of the chapter shall be vested in an Executive Committee composed of the officers of the chapter, the immediate past president, and such additional members as the chapter may prescribe.

Section 2. The Executive Committee shall determine the eligibility of the candidates in accordance with Article II of the National Bylaws and Article II of these bylaws, audit the books of the Membership Secretary and Treasurer, make arrangements for the initiations, and perform such other duties as usually falls to this committee.

Section 3. Prior to the regular meeting in March, the President shall appoint a nominating committee which shall perform the ordinary functions of such a committee.

Section 4. The President shall appoint special committees at his or her discretion.

ARTICLE VII. Dues

Section 1. The Local Chapter dues shall be set by the membership for active members.

Section 2. The initiation fee for all initiates shall be set by the membership. This includes one year active membership.

Section 3. All dues shall be waived for Emeritus members as nominated by the Chapter.

Section 4. Dues shall be paid in response to the National billing system.

ARTICLE VIII. Meetings

Section 1. The Chapter shall meet annually in the spring semester to induct new members.
Section 2. Special meetings may be called at the discretion of the President or upon petition of five active members.

Section 3. The Executive Committee shall meet at least four times (twice during the fall semester and twice during the spring semester) to review chapter activities and plan the spring initiation ceremony.

ARTICLE IX. Awards

Section 1. The Phi Kappa Phi Merit Award (certificate and cash prize as determined by this Chapter) shall be awarded annually to the senior student member of the local Chapter with the most outstanding academic record. Selection shall be by the Executive Committee and will take into account cumulative grade point average based on all courses taken at the College of Charleston, participation in the Honors Program, number of transfer and Consortium credits, and overall academic record. The student must complete all degree requirements by the end of the spring semester of the year in which the award is made and must complete a minimum of 90 hours at the College of Charleston.

Section 2. An award (certificate and cash prize as determined by this Chapter) will be presented annually in the spring to the College of Charleston student who submits the outstanding Bachelor’s Essay or Independent Study. Judging will be by a committee appointed by the President. The competition is open to all College of Charleston seniors.

Section 3. An award (cash prize as determined by this Chapter) will be presented annually in the spring to the Phi Kappa Phi member who is selected as the Chapter nominee for a Phi Kappa Phi Foundation fellowship. Selection will be by a committee appointed by the President.

ARTICLE X. Amendments

Section 1. These bylaws may be amended by a two-thirds vote of the members present at any regular or special meeting provided quorum is present or by a two-thirds vote of those returning ballots distributed by mail. Proposed changes of these bylaws shall be presented in written form and submitted to all active members two weeks prior to the time of the voting.

ARTICLE XI. Quorum

Section 1. Ten (10) affiliated members, including at least a majority of the Executive Committee, will constitute a quorum for the transaction of business at any regular or special meeting.

ARTICLE XII. Chapter Dissolution

Section 1. If, for any reason, the local chapter is dissolved, all funds in the treasury will be placed with the College of Charleston Foundation in trust, to draw interest and to continue all Phi Kappa Phi awards which are supported by the chapter at that time.