

CONSTITUTION of Iota Beta Chapter of the Phi Alpha International Honor Society

Eastern Washington University (EWU) - School of Social Work (SSW)

102 Senior Hall, Cheney, WA 99004

Effective Date 3.7.2014/Revised: 02.01.2021; 4.24.2019

Eager to promote a closer bond among students of social work and to further connections among those dedicated to the promotion of humanitarian goals and ideals, which quality educational preparation is deemed imperative, students, alumni, and faculty involved in social work education at Eastern Washington University resolve to sponsor a Chapter of Phi Alpha International Honor Society (known as Phi Alpha), thereby to foster high standards of education for social work and to invite into membership those who have attained excellence of scholarship and distinction of achievement as students of social work.

ARTICLE I

The Supreme Law

The Iota Beta Chapter of Phi Alpha shall be affiliated with the organization known as Phi Alpha. The Constitution, membership and program shall be consistent with the Constitution and Statutes of Phi Alpha.

ARTICLE II

Purposes

The purpose of the Iota Beta Chapter of Phi Alpha shall be:

Section 1. To recognize and promote scholastic achievement among students and faculty involved in the undergraduate or graduate social work program at Eastern Washington University.

Section 2. To recognize, improve and further the goals of social work in the community, state, nation and world.

Section 3. To stimulate interest in preparation for a career in social work.

Section 4. To encourage continued study and research at the undergraduate level, the graduate level, and in professional practice.

Section 5. To recognize those professional social workers and others whose service, contributions and leadership are held in esteem.

Section 6: To cooperate with other organizations and groups that have similar goals and ideals to further the Chapter's goals and mission.

ARTICLE III

Government

Section 1. The supreme governing body shall be the Phi Alpha Board of Directors as defined in the April 2018 Phi Alpha Bylaws and Constitution.

Section 2. The Board of Directors will be the governing body of the Iota Beta Chapter as defined in its Bylaws.

ARTICLE IV

Membership, Privileges, Meetings, & Dues

Membership and privileges, meetings, and dues are outlined in the current Bylaws of the Iota Beta Chapter.

ARTICLE V

Insignia

Section 1. The official logo of the society shall be the Phi Alpha Key that was approved by the International Honor Society Committee. The key shall be issued to and worn only by members of the society.

Section 2. Colors of the society shall be blue and gold as established by the International Honor Society Committee. Royal blue and light gold are preferred.

Section 3. Membership certification supplied by Phi Alpha shall be issued to all new members of the Chapter upon initiation.

ARTICLE VII

Constitutional Amendments

Section 1. This Constitution may be amended by a majority vote of the Board of Directors.

Section 2. Amendments may be proposed to the Board of Directors by any active member of the Chapter.

Bylaws of the Iota Beta Chapter of the Phi Alpha Honor Society

Eastern Washington University (EWU) - School of Social Work (SSW)

102 Senior Hall, Cheney, WA 99004

Revised February 1, 2021

For the purposes of these Bylaws, the Phi Alpha Honor Society will be referred to as "Honor Society" and the Iota Beta Chapter at EWU SSW will be referred to as "Chapter".

CHAPTER 1 - Officers of the Board of Directors

Section 1. The officers of the Chapter shall consist of a President, Vice-President, Secretary-Treasurer, Humanitarian Chair, and one Cohort Representative from each of the part-time MSW programs. The Board of Directors will work collaboratively and in partnership with members, faculty, and staff to meet the goals of the Chapter.

Section 2. The President shall carry out the following duties and have the following responsibilities:

- a) Partners with Faculty Advisor and other Officers to develop an annual plan to reach Chapter goals,
- b) Solicits input and feedback from membership on activities,
- c) Facilitates transition of duties to new Board of Directors at end of term,
- d) Calls and presides at meetings of the Chapter at once a year,
- e) Meets with Officers on a schedule established by the Board of Directors to meet annual goals.
- f) Appoints such committees as may be provided for by these Bylaws or by vote of the Chapter,
- g) Calls special meetings of the Chapter.
- h) Is responsible for all Chapter reports.
- i) Acts as the representative of the Chapter to the SSW, the university, and the community, or designates a representative,
- j) Maintains Chapter compliance with EWU student organization policies and procedures,
- k) Familiar with and maintains compliance with the Chapter and International Bylaws and policies,
- l) Performs the duties of chair at initiation ceremonies,
- m) Promotes the welfare of the Honor Society and Chapter, and
- n) Acts as a Co-President when deemed appropriate to meet the needs of the membership.

Section 3. The Vice-President shall perform the following duties:

- a) Performs all duties of the President in the latter's absence or disability,
- b) Facilitates the setting of "advancement of the profession" goals annually and coordinate the activities to meet those goals in collaboration with the Cohort Representatives, the membership, and the Board of Directors,
- c) Familiar with and promotion of the Phi Alpha service awards and/or grants for Iota Beta membership,
- d) Manages member completion of the Honor Society Liability Waiver for Chapter activities when appropriate,
- e) Carries out any other duties assigned by the President,
- f) Promotes the welfare of the Honor Society and Chapter, and
- g) Acts as a Co-President when deemed appropriate to meet the needs of the membership.

Section 4. The Secretary-Treasurer may be separate Officer positions when approved by the Board of Directors. The duties shall be as follows:

- a) Submits the required materials for student organization standing on an annual basis and when needed with EWU SAIL office,
- b) Documents meetings and decisions made by the Chapter Board of Directors; and, to retain those documents for future reference,
- c) Forwards to the Treasurer of the Executive Council the national membership dues for each student and faculty initiate upon acceptance into membership,
- d) Drafts an annual budget for the Board of Directors, and
- e) Fulfills such additional duties as may be required by the Board of Directors or by the Chapter Constitution, the Bylaws, resolutions, or vote of the Chapter membership.

Section 5. Humanitarian Chair shall facilitate the setting of "humanitarian" goals for the Chapter and coordinate the activities to meet those goals with the membership, Cohort Representatives and Board of Directors.

Section 6. Cohort Representative duties shall consist of representing the MSW part-time program cohort to which they belong at the Board of Directors meetings; communicating with cohort members as to activities that would meet the annual goals of the membership; and, coordinating with the Board of Directors the cohort activities.

Section 7. Faculty Advisor(s): A faculty member in the undergraduate or graduate social work program shall serve as the faculty advisor. The faculty advisor must have at least a MSW

degree. The Faculty Advisor is not required to pay the international dues but is expected to pay the Chapter dues. The duties include:

- a) Acting as liaison for the Chapter with the International Honor Society office, the EWU faculty and university authorities (such as student accounts; SAIL; and the College),
- b) Acting as an ex-officio member on the Board of Directors,
- c) Partnering with officers to complete their tasks and responsibilities according to the International Honor Society, the Bylaws, and the EWU policies, and
- d) Support student success and mentor leadership.

CHAPTER II - Organization and Procedures

Section 1. Officer Selection: In order to provide for representative governance, an annual slate of officers for the Board of Directors shall involve the solicitation for volunteers for the positions of President, Vice President, Secretary-Treasurer, the Humanitarian Chair, and Cohort Representatives (from the part-time MSW programs).

- a) When a position has more than one volunteer, the position may be filled by a majority vote of the voting membership or by agreement of the volunteers to share duties.
- b) Once a full slate of officers is set, a majority vote of the membership voting will ratify the slate of officers.
- c) All members are eligible to vote for the Board of Directors except for the Cohort Representatives. Cohort Representatives are voted on by the members of the cohort they intend to represent.
- d) The term for officers will be one year, with subsequent service allowed with confirmation by the membership.
- e) When a position is vacated during the annual term, the Board of Directors will seek a volunteer from the membership to fill the position. Appointment will be made by the Board of Directors.

Section 2. Meetings: The Board of Directors will hold an open Chapter meeting at least once each year for the main campus members. Part-time program membership will hold an annual meeting led by their Representatives.

Section 3. Annual Goals and Plan: The Board of Directors will draft annual goal(s) and a plan to meet the goals related to humanitarian efforts and advancement of the profession. The annual goals shall include input from the membership.

Section 4. Committees, Ad Hoc Task Groups, and Project Chairs: The President, with approval of the Board of Directors, can establish committees, ad hoc task groups, and/or project chairs to meet the goals of the Chapter.

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

Section 6. 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 7. Membership Application Process. The method of granting membership shall be in accordance with procedures established by the Board of Directors and meets the minimum standards from the Honor Society. Any controversy concerning membership approval, categories, or criteria will be resolved by the Chapter Board of Directors.

CHAPTER III – Membership, Voting, Dues, & Good-Standing

Invitation to join the Chapter shall take place at the beginning of each quarter in the academic year and summer quarter. Any member category outlined in these Bylaws who pay an international fee are eligible to vote in Chapter matters.

Section 1. Active Members. Members, who have paid international dues and meet the qualifications for one of the classifications in this section, are active members. This includes a Faculty Advisor member(s).

i. Collegiate Member. EWU SSW Collegiate members are enrolled students in the social work undergraduate (BASW) or graduate (MSW) programs at the time of induction, have been recommended for membership by the Iota Beta Chapter, and have paid the required dues.

A) **BASW Eligibility:** An undergraduate student from the EWU SSW BASW program is eligible for active membership after achieving the following requirements:

- a) Declared social work as a major at EWU,
- b) Completed at least 121 undergraduate credits, and completed one term of courses in the social work program,
- c) Is a student in “good-standing” with the EWU student code of conduct and the SSW; and,
- d) Earned a GPA within the top 35% of the eligible social work BASW cohort.

B) **MSW Eligibility:** A graduate student in a part-time or the full-time program is eligible for active membership after achieving the following minimum requirements:

- a) Completed at least 31 credits (34%) for the graduate social work program which may include approved social work certificate programs,
 - b) Is in “good standing” with the EWU student conduct code and the SSW; and,
 - c) Earned a GPA within the top 35% of the eligible social work MSW cohort.
- C) **MSW-Advanced Standing (AS) Eligibility:** A graduate student in a part-time or the full-time MSW-AS program is eligible for active membership after achieving the following requirements:
- a) Completed at least 17 credits (34%) in the graduate AS social work program which may include approved social work certificate programs,
 - b) Is in “good standing” with the EWU student conduct code and SSW, and
 - c) Earned a GPA within the top 35% of the eligible social work MSW cohort.
- ii. **Faculty Membership:** A faculty member may be granted membership by invitation of a Chapter member with approval of the Board of Directors. Faculty member applicants must be a member of the EWU SSW faculty (employed full-time and have at least a MSW degree) or have a professional designation (e.g., Director of Field).
- iii. **Alumni Membership:** Alumni members shall be a lifetime member who wishes to remain engaged. EWU SSW Chapter members in good standing upon graduation are automatically an Alumni Member.

Section 2. Honorary Membership. The Board of Officers with the approval of the membership and Phi Alpha 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 3. Privileges of Active Membership.

- i. Active members shall have the right to vote, and be elected or appointed to committees of the chapter. Only Collegiate members may be Officers of the Board of Directors for Iota Beta.
- ii. Active members shall have the benefit of being elected or appointed to committees of Phi Alpha.
- iii. Honorary Members do not have the right to vote or to hold office in Iota Beta or Phi Alpha. The Officers of the Board of Directors can appoint them to an Iota Beta Chapter committee.

Section 4. Member-in-Good Standing: Any member may be expelled from membership for reasons of academic or student conduct that has been found to violate the EWU student code of conduct, due to termination or voluntary leave from the EWU SSW program prior to graduation, and/or due to violation of these Bylaws. For termination or suspension purposes, the Chapter shall send notice to the member that the termination or suspension from membership will follow the outcome of any discipline process by EWU and/or the SSW. During the process of hearings, voting privileges will be suspended. If termination from the Chapter occurs, membership fees will not be returned per the Honor Society Bylaws.

CHAPTER IV – Membership Dues

Section 1. The initial membership dues are paid by all active members and shall be of sufficient amount to include the following:

- a. The international life-time membership fee required by the Honor Society; and,
- b. The local fee required by the Iota Beta Chapter.

Section 2. Annual Chapter dues are set by the Board of Directors and shall be established in accordance with Chapter needs and the Honor Society's designated international fee.

Section 3. Special fees may be levied by the Board of Directors with a majority vote of the Chapter membership.

Section 4. Faculty Advisors' international fees are waived, but if such Advisor has already paid the international fees prior to becoming an Advisor, then no refund will be issued. Faculty Advisors pay the local Chapter dues.

Section 5. The Chapter collects the Phi Alpha international dues and forwards the dues to the Honor Society following each membership drive.

CHAPTER V – Non-Discrimination, Non-Harassment, and Anti-Hazing

Membership in the Iota Beta Chapter is open to qualified candidates, without regard to age, sex, gender identity, gender expression, national or ethnic origin, citizenship status, race, religion, and/or ability. No undue social pressure, hazing, bullying or harassment (collectively "hazing") shall be used to ensure invitation or acceptance of membership by the Chapter or Chapter member(s). All Chapter members, regardless of classification, shall comply with the EWU non-discrimination, non-harassment, and anti-hazing policies.

CHAPTER VI – Professional Ethics

The Chapter subscribes to the current version of the Code of Ethics for the National Association of Social Workers.

CHAPTER VII – Constitution and Association

The Iota Beta Chapter Constitution and Bylaws shall reflect the association and act in compliance with the Phi Alpha Honor Society International Office. Phi Alpha Honor Society is a non-profit 501(c)3 corporation and is associated with the Association of College Honor Societies (ACHS).

CHAPTER VIII - Amendments

These Bylaws have been revised March 2014, June 2019, and February 2021. These Chapter Bylaws may be amended by a majority vote of the Board of Directors.