

## CONSTITUTION OF THE ALPHA TAU CHAPTER OF PHI ALPHA THETA

### **PREAMBLE**

The purpose of Phi Alpha Theta is to recognize impressive conduct within History courses at Winthrop University. Phi Alpha Theta is committed to fostering historical interests through the recognition of its member's achievements in History, and through events during the semester to introduce topics of History with the student body to portray History in a more interesting light.

### **ARTICLE I-NAME**

This chapter shall be known as the Alpha Tau chapter of Phi Alpha Theta.

### **ARTICLE II-MEMBERSHIP**

#### Section 1-ELIGIBILITY

**The Alpha Tau chapter is open to all undergraduate students at Winthrop University that complete a minimum of 12 semester hours in History, achieve a minimum GPA of 3.1 in History, and a GPA of 3.0 or better overall. Graduate students should have completed a minimum of 12 semester hours towards their Master's Degree in History, and have a GPA of better than 3.5.** Invitations will be sent once per semester to all students who meet these credentials. You do not have to be a history major to be in Phi Alpha Theta.

Eligibility for membership or appointed or elected student officer positions in the campus recognized chapter or group may not be limited on the basis of race, sex, color, age, religion, national origin, marital status, sexual orientation, physical or mental handicap, ancestry or medical condition, except as explicitly exempted in federal law.

#### Section 2-DUES

**Phi Alpha Theta has a lifetime membership fee (\$50) as well as general chapter dues (\$10). Students seeking membership will submit a check for \$60 to a faculty advisor by a predetermined date.** Paying members will be eligible for induction within the next month.

#### Section 3-INDUCTION

Inductions will be held once per semester after the mid-semester break. Officers will read induction material and inductees will be awarded a honorary certificate.

### **ARTICLE III – OFFICERS**

#### Section 1-OFFICER POSITIONS

The Alpha Tau chapter must have one president, one treasurer, and one other titled officer to be considered an official on-campus organization. National precedent has the Phi Alpha Theta executive council consisting of one president, one vice-president, one secretary, one treasurer, and one historian.

#### Section 2-ELECTIONS

Elections shall be held annually after the spring induction ceremony. Elections shall be advertised to all chapter members. Any need for a mid-semester election can be assessed at the request of the executive council.

### Section 3-ELIGIBILITY

All current Phi Alpha Theta members are eligible for election to the Alpha Tau executive council.

### Section 4-GROUNDS FOR DISMISSAL

Conduct of individuals who are members of the Alpha Tau Chapter of Phi Alpha Theta should abide by Winthrop's code of conduct in addition to state and national laws. Breaking of any of these policies will be grounds for dismissal.

Officers who miss two nonconsecutive officer meetings (or general Phi Alpha Theta events) without contacting the council will be considered defunct.

Dismissal will be determined by the executive council.

### Section 5-OFFICER DUTIES

The *president* facilitates continuity from academic year to academic year, always focusing on the big picture. Usually, the president will lead executive and chapter-wide meetings, although this can be conducted by any officer. The president will be responsible for solving and/or reporting any internal strife or conflict within Phi Alpha Theta. **To be eligible for a presidential term, the member must have documented *active* experience on a Phi Alpha Theta executive council.**

The *vice-president* compliments the president's role by focusing on the current academic year. The vice-president assists the president in executive duties whenever possible.

The *secretary* is the most essential member of the executive council. To the best of their ability, the secretary must attend and properly annotate all Alpha Tau executive and chapter-wide meetings. The secretary is responsible for distributing these minutes to the council at large within seven (7) days of the meeting.

The *treasurer* is in charge of collecting dues, balancing the budget, and managing any bank accounts connected to the Alpha Tau chapter. The treasurer is responsible for turning in an annual budget report to the Office of Student Organizations.

The *historian* documents Alpha Tau current events through photography, social media, in addition to updating the Phi Alpha Theta bulletin board in 3<sup>rd</sup> floor Bancroft. The historian advertises Phi Alpha Theta events in an appropriate manner (flyers, Facebook posts, all students listserv, word-of-mouth).

The *at-large (Graduate/Undergraduate)* member acts in a utility role for the executive council. The at-large members help create and run events, and can stand-in for other positions on the council when the need arises.

(Adapted from the Sigma Tau Delta suggested officer duties, found here:  
<http://www.english.org/sigmatd/chapters/leadership/officers.shtml>)

**ARTICLE IV-ADVISOR**

The Alpha Tau chapter should have a minimum of one (1) official faculty advisor. Any history faculty member is welcome to assist with Phi Alpha Theta. The advisor must be willing to sign a yearly advisor agreement to be considered official by the Office of Student Organizations. Additionally the advisor must be willing to work with Alpha Tau chapter’s executive council throughout the school year with whatever issues they need assistance with.

**ARTICLE V-AMENDMENTS**

All amendments to this constitution submitted after this date (**Date**) need to be ratified by a three-fifths majority of the executive council **in addition to** being presented to the chapter at large. The Constitution will be presented to Phi Alpha Theta members via email or in person through the signing of a condensed waiver on the issues dictated by the chapter’s constitution. All members will be required to sign the waiver. **This document is verified true and complete by the [Academic Year] Phi Alpha Theta officers.**
