



HONORSOCIETY.ORG
— A TRADITION OF SUCCESS —

HonorSociety.org Constitution

ARTICLE I

NAME

The name of this organization shall be HonorSociety.org (the “Society”).

ARTICLE II

MISSION

The mission of the Society is to recognize student success, and to empower students to achieve.

All academic institutions that support this mission may establish chapters or individual membership affiliations with the Society. Students and professionals of sound scholarship and character who support this mission may be elected to membership.

ARTICLE III

MEMBERS

The Society is a membership organization, of Active Members (defined below) (each, a “Member” and, collectively, the “Members”) as set forth below. Section 1. Classes of Members. Members shall meet the following minimum criteria for membership. Any chapter, at its discretion, may establish higher criteria.

A. Active Members. Members of an academic institution who pay bi-annual national dues shall be “Active Members” of the Society.

1. Collegiate Members. “Collegiate Members” shall be students enrolled in undergraduate or graduate programs at the time of initiation.

2. Professional Members. Alumni of collegiate chapters shall be “Professional Members”. Additionally, an individual who has made a distinctive contribution to a profession may be elected to become a Professional Member of an Alumni chapter in their geographic area despite not being an alumnus of that collegiate chapter.

Section 2. Membership in the Society is open to qualified candidates including persons with any disability, without regard to age, color, gender, national origin, race, religion, and/or sexual orientation.

Section 3. Privileges of Membership.

A. Active Members shall have the right to vote, hold office, be elected as delegates to the Conclave (as defined in Section 1 of Article VI), be elected or appointed to committees of the Society and the chapters to which the Members belong provided other uniform criteria are met, and shall have such other privileges as the Society’s Board of Directors (as defined in Article VII below) or its Assembly of Delegates (as defined in Article VI) shall determine.

Section 4. If a Member fails to pay dues, fees, or assessments, such Member will no longer be an Active Member. A Member may be reinstated to Active Member status by payment of past due dues, fees, or assessments.

Section 5. A Member desiring to resign from the Society shall submit such resignation in writing to the Executive Director by mailing such resignation to: 1025 Connecticut Avenue, NW. Suite 1000, Washington, DC 20036, Attn: Executive Director. A Member shall be entitled to a refund

of membership dues paid for any period which has not elapsed only if a refund is requested in writing within 60 days of such membership dues being paid.

Section 6. Any Member having resigned from membership may be reinstated upon application and upon meeting such terms and conditions as may be established by the Board of Directors.

Section 7. Membership in the Society may be suspended or terminated by the Board of Directors for cause. Cause for such suspension or termination of membership may be violation of this Constitution or any lawful rule or practice adopted by the Society or other conduct deemed by the Board of Directors to be prejudicial to the best interests of the Society. A statement of the charges shall be sent by registered mail or overnight commercial courier to the last recorded address of the Member, accompanied by notice of the time and place of the meeting at which the charges are to be considered. At least thirty days' notice shall be given, and the Member shall have the opportunity to appear in person or to be represented by counsel and to present any defense to such charges before action is taken by the Board of Directors. The Board of Directors may adopt such rules as may be necessary to assure due process to the Member. The decision for suspension or termination shall be by a two-thirds vote of the Board of Directors. A Member suspended or terminated for just cause shall not be entitled to a refund of any dues paid.

Section 8. The amount of any national dues, fees, and assessments for any class of membership in the Society shall be established by the Board of Directors. The dues year shall be the same July 1 - June 30.

ARTICLE IV

DUTIES OF CHAPTER OFFICERS

Section 1: President:

- Oversee the overall operation of the chapter.
- Preside and maintain order at all meetings of the chapter and Executive Board.

- Understand expectations of officers and individual members.
- Be familiar with all chapter resources, requirements and chapter documents.
- Maintain communication with members and the Campus Adviser, as well as serve as a liaison to the National Office, the campus and the public.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 2: Vice President Recruiting/Marketing:

- Implement and oversee the Chapter Strategic Plan process.
- Work with the Executive Board in creating the Master Calendar. Make adjustments as needed, freeze the monthly calendar and distribute to the chapter and advisers as needed.
- Conduct and tabulate the Chapter Survey. Share results with Executive Board.
- Direct Executive Board in the creation of goals as part of the Strategic Goals Template.
- Plan and conduct chapter leadership training/development.
- Establish chapter committees.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.
- Spearhead marketing efforts on campus to promote the organization.

Section 3: Secretary:

- Take attendance at chapter meetings.
- Order chapter supplies, pins and regalia as needed.
- Keep a file of all chapter correspondence.
- Answer and send correspondence as necessary.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 4: Treasurer

- Disburse appropriate fees to Members and the National Office.
- Prepare yearly budget reports.
- Educate members about financial responsibilities.
- Implement and carry out proper financial procedures.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 5: Event/Programming Chair

- Plan and coordinate chapter events and activities.
- Define acceptable behavior from conduct at social events to personal etiquette.
- Collaborate with the Vice President Organization in planning and executing chapter events.

- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 6: Member Success Chair

- Works with VP of Recruitment and Marketing to recruit new members.
- Serves as a resource for any member questions.
- Work with, and delegate to, related committees.
- Serve as liaison between the chapter and it's advisor as well as the National Office.
- Help all new members get involved in chapter activities.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 7: Philanthropy/Community Service Chair

- Plan and supervise chapter philanthropy events.
- Educate the chapter prior to each event on the foundation it is benefiting.
- Serve as a role model to the rest of the chapter.
- Model the values of the chapter to others on campus and in the community.

Section 8: Public Relations Chair

- Be in charge of all chapter specific social media. (Facebook, Twitter, Instagram, etc.).

- Update chapter page on HonorSociety.org regularly with news and upcoming events.
- Act as the steward of chapter's positive reputation.
- Serve as a role model to the rest of the chapter.
- Represent what the chapter and the organization stand for to others on campus and in the community.

Section 9: Registrar

- Serve as the chapter historian.
- Maintain records of chapter membership. Document chapter successes and milestones.
- Maintain/update chapter history on HonorSociety.org.
- Writes articles for HonorSociety.org.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 10: Faculty Relations/Success Chair

- Serve as liaison between the chapter and it's advisor as well as the National Office.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

Section 11: Career and Benefits Chair

- Knows the benefit and scholarship opportunities and teaches members how to apply for these.
- Updates students on new benefits and scholarships available.
- Organizes career events with the Event/Programming Chairman.
- Serve as a role model to the rest of the chapter.
- Represent the values of the chapter to others on campus and in the community.

ARTICLE V

OFFICERS AND STUDENT BOARD MEMBERS

Section 1. The officers of the Society shall be the Chair, Chair-Elect, First Vice Chair, Second Vice Chair, and Secretary. To be eligible for nomination to any national office except that of Student Board Member, a candidate shall have previous service as a Society (or predecessor society) officer, committee chair, committee member, chapter adviser, or alumni chapter officer and shall have been an Active Member for a minimum of twelve months prior to nomination.

Section 2. There shall be three Collegiate Members elected to the Board of Directors.

Section 3. Officers shall be elected by ballot. Each Active Member shall be eligible to vote. Completed ballots shall be postmarked within 45 days after distribution in order to be counted. Student Board Members shall be elected by the Assembly of Delegates.

Section 4. Officers shall hold office for the following terms or until their successors are elected, whichever comes first. The Chair-Elect shall be elected biennially in even years to serve a one-year term as Chair-Elect followed by a two-year term as Chair. The First Vice Chair and

Secretary shall be elected in even-numbered years to serve two-year terms. The Second Vice Chair shall be elected in odd-numbered years to serve a two-year term.

Section 5. No Member shall be eligible to serve more than two consecutive terms in the same office. A Member having served more than half a term shall be deemed to have served a full term. The term of office shall begin on January 1 immediately following the election.

Section 6. Any elected officer or Student Board Member may be removed for cause. Cause for such removal may be violation of this Constitution or any lawful rule, practice, or procedure adopted by the Society or other conduct deemed by the Board of Directors to be prejudicial to the best interest of the Society. For removal of an elected officer/Student Board Member for cause, it shall be necessary for the Board of Directors to hold a formal hearing. A statement of the charges shall be sent by registered mail to the last recorded address of the officer/Student Board Member, accompanied by notice of the time and place of the meeting at which the charges are to be considered. At least thirty days' notice shall be given, and the officer/Student Board Member shall have the opportunity to appear in person or to be represented by counsel and to present any defense to such charges before action is taken. The Board of Directors shall adopt such rules as may be necessary to assure due process to the officer/Student Board Member. The decision for removal shall be by a two-thirds vote of the Board of Directors.

Section 7. Should the office of Chair become vacant, the Chair-Elect shall become Chair automatically, to serve for the unexpired term and for the term immediately following. In even years, the First Vice Chair shall fill the vacancy for the unexpired term. Should the office of Chair-Elect become vacant, it shall be filled by the First Vice Chair. A vacancy in any other office shall be filled by appointment by the Board of Directors.

Section 8. No Member other than a Society employee shall receive compensation for service to the Society, unless specifically authorized by the Board of Directors.

Section 9. The Board of Directors may authorize reimbursement of expenses incurred in the performance of their duties for the Society and prescribe procedures for approval and payment of such expenses.

ARTICLE VI

DUTIES OF OFFICERS AND STUDENT BOARD MEMBERS

Section 1. The officers shall perform the duties prescribed by this Constitution and by the parliamentary authority adopted by the Society.

Section 2. The Chair shall preside at all meetings of the Assembly of Delegates and Board of Directors, serve as liaison to the Constitution Committee, serve as an ex officio member of all committees except the Nominating Committee, and provide leadership of the Society on behalf of the Members.

Section 3. The Chair-Elect shall preside in the absence of the Chair and fill any vacancy in the office of Chair, recommend appointments for expiring committee memberships to the Board of Directors and shall have such other duties as may be determined by the Board of Directors to accomplish Society priorities.

Section 4. The First Vice Chair shall fill any vacancy in the office of Chair-Elect and Chair in even years, and shall have such other duties as may be determined by the Board of Directors to accomplish Society priorities.

Section 5. The Second Vice Chair shall have such other duties as may be determined by the Board of Directors to accomplish Society priorities.

Section 6. The Secretary shall keep a record of all proceedings of the Conclave (defined below) and the Board of Directors and of all decisions made by mail ballots, develop an annual summary of Society activities and accomplishments for inclusion in the Society history, provide

leadership for maintaining the policies and procedures manuals, and shall have such other duties as may be determined by the Board of Directors to accomplish Society priorities.

Section 7. The Student Board Members shall serve as fully participating Members of the Board of Directors and represent an ownership of diverse people who have many points of view and shall have such other duties as may be determined by the Board of Directors to accomplish the Society's priorities.

ARTICLE VII

MEETINGS

Section 1. The meeting of the Society shall be known as the Conclave; it shall be held at a time and place the Board of Directors shall determine and at which time the Assembly of Delegates shall meet. All meetings (other than chapter meetings) may take place electronically.

Section 2. The Assembly of Delegates shall be the policy-making body of the Society, subject to this Constitution and the laws of the State of Nevada. The voting Members of the Assembly of Delegates shall consist of the voting Members of the Board of Directors, one delegate from each collegiate chapter, and one delegate from each alumni chapter with a membership of 100 Members or fewer. An alumni chapter shall be granted one additional delegate for each 100 Members above a membership of 100. A quorum shall consist of a majority of the voting Members of the Assembly of Delegates.

Section 3. The official call to Conclave giving the time and place of the meetings of the Assembly of Delegates shall be published in an official publication of the Society at least 90 days in advance of the Conclave.

ARTICLE VIII

BOARD OF DIRECTORS

Section 1. The “Board of Directors” shall consist of the Chair, Chair-Elect, First Vice Chair, Second Vice Chair, Secretary, three Student Board Members, and Executive Director. The Executive Director shall be an ex officio member without vote.

Section 2. The Board of Directors shall have general supervision of the Society between meetings of the Assembly of Delegates; shall develop governing policies that concern ends, executive limitations, board process, and board/executive director relations; and is vested with full power to conduct all business of the Society between meetings of the Assembly of Delegates. The Board of Directors shall be subject to the orders of the Society and none of its actions shall conflict with action taken by the Society. The duties of the Board of Directors shall include: appoint an Executive Director who shall be chief administrator of the Society; cause to be bonded all officers and employees entrusted with property, real or personal, belonging to the Society; cause the financial reports of the Society to be examined annually and at the time shall determine what level of examination is needed; report budget policy and financial status to the Assembly of Delegates; review the reports of officers and committees of the Society and any recommendations and resolutions to come before the Assembly of Delegates and to make recommendations thereto; propose policies to the Assembly of Delegates for their consideration; adopt rules and regulations for the conduct of the affairs of the Society; and perform such other duties as are prescribed or permitted by the laws of the State of Nevada for a Board of Directors or by this Constitution and the policies adopted by the Assembly of Delegates.

Section 3. Regular meetings of the Board of Directors shall be called by the Chair or by any three members of the Board.

Section 4. Special meetings of the Board of Directors may be called by the Chair and shall be called upon the written request of a majority of the voting members of the Board of Directors. Ten days' notice shall be given for such special meetings except for meetings that are called during a Conclave. The subject matter of such special meetings shall be limited to that which is stated in the call.

Section 5. A majority of the voting members of the Board of Directors shall constitute a quorum.

Section 6. Any action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting, without prior notice, and without a vote if a consent in writing, setting forth the action so taken, is signed by a majority of the Board of Directors having not less than the minimum number of votes necessary to authorize or take the action at a meeting where all eligible directors were present and voted. Such consent shall have the same effect as a vote of the Board of Directors and may be stated as such in any articles or document filed with the State of Nevada.

ARTICLE IX

EXECUTIVE DIRECTOR

The Executive Director shall serve under the direction of the Board of Directors as the chief executive officer of the Society. The Executive Director shall implement policies and programs of the Assembly of Delegates and Board of Directors; be responsible for relations with chapters, Members, and external groups; supervise and manage the offices of the Society and engage all employees; serve as custodian of properties, deeds, records, and archives belonging to the Society and hold, invest, and disburse monies according to policies established by the Board of Directors; provide leadership for long-range planning; serve as Editor of Society publications; and coordinate and expedite work of the Assembly of Delegates, Board of Directors, and national committees.

ARTICLE X

COMMITTEES

Section 1. Committees shall be established by the Assembly of Delegates or by the Board of Directors. The Committee Chair and committee members shall be appointed by the Board of Directors with the exception of the Editorial Committee and the Nominating Committee, which shall be elected. To be eligible for service on a national committee, a candidate shall have been an Active Member for the preceding twelve months prior to appointment.

Section 2. The Committees of the Society shall include the following:

A. The Awards Committee shall review selection policies, review applications for awards, and select recipients. This is a staff committee.

B. The Constitution Committee shall recommend to the Board of Directors amendments to the Constitution and shall review and approve bylaws of individual chapters. This is a board committee.

C. The Editorial Committee shall determine editorial policies, select guest editors and themes, identify and recommend reviewers, determine review procedures, and make recommendations for fiscal policies regarding HonorSociety.org to the Board of Directors. The membership shall consist of six Professional Members and two Collegiate Members. The Editor shall serve as an ex officio member, without vote. The two Collegiate Members shall be appointed annually by the Board of Directors for terms of one year or until their successors are appointed. This is a staff committee.

D. A Nominating Committee of five shall be elected by mail ballot. Each Active Member shall be eligible to vote. Terms shall be for two years or until the successors are elected. Two Nominating Committee members shall be elected in even-numbered years; three Nominating Committee members shall be elected in odd-numbered years. Members of the Nominating Committee shall not serve consecutive terms. The Committee Chair shall be appointed annually by the Board of Directors from among the five members. It shall be the responsibility of the Nominating Committee to propose at least one candidate for each office and committee vacancy to be filled. A member of the Nominating Committee may not be nominated for any office or committee vacancy without resigning as a member of the Nominating Committee. This is a board committee.

Section 3. Unless otherwise described herein, a vacancy in any committee shall be filled by the Board of Directors.

ARTICLE XI

CHAPTERS

Section 1. Collegiate Chapters.

A. A chapter of the Society may be established in any academic institution in the United States of America and its territories. The institution shall be fully accredited by its regional accrediting agency, and the program shall meet uniform criteria determined by the Board of Directors.

B. A chapter-at-large may be established by two or more institutions such that the institutions are located close enough in distance that a joint chapter is feasible and provided that, other than the size of the program, each institution is qualified to be a collegiate chapter.

C. International chapters may be established according to uniform criteria determined by the Board of Directors.

D. A group desiring a charter for a collegiate chapter shall petition the Board of Directors. The petition shall be approved by upper administration of the institution. The qualifications of such petitioning groups shall be examined by the Board of Directors and, if approved, submitted to the chapters by mail ballot. A two-thirds vote of those chapters returning ballots by a date clearly specified on the mail ballot shall be required for a charter to be granted.

Section 2. Alumni Chapters.

A. An alumni chapter may be established in a geographic locality. Professional Members who cannot participate in a collegiate or alumni chapter may belong to a national alumni chapter.

B. At least fifteen Professional Members of the Society living in a geographic area and desiring to form an alumni chapter may petition the Board of Directors for a charter. Upon approval of their aims and proposed program, the Board of Directors may grant a charter.

Section 3. Chapters in Good Standing. To be considered a chapter in good standing, a chapter shall comply with the Constitution, shall meet uniform criteria determined by the Board of Directors, shall have filed all required reports with the Executive Director, and shall be current in all financial obligations to the Society. The Board of Directors shall apply uniform criteria to determine those chapters which are not in good standing. Only chapters in good standing shall be eligible to vote in a mail ballot or to have a delegate attend the Conclave.

Section 4. Chapters Not in Good Standing.

A. A chapter shall be declared inactive by the Board of Directors in the event that (1) the institution at which the chapter is located fails to meet the requirements listed in Section 1 of this Article or (2) the chapter requests inactive status.

B. A chapter may be placed on probation by the Board of Directors if it fails to meet the criteria for a chapter in good standing for two consecutive years.

C. A chapter may be suspended for cause by the Board of Directors by a two-thirds vote. Sufficient cause for such suspension may be violation of this Constitution or any lawful rule or procedure adopted by the Society. Due notice shall be given by the Board of Directors to the chapter in question by registered mail, and reasonable opportunity shall be allowed for the chapter to meet the requirements or correct infractions before final action to suspend is taken.

Section 5. Each chapter shall determine the number of meetings to be held during the year and report the same on the Chapter Annual Report.

Section 6. A chapter must have at least three elected officers representing the functions of President, Vice President, Secretary, Treasurer, and Editor. The elected officers shall be the members of the chapter Executive Committee.

Section 7. Chapter names shall be designated according to the Greek alphabet in order of chartering.

Section 8. Alumni chapter names shall be chosen by the Members of the chapter.

Section 9. Election of Members. Nominations of chapter Members shall comply with the Society's guidelines. Nominations of Professional Members to a chapter may be made by either a collegiate or an alumni chapter. Election shall be by a two-thirds vote of the chapter or by mail ballots returned by a date clearly specified on the ballot.

ARTICLE XII

LEADERSHIP COUNCIL

At the conclusion of the term of office, each Board Chair shall become a member of the "Leadership Council." The Leadership Council shall recognize the contribution of chairs and shall have such other duties as may be determined by the Board of Directors or the Assembly of Delegates.

ARTICLE XIII

PUBLICATIONS

Section 1. The official publication of the Society shall be called "Elevate". It shall be published and distributed regularly as a refereed journal and a communication link to the Society.

Section 2. Additional publications may be authorized by the Board of Directors.

ARTICLE XIV

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with this Constitution and any special rules of order the Society may adopt.

ARTICLE XV

AMENDMENT OF CONSTITUTION

This Constitution may be amended in any one of the following ways:

Section 1. An amendment approved by the Board of Directors by majority vote may be adopted by the Assembly of Delegates by a two-thirds vote, provided that the amendment has been submitted in writing to the chapters before the meeting.

Section 2. An amendment approved by the Board of Directors by a two-thirds vote may be adopted by the Assembly of Delegates by a three-fourths vote without notice to chapters.

Section 3. An amendment approved by the Board of Directors by a two-thirds vote may be submitted to the chapters by mail ballot to be acted upon at a regular or special meeting of each chapter. Adoption shall be by a two-thirds vote of those chapters returning ballots by a date clearly specified on the mail ballot.

Section 4. An amendment approved by the Board of Directors by a majority vote and by the Assembly of Delegates by a two-thirds vote without notice to chapters may be submitted to the chapters by mail ballot to be acted upon at a regular or special meeting of each chapter. Adoption shall be by a two-thirds vote of those chapters returning ballots by a date clearly specified on the mail ballot.