ARTICLE I. Name of Chapter
The name of this chapter of Phi Theta Kappa shall be Nu Lambda.

ARTICLE II. Purpose
The purpose of Nu Lambda chapter of Phi Theta Kappa at Harry S Truman College shall be the promotion of scholarship. The development of leadership and service and the cultivation of fellowship among qualified students of this college.

ARTICLE III. Membership
Section 1 Membership in Nu Lambda chapter shall consist of standard, provisional, honorary and enhanced.

A. Standard Member
Each candidate for membership must have completed 12 semester hours of associate degree course work, with a Grade Point Average of 3.5 or better, adhere to the school code of conduct and possess recognized qualities of citizenship. A grade Point Average of 3.0 must be maintained. When a member’s cumulative GPA falls below 3.0, he or she has one semester in which to bring the average to 3.0. If he or she fails to raise the cumulative GPA to 3.0 after one semester, the member shall have his or her name stricken from the local chapter roll and Phi Theta Kappa Headquarters shall be notified to strike the name from the roll as well. Once a student’s name is stricken from the roll, all privileges of membership are revoked.

B. Provisional Member
A provisional member of Phi Theta Kappa is a student, who in the opinion of the local chapter, has shown an active interest in the affairs of the Society and who serves the Society in some special capacity, but who does not meet the full requirements for membership in the Society. In order to qualify for provisional membership status, a student must be enrolled in associate degree course work at the two year college, adhere to school conduct code and possess recognized qualities of citizenship. Provisional members will not be officially affiliated with the Phi Theta Kappa Society, cannot hold office and cannot vote on Chapter, Regional or International matters. Provisional members will pay Local Chapter dues of $7.00 per semester, but are not required to pay the International and Regional induction fee until they have qualified for full membership.

C. Honorary Membership
This type of membership is limited to individuals who have shown consistent and outstanding support of the local chapter. The individual should be of high character, intellectual ability and should exhibit a level of accomplishment worthy of recognition within the Society. Honorary Members shall be afforded full rights and privileges of the Society but will not be allowed to vote or hold office.

D. Enhanced Membership
This type of membership is offered to new members at the Induction Ceremony. This type of membership has three tiers which provide an opportunity for many students to receive the proper recognition for their active participation within our chapter.
Article IV. **Chapter Advisor**

Section 1 The Chapter Advisor shall be appointed by the administration of Harry S Truman College.

Section 2 The Chapter Advisor shall be responsible for the guidance of chapter activities and shall act on behalf of the International Society and official college administration.

Section 3 The Chapter Advisor is responsible for the completion and submission of Annual Report, Membership Report Forms and Membership Profile Forms required by Phi Theta Kappa International Honor Society.

Section 4 The Chapter Advisor shall not be a voting member of the chapter.

Article V. **Officers**

Section 1 All officers must be members of Phi Theta Kappa, in good standing, have a GPA of 3.0 and must be carrying a course load of 6.0 semester hours.

Section 2 The Nu Lambda Chapter of Phi Theta Kappa shall have the following officers: President, Vice President, Treasurer, Secretary, Director of Public Relations, and Director of Membership.

Section 3 The duties of President shall be as follows:

A. Preside over all business meetings
B. Preside over 2 Committees
C. Responsible for appointing his/her own Committee Assistant(s)
D. Responsible for preparing the Officer’s Meeting agenda
E. Appoint and establish any necessary committees
F. Represent the organization at all times
G. Appoint a committee to review and/or revise the constitution annually

Section 4 The duties of the Vice-President shall be as follows:

A. Perform all duties of the President in the event of the absence of the President
B. Preside over 2 Committees each
C. Responsible for appointing his/her own Committee Assistant(s)
D. Responsible for preparing the Chapter Meeting Agenda

Section 5 The duties of Treasurer shall be as follows:

A. Open and/or maintain a bank account for the Society
B. Receive all money and write all checks
C. Keep a set of books which shall be audited by the Chapter Advisor and notarized before the office is relinquished
D. Make a report of finances at each business meeting

Section 6 The duties of the Secretary shall be as follows:

A. The Secretary is responsible for the minutes of all Chapter and Officer’s Meetings held each year. If the Secretary is unable to attend a particular meeting he/she will be allowed to send another member to the meeting on his/her behalf.
B. The Secretary is responsible for taking attendance at all Chapter and Officer’s Meetings.
C. The Secretary is responsible for the Chapter Mailing List.
D. The Secretary is responsible for retrieving all Chapter Mail and Publications from Advisors and Sponsors and presenting such mail at Officer and Chapter Meetings.
Section 7  The duties of the Director of Public Relations shall be as follows:

A. Advertising  
B. Posting the Officer’s and Chapter Meeting Agenda and Minutes on the Nu Lambda Bulletin Board  
C. Posting the Officer’s and Chapter Meeting dates and times on the bulletin boards throughout the College

Section 8  The duties of the Director of Membership shall be as follows:

A. The Director of Membership is responsible for the Member Mailing List  
B. The Director of Membership is responsible for updating and tailoring the four Chapter Membership Tiers as often as possible in order to accommodate the changes in members concerns and needs.

Article VI.  Election of Officers

Section 1  All candidates for office must be members of Phi Theta Kappa, in good standing

Section 2  Elections must be held at the meeting preceding the last meeting during the Spring semester

Section 3  Officers shall hold office from the time of inauguration, which shall be at the first meeting following the election, to the time of the next inauguration

Section 4  Nomination from the floor can be made at the same meeting as the election

Section 5  Plurality of the votes cast will determine the officer

Section 6  In any case when an officer must resign from office, an election shall be held to elect a new officer. Nominations shall be made from the floor and will be made at the first meeting following the resignation of the officer. The election will be held at the first meeting following nominations. Plurality of the votes cast will determine the new officer. The president shall have the power to make a temporary appointment at his/her discretion until a meeting can be held

Article VII.  Impeachment of officers

Section 1  If any officer fails to fulfill the duties of his/her office, he/she may be removed as follows:

A. A special meeting of the Chapter must be held to discuss the problem  
B. A vote of 4/5 of the active membership is sufficient to remove an officer from office

Article VIII.  Meetings

Section 1  All business meetings will follow the general agenda:

Order of Business
a. Call to order  
b. Roll call  
c. Reading of the minutes  
d. Treasurer’s report  
e. Committee reports  
f. Old business  
g. New business  
h. Announcements  
i. Adjournment.
Section 2  A quorum of one member over 50% of the active membership, excluding members excused for other school functions must be present before any official meeting can be called to order

Section 3  All meetings shall be governed by an adaptation of Robert's Rules of Order

Section 4  Special committee meetings shall be called by the chairperson of said committee. Procedures at such meetings are left to the discretion of the chairperson. Reports of each meeting shall be given to members at the following Chapter meeting

Article IX.  **Finances**

Section 1  Finances for this Chapter will be raised by projects voted on by a majority vote of active members

Section 2  Payment of the International Membership fee of $35.00 must be received by the Chapter Treasurer before members can be inducted

Section 3  All members must pay Local dues to Nu Lambda of $7.00 prior to induction

Section 4  All members must pay Regional dues of $3.00 prior to induction

Section 5  Disbursement of vouchers must be submitted with supporting invoices and/or statements attached to the original invoice

Section 6  Financial records of the Chapter shall be audited by the Chapter Advisor