

The Constitution of Chimes Junior Honorary

Kansas State University

Preamble:

We, the members of this Junior Class Honorary, in order to promote the ideals of scholarship, leadership, and service among the Junior Class at this institution, and to better ourselves as members do ordain and establish this constitution for the government of our organization.

Article I: Name and Purpose

Section 1:

The name of this organization shall be Chimes

Section 2:

The purpose of Chimes shall be to honor those students who have impeccably displayed the qualities of scholarship, leadership, and service to the community, and to provide educational and cultural enrichment for those selected as members.

Article II: Membership

Section 1:

Members shall be chosen from the students of the sophomore class who have exhibited the qualities of the purpose and the ideals for which we stand.

Section 2:

Minimum requirements for membership shall include a cumulative grade point average of 3.0. Prospective members must have attained a junior standing by the semester following their initiation. Members must maintain a 3.0 grade point average throughout their time in chimes, or they will be dismissed from the organization.

Section 3:

The maximum chosen for membership shall number twenty-five.

Section 4:

Members shall be chosen by majority consent of the active members of Chimes during the first half of the spring semester and initiated within two weeks after selection.

Section 5:

Membership shall terminate at the time of initiation of new members.

Article III: Officers

Section 1:

The officers shall consist of a President, Vice President, Secretary, Treasurer, Service Coordinator (or two) two Family Weekend Coordinators,

two Selections Chairpersons, a Social Coordinator (or two), a Public Relations and History Director, a Scholarship Chairperson, and the Technology Director. The Executive Committee shall consist of the President, Vice President, Secretary, Treasurer, and Service Coordinator(s).

Section 2:

The officers shall be elected by a majority vote of the membership within one month of initiation.

Section 3:

Duties of the officers shall be as follows:

President:

- Call and preside over all meetings
- Oversee committee chairpersons and coordinators
- Require definite, business-like work from each officer and committee
- Integrate work of committees into a fluid plan

Vice President:

- Assist with duties of the president
- Preside at those meetings from which the president is absent
- Arrange for a meeting place
- Chair Constitution Review Committee
- Go over recent changes to constitution with new initiated members

Secretary:

- Keep a regular record of attendance at all chimes sponsored events (social, meetings, service projects, et all) and inform members who may be getting close to not qualifying for membership.
- Document the minutes of every meeting
- Assist the president in maintenance of communication channels
- Maintain record of Member Contact Information
- Communicate with families of Chimes members for Family Weekend Activities

Treasurer:

- Keep and report on financial records of the organization
- Collect all fees from the members
- Keep track of all expenditures and reimburse members for such expenditures
- Serve as a member of the Scholarship Committee

Service Coordinator:

- Chair Service Committee
- Coordinate service activities
- Communicate with appropriate officers for funding, publicity, and member communications

Family of the Year Coordinator

- Co-Chair Family Weekend Committee
- Solicit Family of the Year applications
- Lead selections process for Family of the Year
- Communicate with Family of the Year
- Provide schedule of events form Family of the Year
- Secure accommodations for Family of the Year

Secure plaque or other form of recognition

Family Weekend Activities Coordinator:

Co-Chair Family Weekend Committee

Secure facility for Family of the Year ceremony

Select and Secure ceremony speaker

Secure brunch/dinner for ceremony

Plan Family brunch/dinner for ceremony

Plan Family Weekend Social Activity for Family of the Year, Chimes members, and their Families

Secure recognition at Varsity athletic event if possible

Communicate schedule of events with Secretary

Selections Chairperson:

Coordinate selections of new Chimes members during the spring semester

Includes advertising/soliciting for new members before application period, sending out applications, organizing interviews, and overseeing tapping and initiation

Social Chairperson:

Chair Social Committee

Coordinate all Chimes social events and activities

Communicate with appropriate officers to secure funding and member communications

Public Relations and History Director:

Promote and publicize Chimes and its activities in appropriate media, including but not limited to the following activities:

Family Weekend (including selection of Family of the Year)

Selections of new Chimes members

Other service activities

Promote morale and recognize outstanding individual participation

Keep a record of Chimes activities and events held throughout the year

Update scrapbook and maintain for future Chimes classes

Make the Chimes t-shirt

Scholarship Chairperson:

Provide educational programming to all members

Coordinate any necessary fundraising efforts

Chair the Scholarship Committee

Technology Director:

Maintain Chimes website

Assist with technology presentations and publicity

Section 5:

All officers shall be responsible for passing along complete annual records of their offices to their successors

Section 6:

At least one faculty member shall be selected as the advisor each year at the beginning of the spring semester, unless there is one already chosen. It shall be the duty of the advisor(s) to give advice and support to the members of the organization, giving special attention to the executive committee

Article IV: Committees

Section 1:

All members not serving as an officer shall be appointed as an at-large member of a standing committee. Standing committees include Service, Family Weekend, and Selections. Each standing committee shall have at least 3 at-large members.

Section 2:

Any Chimes member may serve on an Ad Hoc Committee. Ad Hoc Committees include Constitution and Scholarship. The Constitution committee shall consist of the chair of each committee, as well as two at-large members. The Scholarship committee shall have three at-large members.

Section 3: Standing Committees

- *Service*
 - Work with other Honoraries to plan and execute all Honorary Service Projects
 - Create new, enriching, and original Chimes service projects
 - Implement and assist Service Coordinate in facilitating service activities and projects
- *Family Weekend*
 - Assist with responsibilities of Family weekend Coordinators
 - Select Family of the Year
 - Set Family Weekend Schedule of Events
- *Selections:*
 - Assist with the responsibilities of the Selections Chairpersons
 - Select potential members
 - Assist with planning of induction

Section 4: Ad Hoc Committees

- *Constitution:*
 - Must meet in the Spring semester at least two Chimes meetings prior to new member initiation
 - Review and revise Constitution and submit report to entire membership of Chimes
- *Scholarship*
 - Must meet upon selection of new members
 - Determine selection criteria and have it approved by general membership
 - Publicize scholarship opportunity to new members
 - Select scholarship recipient(s)
- *Social*
 - Suggest social activities and events for Chimes members
 - Assist with planning and logistics of social events

Article V: Meetings

Section 1:

Meetings shall be held with regular occurrence such that the business of the organization is conducted in proper fashion, with the minimum being two meetings being held each month.

Section 2:

Attendance at all regular scheduled meetings and service events shall be required. After three unexcused absences during the time of membership, a member shall go before the Executive Committee to determine what action will be taken. A two-thirds vote of the membership shall be required to dismiss a member from the organization

Section 3:

Robert's rules of Order shall be used as a reference for the body's parliamentary procedures.

Article VI: Dues

An initiation fee of \$35.00 shall be collected from the new members after selection of the next year's treasurer.

Article VII: Amendments

Section 1:

This constitution shall be reviewed yearly by the Constitution Committee of Chimes.

Section 2:

Proposed amendments to this constitution shall be submitted in writing at a regular business meeting and voted upon at the following meeting. Adoption of any amendment will require a two-thirds affirmative vote of the entire membership of Chimes.

Section 3:

Date of Last Revision: February 2009