

# THE PHI THETA KAPPA MISSOURI REGION CONSTITUTION

## CONSTITUTION

### Preamble

That academic excellence among two-year college students may be nurtured; that opportunity may be provided for leadership training; that an intellectual climate may be promoted for an interchange of ideas and ideals; and that scholars may imbued with desire for continuing education, we dedicate ourselves as fellows of Phi Theta Kappa. Among us membership is a privilege earned by qualifications, honor, and service. In the conduct of our activities, truth shall be our quest, diligence our staff, and achievement our purpose.

### Article I. Name of the Organization

The name of the organization shall hereafter be known as: "Phi Theta Kappa Missouri Region."

### Article II. Purpose of the Organization

The purpose of Phi Theta Kappa Missouri Region shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa Missouri Region shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence.

### Article III. Divisions of Organizations

#### Section 1. Members

- Part A. Members shall consist of Phi Theta Kappa Missouri Region chapters that meet the requirements for membership in the Phi Theta Kappa Society and
- Part B. Those members must pay dues for each new inductee to be due after each induction and
- Part C. Dues must be paid in order to retain voting rights and membership in good standing

#### Section 2. Executive Board

- Part A. Officers shall be elected at the Regional Convention each spring,
- Part B. The Regional Officer Team elected shall be President, Vice-President of

Phi District, Vice-President of Theta District, Vice-President of Kappa District, and Vice-President of Communications

Section 3. Districts

- Part A. Phi Theta Kappa Missouri Region shall consist of three districts to be known as Phi District, Theta District, and Kappa District.
- Part B. Districts shall be determined by the Regional Coordinator/s and based upon geographical boundaries that best balance the number of chapters across the Districts in the Region.

**Article IV. Election of Officers**

Section 1. Progress

- Part A. The Regional Officers shall be elected annually at the Regional Convention.
- Part B. Officers shall be elected by majority vote of the delegates at the Regional Convention. Each active chapter attending the Convention will designate one member to serve as the chapter's voting delegate.
- Part C. Officers shall be installed at the last General Session of the Regional Convention and shall assume the duties of their offices immediately afterwards.
- Part D. Officers may be removed from office at the discretion of the Regional Coordinator/s with approval of the Advisory Board, or if a complaint passed and signed by at least two chapters in good standing is received by the Regional Coordinator/s and following an obliging vote of 2/3 of Regional chapters. Such an officer may appeal to the Advisory Board a decision to be removed from the office by the Regional Coordinator/s, their decision being final.
- Part E. Any regional officer who has been removed from office and has exhausted all appeals shall be ineligible to run for any future regional office.
- Part F. The Regional Coordinator/s, with the input of the Advisory Board, may appoint a replacement for a Regional officer who, for any reason, fails to fulfill his or her obligation, or for an officer who resigns from his or her office.

Section 2. Requirements

- Part A. Candidates must be present at the Regional Convention in order to be elected,
- Part B. Candidates should be nominated by their chapters at least one week prior to the Regional Convention. In the absence of a candidate for a given position, nominations will be accepted during the first General Session at the Convention.
- Part C. Candidates must be members of a chapter in good standing and meet the requirements of membership in that chapter in order to be elected,
- Part D. Candidates are required to be currently enrolled at their nominating institution.
- Part E. Regional officers serving a full-term, shall not be eligible for re-election for any office. In the result of an office vacancy mid-term, they may be appointed by the Regional Coordinator/s and Advisory Board to complete that term.

**Article V. Powers and Duties of the Executive Board**

Section 1. The President shall:

- Part A. Preside over all Regional Conferences and all Business Meetings,
- Part B. Direct Regional activities and projects,
- Part C. Perform other duties as assigned by the Regional Coordinator/s.

Section 2. District Vice-Presidents

- Part A. Represent and serve their districts at local and regional events as directed by the Regional Coordinator/s,
- Part B. Assist the President when called upon,
- Part C. Elect among themselves a President Pro Tempore, with approval from the Regional Coordinator/s, who will preside over meetings in the event the Regional president is absent, resigns from office, or is removed from office.
- Part D. Elect among themselves a Parliamentarian with approval from the Regional Coordinator/s.

Part E. Perform other duties as assigned by the Regional Coordinator/s.

Section 3. Communications Vice-President

Part A. Keep accurate accounts of all Regional business meetings,

Part B. Assist the President when called upon,

Part C. Maintain the region's social media accounts, and,

Part D. Be responsible for the dissemination of information from all Regional conferences through the Regional website.

Part E. Perform other duties as assigned by the Regional Coordinator/s.

**Article VI. Powers and Duties of Regional Coordinator/s**

Section 1. The Regional Coordinator/s, appointed by the International Executive Director, shall be the advisor/s for the Phi Theta Kappa Missouri Region.

**Article VII. Conventions, Conferences, and Business Meetings**

Section 1. Regional Conferences

Part A. The host(s) for all Regional conferences shall be chosen at the preceding Regional conference.

Part B. The host chapter(s) with the assistance of the Executive Board shall:

- (1) Coordinate a suitable time and place and,
- (2) Assist with the agenda for the Conference and,
- (3) Assist the Regional Coordinator/s as assigned.

Section 2. Business Meetings

Part A. Minutes of all Regional Business Meetings shall be sent to all Regional chapters.

Part B. Robert's Rules of Order shall be the parliamentary guidelines at all Regional Business Meetings.

## **Article VIII. Amendment Procedures**

- Section 1. In order to be voted on:
- Part A. Written copies of a proposed amendment initiated by an active chapter must be sent to each chapter at least fourteen (14) days prior to voting.
  - Part B. Amendments may be voted on if they were presented at a previous Regional Convention, conference, or meeting.
- Section 2. Amending the constitution shall require a two-thirds vote of chapters in good standing who are present at any Regional Business Meeting.
- Section 3. Each active and attending chapter will designate a voting delegate to represent the chapter.
- Section 4. Amendments may be initiated by the Executive Board and voted on by written or electronic means requiring a 2/3 majority of those chapters who vote on the given amendments.

## **Article IX. Ratification**

- Section 1. The constitution shall become effective upon a two-thirds vote of all chapters in Missouri.
- Section 2. This constitution or any of its provisions may be suspended by a two-thirds vote.
- Section 3. A like two-thirds vote is required to reinstate any suspended provision.
- Section 4. Final interpretation of this constitution shall be the responsibility of the Regional President and the Regional Coordinator/s.

## **Bylaws**

### **Chapter 1. Membership**

- Section 1. Eligibility
- All Phi Theta kappa members and Phi Theta Kappa Missouri Region Alumni who meet the International and the local chapter membership/requirements are eligible to be members of Phi Theta Kappa Missouri Region.

## **Chapter II. Finance**

### **Section 1. Membership Fees**

Regional membership fees are determined by the Phi Theta Kappa Center for Excellence and are distributed to the Phi Theta Kappa Missouri Region quarterly.

### **Section 2. Annual Budget**

The annual budget will be provided by the Regional Coordinator/s during a Regional Convention, conference, or meeting. Budget reports may be sent to Chapter Advisors electronically during the year.

## **Chapter III. Meetings**

### **Section 1. Regional Meeting Travel and Expenses**

The cost of gasoline and other reasonable travel expenses within the Region, such as meals or registration fees or hotel rooms, shall be paid by Phi Theta Kappa Missouri Region for the Regional Officers as per Headquarters requirements.

### **Section 2. International Meeting Travel and Expenses**

The Phi Theta Kappa Missouri Region shall provide for the cost of lodging and registration for international meetings to include the International Convention and the International Honors Institute. Travel costs are at the expense of the Regional Officer. Additional expenses such as meals are at the discretion of the Regional Coordinator/s.

### **Section 3. Order of business.**

The order of business for all official meetings of Phi Theta Kappa Missouri Region shall include and be governed by Robert's Rules of Order.

- A. Call to order.
- B. Approval of Minutes.
- C. Old Business.
- D. New Business.
- E. Announcements.
- F. Adjournment.

## **Chapter IV. Advisory Board**

### Section 1. Structure

The regional advisory committee shall be elected from the attending advisors at the Regional Convention. The members of the committee will represent the chapter advisors in the Region. One advisor shall be elected from each district.

### Section 2. Meetings

Members of the advisors' advisory committee will meet when deemed necessary by the Regional Coordinator/s, but the Regional Coordinator/s may seek advice and consent from the committee members at any time.

## **Chapter V. Executive Board**

### Section 1. Make-up

The Executive Board of Phi Theta Kappa Missouri Region shall be President, Vice-Presidents of the Phi, Theta, and Kappa Districts, and Vice-President of Communications. The Regional Coordinator/s shall be an ex-officio member/s and shall advise the Board on all matters relative to the organization, and the Regional Coordinator/s shall serve as liaison/s between the International Headquarters of Phi Theta Kappa and the Executive Board.

### Section 2. Meetings

Meetings of the Executive Board shall be called by the Regional President and/or the Regional Coordinator/s, who shall set the place and time most convenient to the majority of the members.

### Section 3. Quorum

A majority of the members of the Board must be present for the official transaction of business.