

CONSTITUTION

Zeta of Iowa, Phi Beta Kappa

I. This Society is a constituent member of the United Chapters of Phi Beta Kappa, an unincorporated organization (hereinafter, "Phi Beta Kappa Society"), or its successor-in-interest, and shall be known as the Zeta of Iowa or as the Iowa State Chapter.

II. This chapter is under the general supervision and control of the Phi Beta Kappa Society. The purpose of Phi Beta Kappa is to recognize and encourage scholarship, friendship and cultural interests, and to support excellence and integrity in the pursuit of the arts and sciences. Chapter activities encourage liberal education, scholarship, and concern for responsible uses of knowledge. Individuals elected to membership commit themselves to advancing the goals of Phi Beta Kappa.

III. The membership of the Chapter shall consist of charter members, members in course, alumni /ae members (if any), honorary members (if any), and associate members. Foundation members, elected only at the founding of a chapter shall be classified as alumni/ae or honorary members.

1. With a view to maintaining the historic character of Phi Beta Kappa, members of the Committee on Members in Course shall be chosen predominantly from teachers of liberal subjects. (Here, as elsewhere in this Constitution, liberal subjects and studies shall be considered to be those designed principally for knowledge or understanding or appreciation of the natural and social world in which we live, as contrasted with training intended to develop skill or vocational techniques.) The Chapter shall determine any participation of undergraduate members in the Committee of Members in Course.

2. Only those persons shall be elected to membership whose qualifications have been carefully investigated. The members in course shall be elected primarily on the basis of broad cultural interests, scholarly achievements, and good character. The number of undergraduates elected from any class, including any who may be elected in their junior year, shall ordinarily not exceed 10 percent and in no case shall exceed 15 percent of those expected to receive liberal bachelor degrees in that class. Only those students whose work: has been definitely liberal in character and purpose shall be eligible to election as members in course, this requirement being satisfied ordinarily by a proportion of three-fourths of liberal studies. They shall also be completing at least two years of residence in the sheltering institution and must have obtained a minimum average grade specified in the Chapter by-laws. A limited number of undergraduates of outstanding ability may be elected in their junior year.

3. The Chapter shall be responsible for determining the work or courses which are to be considered liberal in character in accordance with the Stipulations of tile Council on eligibility for election of undergraduate members in course. The Chapter may take into consideration the: results of a candidate's performance in honors work and comprehensive examinations and also the opinions of teachers and administrative officers concerning the character, capacity, scholarly achievements, and breadth of interest of each student under consideration.

4. If graduate students in course are elected, they must be completing, with an unusually high record, at least two years of graduate study leading towards the Ph.D. degree, must meet the same standards as to liberal studies as are applied to undergraduates, and shall ordinarily be

graduates of institutions not having a chapter of Phi Beta Kappa and the possessors of a superior standing in their undergraduate work.

5. Graduates of the institution of not less than ten years' standing, who, by contributions in the fields of humane sciences and letters or by works of pure literature, have since graduation given clear evidence of the possession of distinguished scholarly capacities,, may be elected to alumni/ae membership. The number elected in any triennium should be strictly limited by the Chapter by-laws.

6. Men and women who are not graduates of the institution, but who, by contributions in the fields of the humane sciences and letters or by works of pure literature, have given clear evidence of the possession of distinguished scholarly capacities, may be elected to honorary membership. No graduate of another institution having a chapter of Phi Beta Kappa shall be so elected unless the consent of that chapter has been obtained. The number elected in any triennium should be strictly limited by the Chapter by-laws.

7. Members of other chapters of Phi Beta Kappa who are, or who become,, members of the faculty or staff of the institution shall thereby become associate members of the Chapter with full privileges in the conduct of its affairs. Other members of Phi Beta Kappa in the vicinity may be invited to any meeting of the Chapter.

8. The Chapter may make further limitations or restrictions concerning any class of members other than associate.

9. Since good character is a qualification for membership, any member found, after being given due notice and an opportunity to be heard, to have lost this qualification may be expelled from Phi Beta Kappa by a four-fifths vote of the members present at a regular annual meeting of the Chapter.

10. A citation of the qualifications of each person elected to alumni/ae or honorary membership shall be entered upon the minutes and submitted for record to the Secretary of the United Chapters. A full report of all members elected, expelled, or recorded as having resigned or died shall be sent annually to the Secretary of tire United Chapter.

IV. This Chapter shall send a delegation to represent it at each meeting of the Council of Phi Beta Kappa and shall contribute its share to the financial support of the United Chapters.

V. This Chapter shall, by suitable by-laws, provide for the election of officers, the selection of members, the conduct of its meetings, and such other matters as may be deemed proper; provided that said by-laws shall contain nothing inconsistent with this Constitution or with the Constitution and By-Laws of the United Chapters, arid provided further that said by-laws and any amendment thereto shall not become effective until approved by the Senate.

VI. This model Constitution may be amended only by the Council of Phi Beta Kappa.

VII. This Chapter is organized and is to be operated exclusively for charitable and educational purposes within the meaning of Internal Revenue Code §501(c)(3) (references herein to the Internal Revenue Code, hereinafter "IRC," include the corresponding sections) of any future United States tax code).

No part of the net earnings of this Chapter shall inure to the benefit of, or be distributable to, its directors, officers, members, trustees, or other private persons, except that the Chapter shall be

authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No substantial part of the activities of the Chapter shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Chapter shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision herein, the Chapter shall not carry on any activities not permitted to be carried on (a) by an organization exempt from federal income tax under IRC §501(c)(3), or (b) by an organization, contributions to which are deductible under IRC §§170(c)(2), 2055(a)(2), or 2522(a)(2).

Upon the dissolution of this Chapter, after paying or making provision for the payment of all of the lawful debts and liabilities of the Chapter, the assets shall be distributed to one or more of the following categories of recipients, as the Chapter shall determine:

1. A nonprofit organization or organizations which may have been created to succeed the Chapter, as long as such organization or each such organization shall qualify as an organization described in §501(c)(3); and/or
2. The Phi Beta Kappa Society, provided that it shall qualify at the time of distribution as an organization described in IRC §501(c)(3); and/or
3. A nonprofit organization or organizations having similar aims and objectives as the Chapter and which may be selected as an appropriate recipient of such assets, as long as such organization or each such organization shall qualify as an organization described in IRC §501(c)(3); and/or
4. The Federal government, or to a State or local government, but only if such assets will be used for a public purpose.

Amended March 5, 2003

BY-LAWS
Zeta of Iowa Chapter of Phi Beta Kappa
at Iowa State University
Adopted October 1 , 1973
Amended May 17, 1976; May 9, 1985; and May 9, 1986, August 31, 2010

Article I. Statement of Principles

Section 1. The Zeta of Iowa Chapter of Phi Beta Kappa does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability or status as a U.S. Veteran.

Section 2. Phi Beta Kappa will abide by Iowa State University rules and regulations, state and federal laws.

Article II. Officers and Organization

Section 1. The membership of the chapter includes:

- a. Charter Members: the Phi Beta Kappa members of the faculty to whom the charter of the chapter was granted;
- b. Associate Members: members of other chapters who become members of the faculty or staff of Iowa State University;
- c. Members in Course: all members of the chapter elected as undergraduates or as graduate students;
- d. Alumni/ae Members: graduates of Iowa State University elected in recognition of scholarly achievement after graduation;
- e. Honorary Members: non--graduates of Iowa State University chosen on the same basis as alumni/ae members.

Section 2. Resident members of the chapter shall include charter members, associate members, and members in course who are on campus. Other members of the chapter shall have full membership privileges, except the privilege of voting on candidates for elections to membership and on amendments to these by-laws.

Section 3. The officers of the chapter shall be a President, a Vice-President, a Secretary, a Treasurer, and a Historian. Officers shall be elected by majority vote at the annual meeting. The President and Vice-President shall be ineligible for election to more than two consecutive terms in the same office.

Section 4. The Executive Committee shall be composed of the retiring President, the elected officers, and one additional member appointed by the President. The appointed member may be an undergraduate or graduate student member of the chapter. The Executive Committee shall have authority to conduct the affairs of the chapter between meetings, subject to instruction from the chapter and save as otherwise specifically provided in these by-laws.

Section 5. The Committee on Members in Course shall be composed of five faculty members of the chapter appointed for two year terms, the Secretary of the chapter, and technical consultants (as necessary). Two or three members shall be appointed by the President each year. Membership can the Committee shall be limited to faculty members giving instruction in liberal studies as defined in the chapter Constitution, chosen to represent the five academic areas within the College of Sciences and Humanities.

Section 6. A Committee on Alumni/ae and Honorary Members may be appointed by the President and on a timely request from a member shall be appointed. This committee shall be responsible for considering persons proposed for election to alumni/ae and honorary membership. The committee shall consist of five members, representing the five academic areas within the College of Sciences and Humanities.

Section 7. The retiring President shall appoint annually a Nominating Committee which shall present to all resident members at least one week before the annual meeting nominations for elective offices for the ensuing year. Other nominations may be made from the floor.

Section 8. The Vice-President shall serve on the Executive Committee and will be promoted to President in the next year.

Section 9. The Treasurer will process all dues and donations to the Chapter and deposit them in appropriate accounts as defined below; maintain up-to-date records of receipts and expenses; and provide periodic reports of Chapter finances to the members. An Auditing Committee shall be appointed annually by this President to review the accounts of the Treasurer and submit a report for the following annual meeting.

Section 10. The Historian will record and maintain information pertinent to the history of the Chapter and will brief new members about the Society and the Chapter.

Section 11. The Chapter Secretary shall provide members minutes and reports of all Chapter business, will handle correspondence with the Society, and will serve as Adviser in official interactions with the ISU Campus Organizations Office.

Section 12. Special committees shall be appointed by the President or the Executive Committee.

Section 13. At the discretion of the President or the Executive Committee, student members may be appointed to officer positions for special committees including projects with the Honors Program, Visiting Speakers, Faculty Lunches, and other student programs. Student officers must meet the Iowa State requirements for club officers, which are:

- (a) Have a minimum cumulative grade point average (GPA) of 2.0 in the semester immediately prior to the appointment; and continue to maintain that GPA during the term of office.
- (b) Be in good standing with the university and be enrolled at least half time (six or more credit hours) during their term of office.
- (c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

Section 14. Officers or advisers may be removed from office by majority vote of the Executive Committee. Grounds for removal include failure to perform duties as listed in the Constitution or By-Laws or inability to fulfill responsibilities due to health or disability. The President will name a replacement who will fill out the term of office.

Article III. Meetings

Section 1. Arrangements for the annual meeting and for regular meetings shall be made by the Executive Committee. At the annual meeting, the normal order of business shall be as follow:

1. Call to order
2. Reading of the minutes of the preceding annual meeting and of intervening business meetings
3. Report of the Executive Committee
4. Report of the Treasurer
5. Report of other committees
6. Unfinished Business
7. Consideration of communications from the United Chapters
8. New Business
9. Election of officers
10. Adjournment

Section 2. Special meetings may be called by the President or the Executive Committee, and shall be called upon written request by four members. At the special meeting no business shall be transacted other than that stated in the notice of the meeting.

Section 3. Written notice of meeting shall be sent by the Secretary to all resident members of the chapter at least one week in advance of the meeting. The notice shall state the purpose of the meeting and the business to be considered.

Section 4. A quorum at meetings shall consist of ten resident members.

Section 5. Any vote shall be by secret ballot if requested by one or more of the members present.

Section 6. Local resident members of other chapters who do not qualify for Associate Membership as defined in Article 1, Section 1, of these by-laws may be invited to any meeting, but they shall not participate in the transaction of business.

Article IV. Election and Admission of New Members.

Section 1. Members in course shall be elected primarily on the basis of broad cultural interests, scholarly achievement, and good character. Juniors and seniors who are enrolled in the College of Sciences and Humanities and are candidates for the liberal bachelor's degree shall be eligible for consideration, if their undergraduate record fulfills the following minimum requirement.

- a. The candidate shall be majoring in liberal subjects and studies and be taking a degree program expected to include not less than 93 semester credits of liberal work among the 124.5 credits required for the liberal bachelor's degree;
- b. The candidate shall have completed at least 40 semester credits in residence at Iowa State University and be fully registered for the fourth semester;
- c. For election as a junior, the candidate shall have completed at least 75 credits of college work. The caliber of his or her work should be of exceptional distinction, including, for all graded work, a quality point ratio of at least 3.75, where the grade "A" carries four quality points, the grade "B" three quality points, the grade "C" two quality points, and the grade "D" one quality point. The minimum quality point ratio for election as a senior shall be 3.50.
- d. Grades earned in applied or professional work shall not be counted in computing the quality point ratio for purposes of eligibility. Applied and professional work shall be understood to include all training intended to develop skill or vocational techniques in such fields as business administration, education, engineering, home economics, journalism, library science, military and air science, physical education, radio, secretarial science. Speech, and applied art and music;
- e. Weight shall be given to the breadth of the program of each candidate as shown by the number and variety of courses taken outside his or her major. Weight shall also be given to balance and proportion in the candidate's degree program as a whole.
- f. Candidates shall have demonstrated a knowledge of mathematics and of a foreign language at least minimally appropriate for liberal education.

Section 2. Students electing a combined curriculum in such fields as law, medicine, dentistry, or engineering may be considered if, before transferring to professional school:

- a. they complete at least the same number of credits in liberal work as are required for candidates in Section III, 1 a;
- b. they have completed at least half the requirements for a liberal major; and
- c. they meet all of the other conditions stated in Section III, 1 b-f .

Section 3. Subject to other provisions of the chapter Constitution and these by-laws, students who complete their college course at the end of the summer session and become eligible at that time may be considered with the eligible group of the next academic year.

Section 4. The number of undergraduates elected from any class, including those who may be elected as juniors, shall ordinarily not exceed ten percent, and in no case shall exceed fifteen percent, of the undergraduates expected to receive the liberal bachelor's degree in that class. A maximum of one--fifth of the members elected from any class may be elected on the basis of junior standing.

Section 5. Election to membership in Phi Beta Kappa is wholly within the discretion of the members of this chapter, subject only to the limitations imposed by the Constitution and by-laws of the chapter, and no right to election shall adhere to any student solely by reason of fulfillment of the minimum quality point ratio for election to membership in course.

Section 6. Graduate students shall be elected to membership in course only in strict accord with the provisions of the chapter Constitution. The number of graduate students elected in any year shall ordinarily be limited to a maximum of five percent of the candidates for doctor's degrees in liberal fields.

Section 7. Nominations for membership in course shall be made by the Committee on Members in Course. Election shall be by secret ballot and shall require an affirmative vote by three-fourths of the resident members present. Candidates may also be nominated from the floor; but in such cases an affirmative vote by four-fifths of the resident members present shall be required for election. Elections shall continue until ended by the passage of a motion from the floor or until a quota, determined in advance of the balloting, has been reached.

Section 8. Nominations for election to alumni/ae membership shall be referred to the Committee on Alumni/ae and Honorary Members. No nomination for alumni/ae membership shall be brought before the chapter for action unless favorably reported by the committee. The committee shall be guided by the criteria defined in Article III, Sections 5 and 6 of the chapter Constitution, and committee recommendations shall include a written statement of the qualifications of each nominee. Election shall be by secret ballot; three negative votes shall serve to reject. No more than two alumni members may be elected in any year, nor more than four in any triennium.

Section 9. Procedures for the nomination and election of honorary members shall be the same as for alumni/ae members. A statement of the qualifications of each candidate elected to honorary membership shall be sent to the Secretary of the United Chapters, as provided in Article III, Section 10, of the chapter Constitution. No graduate of another institution having a chapter of Phi Beta Kappa shall be recommended for election unless the parent chapter has been notified and has raised no objection within a two-month period. A substantial explanation should accompany any negative response from the parent chapter. No more than two honorary members may be elected in any triennium.

Section 10. Provision shall normally be made for initiating new members in course. In its discretion, the Executive Committee may waive the initiation of an alumnus/a or honorary member.

Section 11. Since good character is a qualification for membership, any member of the chapter found, after being given due notice and an opportunity to be heard, to have lost this qualification may be expelled from Phi Beta Kappa by a four-fifths vote of the resident members present at the annual meeting. The name of any member so expelled shall be reported to the Secretary of the United Chapters, with statement of the grounds for the action.

Article V. Fees

Section 1. The initiation fee for members in course and for alumni/ae members shall be determined by the Executive Committee. It shall cover, as a minimum, the registration and Council Fund payments to the United Chapters. The chapter shall be responsible for registration and Council Fund payments for honorary members, who shall pay no initiation fee.

Section 2. Payment of the initiation fee shall be regarded as formal acceptance of election and shall be made before initiation.

Section 3. Members in course and alumni/ae members shall be expected to purchase a key and requested to take out an initial subscription to The American Scholar at the special introductory rate for new members.

Section 4. Members of the chapter shall be assessed voluntary annual dues as set by the Executive Committee. All monies collected from voluntary dues and contributions shall be deposited and disbursed through a bank account established for this organization at the ISU Campus Organizations Accounting Office; the ISU Foundation; or the College of Liberal Arts and Sciences. All funds must be deposited within 24 hours after collection. The Adviser must approve and sign each expenditure before payment.

Section 5. Special assessments may be levied against resident members by majority vote of the members present at any meeting, provided that written notice of the intention to propose such an assessment is given in the announcement of the meeting.

Section 6. Registration and Council Fund payments shall be forwarded by the Secretary to the Treasurer of the United Chapters in accordance with Article IV of the By-Laws of the United Chapters.

Article VI. Amendments

Amendments to these by-laws, not inconsistent with the Constitution and other lawful regulations of the United Chapters, may be adopted by a two-thirds vote of the resident members present at any regular meeting, either upon motion presented and tabled at the preceding regular or special meeting, or upon condition that written notice of the proposed changes has been sent to all resident members at least three weeks in advance of the meeting. All amendments shall be subject to the approval of the Senate of the United Chapters.