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**Kappa Delta Pi, International Honor Society in Education
Bylaws for Xi Alpha Chapter
The University of Texas at Arlington**

Article I – The Chapter

Section 1 Name

The designation for The University of Texas at Arlington (UT Arlington) Chapter of Kappa Delta Pi is the Xi Alpha Chapter.

Section 2 Purpose

The purpose of the Xi Alpha Chapter of Kappa Delta Pi shall be to promote excellence in and recognition of outstanding contributions to education. Kappa Delta Pi shall endeavor to maintain a high degree of professional fellowship among its members, to quicken professional growth, and to honor achievement in educational work. To these ends, it shall invite to membership persons who exhibit commendable professional qualities, worth educational ideals, and sound scholarship, without regard to race, age, ethnicity, religion, gender or sexual identity, or disability.

Section 3 Chapter Year

The chapter year shall begin on July 1 and end on June 30.

Section 4 Authority

In all matters of organization and procedures, the Constitution, Bylaws, and Rituals of the International Society of Kappa Delta Pi shall have precedence and should be consulted.

Article II – Membership

Section 1. Qualifications

Membership in the Xi Alpha Chapter is open to undergraduate students, graduate students, faculty members, and other professional educators affiliated The University of Texas at Arlington. Invitation to membership in an active chapter at an institution shall be dependent upon fulfillment of the following qualifications without regard to race, age, ethnicity, religion, gender or sexual identity, or disability.

1.1 General qualifications

Membership in the Xi Alpha Chapter is open to undergraduate students, graduate students, faculty members, and other professional educators.

- 1.11 Demonstration of worthy educational ideals.
- 1.12 Expression of the intention to continue in the field of education (except for honorary membership).
- 1.13 Manifestation of desirable professional qualities.
- 1.14 Evidence of leadership attributes.
- 1.15 Exemplify commitment to equity.

1.2 Undergraduate Students

When seeking membership as an undergraduate student, a candidate must:

- 1.21 be unconditionally admitted to the College of Education at UT Arlington, with at 45 semester hours earned by the end of the term prior to the time of initiation.
- 1.23 have a GPA of 3.3 or higher in the last 45 semester hours.
- 1.24 exemplify worthy educational ideals.
- 1.25 express an intention of continuing in the field of education.
- 1.26 give evidence of leadership abilities.

1.3 Graduate Students

When seeking membership as a graduate student, a candidate must:

- 1.31 have full graduate standing at UT Arlington.
- 1.32 have a cumulative GPA of 3.4 or higher for all graduate coursework completed.
- 1.33 exemplify worthy educational ideals.
- 1.34 express an intention of continuing in the field of education.
- 1.35 give evidence of leadership abilities.
- 1.36 have completed nine (9) or more semester hours of graduate Education coursework at UT Arlington.

1.4 Faculty and Educational Support Staff

The number of faculty/staff initiated at any one initiation ceremony shall not exceed the number of other initiates. When seeking membership as a faculty or staff member, a candidate must:

- 1.41 have faculty/staff status at UT Arlington.
- 1.42 actively support the Chapter by participating in Chapter activities, speaking at meetings, conducting workshops, or serving as Chapter Counselor or Associate Counselor.

1.5 Professional Members

Qualifications and limitations include:

- 1.51 meet qualifications for graduate students listed in 1.3; or
- 1.52 hold a Master's or other advanced degree; or
- 1.53 obtain two letters of recommendation from two supervising administrators or provide evidence of a distinguished performance record consistent with the ideals of Kappa Delta Pi.

Section 2. Chapter Membership

2.1 Local Chapter Requirements

The Xi Alpha Chapter may increase requirements for eligibility for membership above what is required by the international Society bylaws if, and only if, specified in the bylaws.

2.2 Active Chapter Membership

A person who has become a member of Kappa Delta Pi can always be an active member of the Xi Alpha chapter and the Society as long as Society and local chapter dues are paid. A member may not pay chapter dues only. An active life member of the Society is an active chapter member as long as local chapter dues are paid. All Xi Alpha members are required to actively participate in the organization.

- 2.21 All members must have a minimum of 3 participation points to be eligible to purchase KDP honor cords for graduation.
- 2.22 A student may join KDP during their graduating semester; however, that member is still required to earn at least 3

participation points before graduation to be eligible to purchase his/her cords.

2.3 Transfer of Membership between Chapters

An active member of the Society may transfer membership from one chapter to another with appropriate notification to the Society Headquarters. Multiple chapter memberships are permissible.

2.4 Initiation & Post-Initiation Incentive Program

All candidates for chapter membership shall be duly initiated using the official Society ritual. The Xi Alpha Chapter has a points system which rewards members for high attendance and participation. Members who earn ten (10) points before graduation will be awarded free Kappa Delta Pi honor cords.

Possible points which can be earned will be announced prior to all meetings and activities. Points are earned as follows:

- 2.41 One (1) point for each member meeting, including Initiation.
- 2.42 One (1) to three (3) points for each fundraiser, activity, or other event.
- 2.43 One (1) point for serving as an elected officer.

2.5 Involuntary Suspension of Individual Members

A member may be suspended for cause. A two-thirds (2/3) vote of the chapter executive committee is required for suspension of chapter membership, and a two-thirds (2/3) vote of the Executive council is required for suspension of Society membership.

Article III – Finances

Section 1. Responsibility

The Chapter Treasurer—with the assistance of the Counselor—shall keep accurate records of the assets and the liabilities of the Chapter and shall receive and expend Chapter monies as the Executive Committee directs.

Section 2. Local Dues

Annual dues for the Xi Alpha Chapter shall be determined by a majority vote of active members present at a regular Chapter meeting and submitted to Headquarters on the Annual Report. Annual local dues are not to exceed annual Society dues. The Xi Alpha Chapter dues are in the amount of \$11.

Article IV – Initiation

All candidates for membership in the Xi Alpha Chapter shall be initiated according to the prescribed Society ritual. Members initiated previously by another chapter of the Society may be formally received into the Xi Alpha Chapter according to the official Society reaffirmation ritual. The Chapter, when applicable, shall remit to the Society Headquarters required information for each initiate—along with required fees—within two weeks of initiation.

Article V – Chapter Officers

Officers of this Chapter shall consist of the following: President, Vice President, Secretary, Treasurer, and Membership Chair. Additional officers, including Historian and Educational Foundation Representative, may be elected at the discretion of the Executive Committee.

Section 1. Qualifications

Officers must be active members of the Chapter at UT Arlington and the Society.

Section 2. Election

Officers shall be elected and installed a minimum of once each academic year and be reported to Headquarters no later than two weeks after elections are completed. Chapter officers for the ensuing term shall be elected during any regular meeting of the chapter, through a ballot sent to all active members, or through a combination of both methods. A majority vote of active members participating in the vote shall be required for election.

Section 3. Vacancies

Should a chapter office become vacant because of resignation, neglect of duty, or other causes, the Counselor and/or President may call a special meeting for the purpose of filling the vacancy. The procedure for filling the vacancy shall be the prerogative of the chapter and will be described in these bylaws.

Article VI – Chapter Counselor(s)

Each Chapter must have a minimum of one Counselor with the possibility of adding any additional Co-Counselors or Associate Counselors as needed.

Section 1. Qualifications

The Chapter Counselor must be a member of the university faculty or staff, and an active of the chapter.

Section 2. Selection of Counselor and Associate Counselor(s)

The Counselor and Associate Counselor shall be appointed by the College of Education Dean. There is no limit to the length of time a counselor may serve. The Executive Committee of the Chapter shall determine whether or not there shall be an Associate Counselor.

Section 3. Notification of Counselor Appointment or Change

The name of the Counselor shall be forwarded to the Chapter Services Department at Society Headquarters within two weeks of appointment or change. A certificate confirming the appointment shall be forwarded to the new Counselor.

Section 4. Removal of Counselor from Office

The Executive Council may—with cause—declare the office of Chapter Counselor vacant. Should this happen, representatives from the Society will work with the institution to appoint a replacement.

Article VII – Committees

Section 1. Executive Committee

The officers of the Chapter, the Chapter Counselor, and the Chapter Associate Counselor(s) shall constitute the Executive Committee. It shall be the duty of the Executive Committee to direct the activities of the Chapter, to act in cases of emergency between regular Chapter meetings, and to ensure the timely completion of all required reports. The Executive Committee may call meetings of the Chapter, other than the regular meetings, for the purpose of discussing or acting upon Chapter business. The Executive Committee shall conduct initiations, or appoint a delegate with said authority.

Section 2. Standing Committees

The following committees shall be appointed annually and led by members of the aforementioned Executive Committee:

2.1 Membership Committee

The Membership Chair shall chair the Membership Committee. This committee shall have the responsibility of collecting the names of persons eligible for membership. It shall validate and rule on all qualifications for membership for each such person. The Membership Committee shall then present this information to the Executive Committee. The Chapter Counselor shall serve as a regular, voting member of this committee.

2.2 Program Committee

The Vice President shall direct the Program Committee. It shall be the duty of this committee to prepare programs for each meeting of the Chapter, and such meetings and Chapter-sponsored events as the Executive Committee may designate.

2.3 Fundraising Committee

The Fundraising Committee shall be responsible for planning fundraising projects for the chapter and/or for external organizations the missions of which are consistent with Kappa Delta Pi. This committee is also responsible for coordinating donations/gifts to Kappa Delta Pi as a part of the Chapter Challenge.

Article VIII – Active Chapters

Section 1. Meetings and Quorum

The Xi Alpha Chapter shall hold at least two meetings during the Society year. At least one meeting shall include an initiation of new members. A quorum shall be declared when at least three (3) members of the Executive Committee and five (5) other active Chapter members are present.

Section 2. Chapter Online Presence

The Chapter Online Presence shall:

- 2.1 Support the ideals, mission, and goals of the Society.
- 2.2 Not conflict in any way with the Constitution and Bylaws of the Society.
- 2.3 Contain the following disclaimer:

The opinions and comments expressed via this electronic forum do not necessarily reflect the views of Kappa Delta Pi, International Honor Society in Education.

Section 3. Dissolution of Chapter

The process for elective dissolution of a chapter can be found in the Society bylaws (Article V, Section 9. Dissolution of Chapter).

Article IX – Amendments

The Bylaws of the Xi Alpha Chapter may be amended at any regular meeting of the Chapter by a 2/3 vote of active members present, provided that a copy of the proposed amendment(s) has been sent to all active Chapter members at least ten (10) days prior to the meeting.

The following signatures certify that these bylaws have been adopted for use by the Xi Alpha Chapter.

Chapter Counselor *Leana L. Little* Date *2-6-15*
 Chapter President *Kayleigh Wood* Date *3-3-15*
 Society Headquarters Approval *Karen Delawster* Date *3/12/2015*

