

KAPPA DELTA PI

Constitution & Bylaws

Revised November 2011

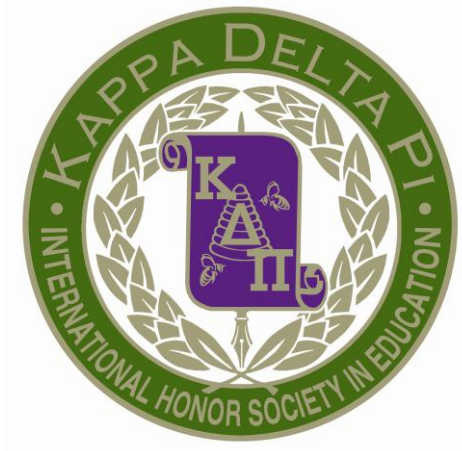


TABLE OF CONTENTS

KAPPA DELTA PI CONSTITUTION

ARTICLE I. THE SOCIETY	1
SECTION 1. NAME AND HISTORY	1
SECTION 2. PURPOSE.....	1
SECTION 3. PRIVATE INUREMENT AND PROPAGANDA	1
SECTION 4. ORGANIZATIONAL UNITS AND MEMBERS.....	1
SECTION 5. GOVERNANCE	1
ARTICLE II. CHAPTERS	2
SECTION 1. CHAPTER ESTABLISHMENT	2
SECTION 2. THE LAUREATE CHAPTER	2
SECTION 3. THE ELEANOR ROOSEVELT CHAPTER.....	2
SECTION 4. AFFILIATE CHAPTERS.....	2
ARTICLE III. OFFICERS.....	2
SECTION 1. EXECUTIVE COUNCIL	2
SECTION 2. LENGTH OF SERVICE.....	2
SECTION 3. VACANCIES.....	2
SECTION 4. LIMITED LIABILITY AND INDEMNIFICATION.....	2
ARTICLE IV. COMMITTEES AND BOARDS.....	3
SECTION 1. APPOINTMENT AND ESTABLISHMENT.....	3
SECTION 2. COMPOSITION.....	3
ARTICLE V. SOCIETY MEETINGS	3
SECTION 1. TIME AND PLACE OF MEETING	3
SECTION 2. VOTING AT CONVOCATION.....	3
SECTION 3. DUTIES.....	3
SECTION 4. QUORUM.....	3
ARTICLE VI. FINANCES	3
SECTION 1. AUTHORITY.....	3
SECTION 2. SOCIETY ANNUAL DUES	3
SECTION 3. ACTIVE LIFE MEMBERSHIP	4
ARTICLE VII. INSIGNIA.....	4
SECTION 1. EMBLEM	4
SECTION 2. SEAL AND OTHER INSIGNIA	4
SECTION 3. HONOR KEY	4
SECTION 4. USE OF INSIGNIA	4
SECTION 5. MOTTO.....	4
SECTION 6. COLORS.....	4
SECTION 7. FLOWER.....	4
ARTICLE VIII. PUBLICATIONS	4
ARTICLE IX. DISSOLUTION.....	4
ARTICLE X. PARLIAMENTARY AUTHORITY.....	4
ARTICLE XI. AMENDMENTS.....	5
SECTION 1. CONSTITUTION	5
SECTION 2. BYLAWS	5

TABLE OF CONTENTS

ARTICLE I. THE SOCIETY	6
SECTION 1. MISSION STATEMENT.....	6
SECTION 2. PURPOSES.....	6
SECTION 3. SOCIETY YEAR.....	6
SECTION 4. BIENNIUM	6
SECTION 5. CATEGORIES OF MEMBERSHIP.....	6
SECTION 6. GOVERNANCE	6
ARTICLE II. OFFICERS OF THE SOCIETY	7
SECTION 1. ELIGIBILITY.....	7
SECTION 2. ELECTIONS.....	7
SECTION 3. INSTALLATION.....	7
SECTION 4. LENGTH OF SERVICE.....	7
SECTION 5. DUTIES.....	7
SECTION 6. IMPEACHMENT.....	8
SECTION 7. EXECUTIVE COUNCIL	8
ARTICLE III. SOCIETY MEETINGS.....	9
SECTION 1. CONVOCATION	9
SECTION 2. REGIONAL CONFERENCES.....	9
ARTICLE IV. COMMITTEES	9
SECTION 1. SERVICE LIMITATION.....	9
SECTION 2. ANNOUNCEMENT OF APPOINTMENTS.....	9
SECTION 3. STANDING COMMITTEES	9
SECTION 4. AD HOC COMMITTEES	10
SECTION 5. STANDING COMMITTEE RESPONSIBILITIES	10
SECTION 6. QUORUM.....	11
ARTICLE V. ACTIVE CHAPTERS.....	11
SECTION 1. ESTABLISHMENT.....	11
SECTION 2. NOMENCLATURE.....	11
SECTION 3. CEREMONY OF REAFFIRMATION.....	11
SECTION 4. ELECTION AND INSTALLATION OF CHAPTER OFFICERS	12
SECTION 5. CHAPTER COUNSELORS.....	13
SECTION 6. CHAPTER COMMITTEES.....	13
SECTION 7. CHAPTER MEETINGS.....	14
SECTION 8. GOOD STANDING, PROBATION, SUSPENSION AND WITHDRAWAL.....	14
SECTION 9. DISSOLUTION OF CHAPTER	14
SECTION 10. QUORUM	15
SECTION 11. LEGAL DOCUMENTS FOR CHAPTER OPERATION.....	15
SECTION 12. CHAPTER REPORT.....	15
SECTION 13. CHAPTER WEB PAGE.....	15
ARTICLE VI. MEMBERSHIP	15
SECTION 1. QUALIFICATIONS.....	15
SECTION 2. CHAPTER MEMBERSHIP.....	16
SECTION 3. INITIATION.....	17
ARTICLE VII. THE LAUREATE CHAPTER.....	17
SECTION 1. ELECTION.....	17
SECTION 2. LIMITATIONS.....	17

TABLE OF CONTENTS

ARTICLE VIII. THE ELEANOR ROOSEVELT CHAPTER.....	17
SECTION 1. ELECTION.....	17
SECTION 2. LIMITATIONS.....	17
ARTICLE IX. AFFILIATE CHAPTERS	17
SECTION 1. SELECTION.....	17
SECTION 2. LIMITATIONS.....	17
ARTICLE X. SOCIETY HEADQUARTERS	18
SECTION 1. SELECTION OF PERSONNEL.....	18
SECTION 2. ELIGIBILITY.....	18
SECTION 3. DUTIES OF THE EXECUTIVE DIRECTOR.....	18
SECTION 4. THE ACADEMIC EDITOR(S).....	18
SECTION 5. EDITORIAL REVIEW PANEL.....	18
SECTION 6. HEADQUARTERS WEB PAGE.....	19
ARTICLE XI. FINANCES	19
SECTION 1. DUES AND FEES.....	19
SECTION 2. EXPENSES.....	19
ARTICLE XII. AMENDMENTS.....	20
SECTION 1. BYLAW AMENDMENT LIMITATIONS.....	20

ARTICLE I. THE SOCIETY

Section 1. Name and History

The name of this Society shall be KAPPA DELTA PI, INTERNATIONAL HONOR SOCIETY IN EDUCATION.

Eager to promote a closer bond between students of Education, and to enter into more intimate fellowship with those dedicated to the cause of teaching as a profession—for which specialized preparation is deemed imperative—the members of the Illinois Education Club, established at the University of Illinois in 1909, resolved to sponsor the founding of a national society with local chapters similar to its own organization. Aiming to foster high standards of preparation for teaching, the Society would invite into its ranks those who had attained excellence of scholarship and distinction of achievement as students and servants of education.

Successful in its endeavor, the Illinois Education Club was organized on March 8, 1911, and incorporated on June 8, 1911, under laws of the State of Illinois, as the Honorary Education Fraternity, Kappa Delta Pi. In 1932, this title was changed to Kappa Delta Pi, An Honor Society in Education. In 1984, the title became Kappa Delta Pi, an International Honor Society in Education. Finally, in 2001, the title was shortened to Kappa Delta Pi, International Honor Society in Education.

Section 2. Purpose

The purpose of Kappa Delta Pi shall be to promote excellence in and recognize 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, worthy educational ideals, and sound scholarship, without regard to race, age, color, religion, gender or sexual identity, or disability.

Section 3. Private Inurement and Propaganda

No part of the net earnings of Kappa Delta Pi shall inure to the benefit of, or be distributed to, its members, officers, or other private persons, except that the Corporation 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 in Article I Section 2.

No substantial part of the activities of Kappa Delta Pi shall be the carrying on of propaganda, and the Society shall not participate 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 of the Constitution, Kappa Delta Pi shall not carry on any activities not permitted to be carried on:

- a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal code,
- b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code or the corresponding section of any future federal tax code, or
- c) by the Illinois General Not For Profit Corporation Act, as amended.

Section 4. Organizational Units and Members

The organizational units of the Society shall be the various chapters (See Article II). These chapters shall be composed of individual members of the Society whose rights and responsibilities are delineated in the Bylaws. Chapters of the Society shall not, in any way, infringe upon the rights and responsibilities of members granted under this Constitution and Bylaws.

Section 5. Governance

The Society fulfills its mission through the work of the Convocation, the Executive Council, the Headquarters Staff, and the work of individual members.

ARTICLE II. CHAPTERS

Section 1. Chapter Establishment

- 1.1 Chapters are established by charters granted by the Executive Council.
- 1.2 Each chapter shall be responsible to the Executive Council and shall adopt a document to govern its affairs that is recognized as a legal document by appropriate legal authorities (e.g., local, state, territory, or other political division, national law). This document shall not conflict with the Constitution and Bylaws of the Society.
- 1.3 An active chapter is one which has not been delinquent, is not suspended, and does not have its charter withdrawn.

Section 2. The Laureate Chapter

The Society shall maintain a Laureate Chapter composed of men and women who have made distinguished contributions to education.

- 2.1 Nominations to the Laureate Chapter may originate in active chapters and in the Laureate Chapter.
- 2.2 Election shall be made by the Executive Council in accordance with directives set forth in Article VII of the Bylaws.

Section 3. The Eleanor Roosevelt Chapter

The Society shall maintain an Eleanor Roosevelt Chapter composed of men and women who have made significant contributions of service to the Society and maintained its ideals.

- 3.1 Nominations to the Eleanor Roosevelt Chapter may originate from any active member.
- 3.2 Election shall be made by the Executive Council in accordance with directives set forth in Article VIII of the Bylaws.

Section 4. Affiliate Chapters

In seeking to broaden its partnership and collaborative efforts within education both nationally and globally, the Society shall establish affiliates that promote excellence in and recognize outstanding contributions to the education profession. Individuals from affiliates may hold membership in the Society and/or in an institutional, alumni, or professional chapter.

ARTICLE III. OFFICERS

Section 1. Executive Council

- 1.1 The members of the Executive Council shall be the President, President-Elect, immediate Past-President, two Vice-Presidents, Laureate Representative, Alumni Representative or Professional Representative, Student Representative, and Member-At-Large. The Executive Director shall serve as an ex-officio member.
- 1.2 The following officers shall be elected during each biennium: President-Elect, two Vice-Presidents, Laureate Representative, Alumni Representative or Professional Representative, Student Representative, and Member-At-Large. The President at the time of the election shall be the immediate Past-President during the following biennium. The person who is President-Elect at the time of the election shall be the President during the following biennium.
- 1.3 It shall be the duty of the Executive Council to direct the general policy of the Society, subject to review, acceptance, or modification by the Convocation; or by written vote of a majority of active chapters during the interim between Convocations.

Section 2. Length of Service

The length of service of all Society officers shall be limited, as set forth in Article II, Section 4, of the Bylaws.

Section 3. Vacancies

The Executive Council shall fill any vacancy in office occurring during the interim between Convocations.

Section 4. Limited Liability and Indemnification

- 4.1 No officer serving without compensation, other than reimbursement for actual expenses, shall be liable, and no cause of action may be brought, for damages resulting from the exercise of judgment or discretion in connection with the duties or responsibilities of such officer unless the act or omission involved willful or wanton conduct.

No officer shall be liable, and no cause of action may be brought, for damages resulting from the exercise of judgment or discretion in connection with the duties or responsibilities of such officer, unless:

- a) such officer earns in excess of \$5,000 per year from his or her duties as officer, other than reimbursement for actual expenses;
or
- b) the act or omission involved willful or wanton conduct.

No person who, without compensation other than reimbursement for actual expenses, renders service to or for Kappa Delta Pi shall be liable, and no cause of action may be brought, for damages resulting from an act or omission in rendering such services, unless the act or omission involved willful or wanton conduct.

- 4.2 Volunteer officers and employees may be indemnified by Kappa Delta Pi to the fullest extent permitted by the General Not for Profit Corporation laws; Kappa Delta Pi may purchase insurance protecting its officers from civil liability occasioned by their conduct in office.

ARTICLE IV. COMMITTEES AND BOARDS

Section 1. Appointment and Establishment

Committees and boards shall be appointed and established as follows:

- 1.1 Appointment to all committees and boards shall be by the President with the advice and consent of the Executive Council.
- 1.2 Committees other than the standing committees shall be established by the Executive Council (See Bylaws Article IV).

Section 2. Composition

Each committee and board shall be composed of active members and be representative of the diversity of the Society.

ARTICLE V. SOCIETY MEETINGS

Section 1. Time and Place of Meeting

A Convocation of the Society shall be held at least once every two years at a time and place determined by the Executive Council. The Executive Council or its appointees may also convene other meetings to further the mission and purpose of the Society.

Section 2. Voting at Convocation

The following persons are eligible (when present) to vote:

- 2.1 Members of the Executive Council.
- 2.2 One delegate from each active chapter.
- 2.3 One delegate, who is an active professional member unaffiliated with a chapter, from each state, territory, or political division.
- 2.4 Chairs of the standing committees of the Society.
- 2.5 Former Presidents of the Society.

Section 3. Duties

Convocation, the legislative body of the Society, shall act upon all business presented to it by the Executive Council, the chapters, and the committees.

Section 4. Quorum

A simple majority of the registered voting membership of the Convocation shall constitute a quorum.

ARTICLE VI. FINANCES

Section 1. Authority

The Society shall be empowered to accept, raise, invest, and expend funds to fulfill its stated mission and purpose including but not limited to dues, grants, certificates of deposit, contractual obligations, and sales of publications and merchandise. An external annual audit shall be conducted and its results reported to the Society.

Section 2. Society Annual Dues

Annual dues must be paid to maintain active membership.

Section 3. Active Life Membership

Active life membership may be purchased by any active member.

ARTICLE VII. INSIGNIA

Section 1. Emblem

The emblem of the Society shall be a key in the form of a scroll pierced by a stylus, upon which scroll are imposed a beehive and the letters KΔΠ. The original design of the emblem shall be in the keeping of the Executive Director, and all emblems worn by members of the Society shall be true copies of the same.

Section 2. Seal and Other Insignia

Original designs of the seal and other official insignia of the Society shall be deposited with the Executive Director. Only authentic copies of these in such size or sizes as shall be authorized by the Executive Council shall be used or recognized by the Society or its members.

Section 3. Honor Key

The Executive Council shall set the minimum requirements for awarding of the Honor Key, which recognizes exceptional service to Kappa Delta Pi. Chapters may nominate persons to the Executive Council for approval to receive the Honor Key.

Section 4. Use of Insignia

The purchase and use of insignia shall be limited to members.

Section 5. Motto

The motto of the Society shall be "Knowledge-Duty-Power."

Section 6. Colors

The colors of the Society shall be jade green and violet.

Section 7. Flower

The official flower of the Society shall be the violet.

ARTICLE VIII. PUBLICATIONS

The Society shall issue such publications as specified in the Bylaws.

ARTICLE IX. DISSOLUTION

On the dissolution of Kappa Delta Pi, International Honor Society in Education, assets shall be distributed as determined by the Executive Council to a similar organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. If not so directed by the Executive Council, then the assets shall be distributed to the federal government, or to a state or local government, for a public educational purpose. Any such assets not so distributed shall be otherwise distributed by a court of competent jurisdiction of the county in which the principal office of Kappa Delta Pi is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE X. PARLIAMENTARY AUTHORITY

Robert's Rules of Order, in its most recent edition, shall govern the Society in all cases in which it is applicable and in which it is not inconsistent with the Constitution and Bylaws.

ARTICLE XI. AMENDMENTS

Section 1. Constitution

The Constitution may be amended by a two-thirds vote of the registered voting membership in attendance at a Convocation, provided that the proposed amendment has been presented in writing to the Constitution and Bylaws Committee no fewer than four (4) months prior to the ensuing Convocation.

Section 2. Bylaws

The Bylaws may be amended as follows:

- 2.1 At any Convocation, amendment may be by a majority vote of the registered voting membership in attendance, provided that the Constitution and Bylaws Committee has reviewed the proposed amendment.
- 2.2 In the interval between Convocations, amendment may be by a majority vote of the active chapters, provided that the amendment has been proposed by an active chapter or the Executive Council and reviewed and endorsed by the Constitution and Bylaws Committee. The proposed amendment shall be submitted to the active chapters with a recommendation from the Executive Council.

ARTICLE I. THE SOCIETY

Section 1. Mission Statement

Kappa Delta Pi is an International Honor Society dedicated to scholarship and excellence in education. The Society as a community of scholars dedicated to worthy ideals:

- a) Recognizes scholarship and excellence in education.
- b) Promotes the development and dissemination of worthy educational ideals and practices.
- c) Enhances the continuous professional growth and leadership of its diverse membership.
- d) Fosters inquiry and reflection on significant educational issues.
- e) Maintains a high degree of professional fellowship.

Section 2. Purposes

Kappa Delta Pi is a nonprofit organization that will be financed under a general plan which may include, without limitation, contributions from the general public, fund-raising activities, loans and grants from third parties, and income from investments, as the Executive Council shall deem necessary and appropriate to further the purposes of the Society.

Kappa Delta Pi is organized to recognize scholarship and excellence in education and as such qualifies as an exempt organization under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 3. Society Year

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

Section 4. Biennium

The Biennium shall consist of two (2) Society years, commencing on July 1 of an even-numbered year and ending on June 30 of the following even-numbered year.

Section 5. Categories of Membership

The Society recognizes several categories of members: chapter, laureate, professional, and honorary. Only members who pay dues as required under Article X of the Bylaws are considered active members. Active members and laureates are entitled to full Society benefits, including the right to register opinions, vote in Society affairs, and run for offices for which they are otherwise qualified.

Section 6. Governance

6.1 Governance

The Society fulfills its mission through the work of the Convocation, the Executive Council, the Headquarters Staff, and the work of individual members.

6.2 Order of Governance

The Society establishes the following leadership responsibilities for key areas of Society work in descending priority among the Convocation, the Executive Council, and the Headquarters Staff:

- a) Policy Arena: Convocation, Executive Council, Headquarters Staff
- b) Fiduciary Arena: Executive Council, Headquarters Staff, Convocation
- c) Management Arena: Headquarters Staff, Executive Council, Convocation

6.3 Affiliates

In seeking to broaden its partnership and collaborative efforts within education both nationally and globally, the Society shall establish affiliates that promote excellence in and recognize outstanding contributions to the education profession. Individuals from affiliates may hold membership in the Society and/or in an institutional, alumni, or professional chapter.

ARTICLE II. OFFICERS OF THE SOCIETY

Section 1. Eligibility

Eligibility for election as an officer of the Society shall be as follows:

- 1.1 General qualification. Only active members of the Society shall be eligible for election, with the exception of the Laureate Representative (See Article II Section 1.21).
- 1.2 Specific qualifications:

When calculating years of membership, the current membership year shall be included.

 - 1.21 The Laureate Representative, at the time of nomination, shall be a member of the Laureate Chapter.
 - 1.22 The President-Elect, at the time of nomination, shall have been:
 - 1.221 an active member of the Society for at least the previous five (5) years, and
 - 1.222 a member of an active chapter, and
 - 1.223 a widely recognized model of leadership within the profession and service to the Society.
 - 1.23 The Vice-Presidents and the Alumni Representative or Professional Representative, at the time of nomination, shall have been active members of the Society for at least the previous five (5) years and a model of leadership within the profession and service to the Society.
 - 1.231 The Alumni Representative or Professional Representative shall be an educator and/or an administrator in a PreK–12 setting.
 - 1.24 The Student Representative, at the time of nomination, shall:
 - 1.241 be an active member of an institutional chapter.
 - 1.242 be enrolled in an accredited college or university, having earned the equivalent of at least twelve (12) semester hours from such an institution during the twelve (12) months prior to the election.
 - 1.243 have been a chapter officer for at least three (3) months.
 - 1.25 The Member-At-Large at the time of nomination shall have been an active member for at least the previous three (3) years and exhibited leadership within the profession and service to the Society.
- 1.3 Honorary members are not eligible for election to the Executive Council.

Section 2. Elections

All active members of the Society are eligible to vote under procedures developed by the Executive Council in consultation with the Nominations Committee. An independent tool shall be utilized to receive and count all ballots. The candidate who receives the majority of votes cast for an elective office shall be elected. The Nominations Committee will receive final voting results which will remain confidential. Elected officers will be announced to the membership.

Section 3. Installation

The elected officers shall be installed during the first Executive Council meeting of the biennium and recognized during the Convocation.

Section 4. Length of Service

Length of service for Society officers shall be limited.

- 4.1 Persons elected to the office of President-Elect may serve in that office, the office of President, and the office of Past-President for only one (1) biennium for each office. However, the President-Elect may serve the unexpired term of the President then in office, should such a vacancy occur, and the full term of the following biennium as President.
- 4.2 Service in the remaining offices shall not exceed one (1) biennium in any one office.
- 4.3 Persons for the remaining offices who previously have served on the Executive Council for two biennia shall be ineligible for further election except for the position of President-Elect.

Section 5. Duties

The duties of the Officers shall be as follows:

- 5.1 The President shall be the chief executive officer of the Society and shall:
 - 5.11 Preside over meetings of the Executive Council and the Convocation.
 - 5.12 Appoint committee members subject to the advice and consent of the Executive Council.

- 5.13 Arrange, in conjunction with the Executive Director, for the installation of new chapters.
- 5.2 The President-Elect shall:
 - 5.21 Preside in the absence of the President.
 - 5.22 In case of a vacancy in the President's office, perform the duties of that office.
 - 5.23 Prepare for the presidency.
 - 5.24 Carry out such other duties as may be assigned by the President subject to appeal to the Executive Council.
- 5.3 The Past-President shall advise the President and the Executive Council.
- 5.4 The Laureate Representative shall act as liaison officer, serving both the Laureate Chapter and the Executive Council, and shall serve in an advisory capacity to committees on research studies and research awards.
- 5.5 The two Vice-Presidents, the Student Representative, the Alumni Representative or Professional Representative, and the Member-At-Large shall assume appropriate responsibilities assigned by the Executive Council, which may include but not be limited to:
 - 5.51 Serving as liaison with Society committees and various constituencies of the Society.
 - 5.52 Assisting with the installation of new chapters.
 - 5.53 Assisting with policy development.
 - 5.54 Representing the Society at official functions.
 - 5.55 Presenting suggestions and recommendations for the development and improvement of the Society to the Executive Council.
- 5.6 Should the President-Elect be unable to fill an unexpired term of the President, the Executive Council, acting as a committee of the whole, shall choose a President pro tem from among themselves.

Section 6. Impeachment

Impeachment of an Executive Council officer of the Society shall be for cause.

- 6.1 Impeachment shall occur when a petition calling for such is signed by a majority of:
 - 6.11 The registered voting membership of the Convocation, or
 - 6.12 The members of the Executive Council, or
 - 6.13 The counselors of active chapters.
- 6.2 After a hearing conducted according to Executive Council policy, impeachment shall be sustained only if there is at least a two-thirds (2/3) favorable vote of one of the groups not initiating the proceedings, except that the registered voting membership at a Convocation may both impeach and reject or sustain.
- 6.3 In the event that the counselors of the active chapters are to be asked to sustain or reject the impeachment:
 - 6.31 The remaining members of the Executive Council shall determine the voting procedure, and
 - 6.32 Counselors shall confer with other leadership in the chapter prior to voting.
- 6.4 If sustained, the impeached officer is removed from office and shall cease to be an officer of the Society, and shall be barred from holding future offices within the Society or its chapters.

Section 7. Executive Council

- 7.1 The duties of the Executive Council shall include, but not be limited to:
 - 7.101 Setting standards for the establishment of chapters.
 - 7.102 Reviewing applications for chapters.
 - 7.103 Granting charters.
 - 7.104 Advising and consenting to committee and editorial board appointments.
 - 7.105 Providing uniform rituals.
 - 7.106 Approving Honor Key nominations.
 - 7.107 Acting in all cases of emergency where questions of policy or procedure need to be decided between sessions of the Convocation.
 - 7.108 Authorizing employment of secretarial help for its officers as may be necessary.
 - 7.109 Authorizing purchases of supplies and equipment as may be necessary.
 - 7.110 Reporting its official acts to the Convocation.
 - 7.111 Supervising and safeguarding funds of the Society.
 - 7.112 Selecting auditors for the Society.
 - 7.113 Providing for the investment of the Society's permanent funds or delegating any of said duties with respect to Society funds to the Executive Director.
 - 7.114 Approving the budget submitted by the Budget Committee.

- 7.115 Acting as a clearinghouse for the problems of chapters of the Society.
 - 7.116 Assigning appropriate responsibilities to the officers.
 - 7.117 Being responsible for the oversight of all publications.
 - 7.118 Electing the Laureate Chapter members.
 - 7.119 Authorizing Regional Conferences.
 - 7.120 Authorizing the establishment of ad hoc committees.
 - 7.121 Transacting such other business as pertains to the welfare of the Society.
 - 7.122 Appointing an Executive Director.
 - 7.123 Approving changes to the annual dues structure.
- 7.2 The Executive Council shall hold at least two meetings each Society year.
- 7.3 Quorum
A majority of the Executive Council constitutes a quorum for the transaction of business at any meeting of the Council. Actions voted on at a meeting where a quorum is present shall constitute authorized actions of the Council.

ARTICLE III. SOCIETY MEETINGS

Section 1. Convocation

- 1.1 The Executive Director shall notify each chapter of the time and place of the Convocation. Each active chapter shall appoint one voting delegate and may appoint one or more nonvoting delegates who may serve as alternates. Active professional members, who are not associated with a collegiate or professional chapter, may appoint one active professional member within their state, territory, or other political division to serve as a professional delegate from that state, territory, or other political division at the business meeting at Convocation. All delegates and alternates must be active members of the Society. The selection of a state, territory, or other political division delegate is to take place no later than ninety (90) days prior to the opening of Convocation. Voting by proxy is not permitted.
- 1.2 Travel Reimbursement to any chapter for attendance at Convocation shall be determined by the Executive Council.
- 1.3 Written notice of time, place, purposes, and agenda of a Convocation shall be given not less than five (5) days nor more than sixty (60) days before the date of the meeting. Notice shall be given either personally or by mail to each chapter of the record entitled to vote at the meeting.
- 1.4 The deliberations of the Convocation shall be recorded via arrangements made by the Executive Director. A summary of the proceedings shall be published as soon as possible following the Convocation.

Section 2. Regional Conferences

Other Society meetings may be held to further the mission and purposes of the Society.

ARTICLE IV. COMMITTEES

Section 1. Service Limitation

- 1.1 The period of appointment of each committee member is four years except to fill a position to complete a term of appointment when a member is no longer able to serve.
- 1.2 The President in office on July 1 of a Society year shall make all appointments for terms of office beginning in that Society year.
- 1.3 Officers of the Society shall be ineligible for appointment to standing committees of the Society. Upon assuming office as an officer of the Society, any member seated on a standing committee shall no longer continue to hold a standing committee appointment.

Section 2. Announcement of Appointments

A list of the chairs and members of standing committees shall be made available to the membership.

Section 3. Standing Committees

- 3.1 The Standing Committees of the Society shall be:

- 3.11 Budget
- 3.12 Chapter Services
- 3.13 Communications
- 3.14 Constitution and Bylaws
- 3.15 Membership
- 3.16 Leadership Development and Nominations
- 3.17 International
- 3.2 Each standing committee shall have at least five (5) voting members serving staggered terms to ensure continuity across biennia.

Section 4. Ad Hoc Committees

Each ad hoc committee shall be established by the Executive Council and shall be discharged by the President upon completion of its task or at the end of the biennium. Each ad hoc committee shall have no fewer than three (3) members.

Section 5. Standing Committee Responsibilities

Each standing committee shall make an annual written report to the Executive Council and a biennial written report to members at Convocation.

- 5.1 Budget Committee
 - 5.11 The Budget Committee shall:
 - 5.111 Review the budget and the latest audit.
 - 5.112 Make budget, dues, and fees recommendations to the Executive Council.
 - 5.113 Prepare the budget, in conjunction with the Executive Director, for review and approval by the Executive Council.
 - 5.12 Reporting. The committee shall report to the Executive Council.
- 5.2 Chapter Services Committee
 - 5.21 The Chapter Services Committee shall:
 - 5.211 Assist in the implementation of policies and procedures related to providing services to local chapters and members.
 - 5.212 Assist in the development of new chapters and the enhancement of current chapter activities.
 - 5.22 Reporting. This committee shall report to the Executive Council.
- 5.3 Communications Committee
 - 5.31 The Communication Committee shall:
 - 5.311 Review the print and electronic materials of the Society.
 - 5.312 Regularly analyze the publications and information needs of the membership regarding communications.
 - 5.313 Establish a Web Site Committee as a standing subcommittee.
 - 5.32 Reporting. This committee shall report to the Executive Council.
- 5.4 Constitution and Bylaws Committee
 - 5.41 The Constitution and Bylaws Committee shall:
 - 5.411 Study written proposals for amending the Constitution and Bylaws.
 - 5.412 Prepare a report of recommendations preceding the Convocation.
 - 5.413 Present the report to the Convocation for action.
 - 5.42 Reporting. The committee shall report to the Executive Council.
- 5.5 Membership Committee
 - 5.51 The Membership Committee shall:
 - 5.511 Recommend and assist in the implementation of policies and procedures to enhance membership.
 - 5.512 Increase involvement of members in Kappa Delta Pi.
 - 5.513 Assist in the development of new types of membership and the enhancement of current programs for members.
 - 5.514 Establish a Graduate Student Committee as a standing subcommittee.
 - 5.52 Reporting. This committee shall report to the Executive Council.
- 5.6 Leadership Development and Nominations Committee
 - 5.61 The Leadership Development and Nominations Committee shall:

- 5.611 Solicit from chapters nominations for officers of the Society no later than seven (7) months prior to the end of the current biennium.
- 5.612 Receive written nominations from chapters no later than five (5) months prior to the end of the current biennium.
- 5.613 Prepare an election slate, including biographical data on each candidate. The election slate shall contain:
 - 5.6131 two (2) candidates for each of the offices of President-Elect, Alumni Representative or Professional Representative, Member-at-Large, and Student Representative.
 - 5.6132 four (4) candidates for the two (2) offices of Vice-President.
 - 5.6133 at least one (1) candidate for the office of Laureate Representative.
- 5.614 Submit the election slate and ballot to all active members no later than three (3) months prior to the end of the current biennium.
- 5.615 Verify and report the official results of the election to the Executive Council.
- 5.616 Recommend names for consideration by the President as new committee appointees.
- 5.62 Reporting. This committee shall report to the Executive Council.

5.7 International Committee

- 5.71 The International Committee shall:
 - 5.711 Recommend and assist in the implementation of policies and procedures to enhance international membership.
 - 5.712 Increase involvement of international members in Kappa Delta Pi.
 - 5.713 Assist in the identification of international member needs to better serve them.
 - 5.714 Research and develop plans for further international expansion of the Society.
- 5.72 Reporting. This committee shall report to the Executive Council.

5.8 Each committee chair shall file a written report of the committee’s deliberations, decisions, and actions during the biennium. Such reports shall be submitted to the Executive Director no later than thirty (30) days following the close of the biennium.

Section 6. Quorum

A majority of the members of any committee shall constitute a quorum, and a majority of the committee members present and voting at a meeting at which a quorum is present is necessary for committee action.

ARTICLE V. ACTIVE CHAPTERS

Section 1. Establishment

Charters are granted by the Executive Council.

- 1.1 Charters may be granted to accredited, degree-granting institutions engaged in the preparation of teachers, provided that the institutions meet standards set by the Executive Council.
 - 1.11 Accreditation of international institutions shall be defined by local, state, territory, or other political divisions, or national guidelines.
- 1.2 Charters may be granted to groups of educators applying for a noninstitutional chapter charter.
- 1.3 An installation fee, as determined by the Executive Council, shall be remitted to the Society Headquarters prior to the date of installation.

Section 2. Nomenclature

Letters of the Greek alphabet shall be used to designate chapters located at institutions. Names of the other chapters shall be approved by the Executive Council.

Section 3. Ceremony of Reaffirmation

Persons who were previously initiated may be formally received by other chapters according to the ritual for the reaffirmation of membership.

Section 4. Election and Installation of Chapter Officers

Each chapter shall elect officers who are active members of both the Society and the local chapter.

- 4.1 Method of Election. Chapter officers for the ensuing term shall be elected:
 - 4.11 During any regular meeting of the chapter, or
 - 4.12 Through a ballot sent to all active members, or
 - 4.13 Through a combination of both methods.
- 4.2 Time of Election. Officers shall be elected and installed a minimum of once each academic year and be reported no later than two weeks after elections are completed.
- 4.3 Officers. Each chapter shall include a minimum of President and Treasurer. Additional officers, as indicated in the chapter bylaws, should be elected by the chapter.
- 4.4 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 shall be described in the chapter bylaws.
- 4.5 Duties of the President. The President shall:
 - 4.51 Preside over the meetings of the chapter and the executive committee.
 - 4.52 Appoint committees subject to the advice and consent of the executive committee.
 - 4.53 Perform other duties as specified in the chapter bylaws.
- 4.6 Duties of the Vice-President. The Vice-President shall:
 - 4.61 Preside in the absence of the President.
 - 4.62 Chair the program committee.
 - 4.63 Assume the duties of the President should a vacancy occur in that office.
- 4.7 Duties of the Secretary. The Secretary shall:
 - 4.71 Keep the minutes of meetings of the chapter and executive committee.
 - 4.72 Handle chapter communications as assigned by the executive committee.
 - 4.73 Keep an accurate record of the chapter membership.
- 4.8 Duties of the Treasurer. The Treasurer shall:
 - 4.81 Receive chapter dues from initiates.
 - 4.82 Make disbursements upon order of the chapter.
 - 4.83 Keep an accurate account of monies received and expended.
 - 4.84 Provide, with the cooperation of the Chapter Counselor, for the safekeeping of all chapter funds.
 - 4.85 An annual financial report shall be completed with the assistance of the Chapter Counselor within the stated deadline.
- 4.9 Duties of the Historian
The Historian shall:
 - 4.91 Furnish reports of chapter activities and submit award applications for consideration and publication in appropriate Society periodicals.
 - 4.92 Assist the Counselor in the preservation of the charter, documents, and historical records of the chapter.
- 4.10 Duties of the Membership Chair
The Membership Chair shall:
 - 4.101 Chair the membership committee.
 - 4.102 Oversee the organization of each initiation ceremony, including the collection and submission of all forms.
 - 4.103 Facilitate recruitment of new members, including the organization and execution of the Orientation Meeting.
 - 4.104 Develop retention efforts, including membership education.
- 4.11 Duties of the Educational Foundation Representative. The Educational Foundation Representative shall:
 - 4.111 Develop fund-raising activities.
 - 4.112 Serve as primary local chapter contact for the Kappa Delta Pi Foundation's special projects to support local and Foundation scholarships and awards.
 - 4.113 Promote Kappa Delta Pi scholarships.
- 4.12 Duties of the Graduate Liaison
The Graduate Liaison:
 - 4.121 Must be an initiated member in good standing.
 - 4.122 Must be currently enrolled in a graduate program.

- 4.123 Shall act as liaison officer, serving both the graduate and professional members of the chapter, and shall serve in an advisory capacity to the Executive Committee regarding the needs of the graduate and professional members.
- 4.124 May be part of the planning committee to ensure that programs are implemented that meet the needs of the graduate students and professional members.
- 4.13 Summer Session Officers. Any chapter may elect and install pro tempore officers to serve during the summer session of the institution.
- 4.14 Duties and responsibilities other than the above may be authorized by the chapter bylaws.

Section 5. Chapter Counselors

Each active institutional chapter shall have a Chapter Counselor selected from the faculty or staff of the institution. Except where institutional policies dictate otherwise, a Counselor shall be elected in the same manner as the officers of the chapter. An alumni or a professional chapter may select a Chapter Counselor. In such chapters where there is no Counselor, the Dean or designee will be asked to perform the duties of the Counselor after appropriate consultation with the members.

- 5.1 Qualifications. The Counselor must be or become an active member of the chapter.
- 5.2 The name of the Counselor shall be forwarded to the Society Headquarters within two weeks of the counselor appointment or change. A certificate confirming the appointment shall be forwarded to the new Counselor.
- 5.3 Removal of Counselor from Office. The Executive Council may, for cause, declare the office of Chapter Counselor vacant. Should this happen, representatives from the Society will work with the institution to appoint a replacement.
- 5.4 Duties of the Counselor. The Chapter Counselor shall sponsor and advise the local chapter. Duties shall include:
 - 5.41 Serving as a member of the chapter executive committee.
 - 5.42 Providing for the safekeeping and accessibility of records and properties of the chapter.
 - 5.43 Assisting in planning chapter activities.
 - 5.44 Ensuring the submission of reports or other correspondence required by the Executive Council.
 - 5.45 Providing for the installation of officers of the local chapter.
 - 5.46 Ensuring observance of the rituals.
 - 5.47 Serving on the membership committee.
- 5.5 Associate Counselors. In addition to the Counselor, each chapter may select one or more Associate Counselors. All provisions applicable to the Chapter Counselor shall apply to Associate Counselors. However, at institutional chapters, the Associate Counselor(s) need not be a faculty or staff member.

Section 6. Chapter Committees

Each chapter may maintain the following committees annually:

- 6.1 Executive Committee. The executive committee shall consist of the current officers of the chapter including the Counselor and Associate Counselor(s), where there are such officers, and may include the immediate Past-President. The duties of the executive committee shall be to:
 - 6.11 Supervise the general activities of the chapter.
 - 6.12 Serve as the official agency for communication.
 - 6.13 Act in emergencies between meetings of the chapter.
 - 6.14 Executive committee officers shall conduct initiations.
 - 6.15 Ensure the completion of all required reports.
- 6.2 Membership Committee. The membership committee shall:
 - 6.21 Receive names of candidates suggested for membership.
 - 6.22 Obtain a list of valid candidates from the chapter counselor, co-counselor, designated faculty member, or appropriate college/university staff administrator.
 - 6.23 Prepare a list of eligible candidates and, together with the required information, present this to the appropriate chapter body.
- 6.3 Program Committee. The program committee shall be directed by the Vice-President. This committee shall be responsible for planning programs for the chapter.

- 6.4 Fund-Raising Committee. The fund-raising committee shall be responsible for planning fund-raising projects for the chapter, the Kappa Delta Pi Educational Foundation, and/or external organizations the missions of which are consistent with Kappa Delta Pi.

Section 7. Chapter Meetings

Each chapter shall hold at least two meetings during the Society year. At least one meeting shall include an initiation.

Section 8. Good Standing, Probation, Suspension and Withdrawal

Good Standing, Probation, Suspension, and Withdrawal shall be as follows:

- 8.1 Good Standing. To be in good standing, a chapter must fulfill the following requirements:
- 8.11 Meet financial obligations.
 - 8.12 Report to the Executive Council upon request.
 - 8.13 Actively support the ideals, mission, and goals of the Society.
 - 8.14 File the Annual Financial Report by August 1, and other required reports by the stipulated deadlines.
 - 8.15 Send at least one representative to a Society meeting at least once in two consecutive biennia. Society meetings include regional conferences, leadership conferences, and Convocation, including business meeting participation.
 - 8.16 Select and induct eligible members a minimum of one time within the Society’s fiscal year.
 - 8.17 Hold at least one all-chapter meeting per academic year.
- 8.2 Probation. At the end of each fiscal year, all chapters will be reviewed by the Executive Council and those not meeting the above requirements will be placed on Probation. Probation status is to last no longer than 12 months and is an opportunity for chapters to return to good standing.
- 8.21 Upon acceptance by the Executive Council of a recommendation for Probation, both the chapter and host institution will receive written notice and recommended actions to assist them in complying with Society requirements for good standing.
 - 8.22 During the period of Probation, the chapter maintains all rights and privileges.
 - 8.23 Chapters may be removed from Probation at any time during the 12-month period by becoming in full compliance with the requirements of good standing.
- 8.3 Suspension. At the end of each fiscal year, all chapters on Probation will be reviewed by the Executive Council, and those not meeting requirements will be placed on Suspension.
- 8.31 Upon acceptance by the Executive Council of a recommendation for Suspension, both the chapter and host institution will receive annual written notice and recommended actions to assist them in complying with Society requirements for good standing.
 - 8.32 During the period of Suspension, the chapter loses voting privileges and all other rights of Active Chapters in good standing.
 - 8.33 Chapters may be removed from Suspension at any time during the 24-month period by becoming in full compliance with the requirements of good standing and obtaining approval for reinstatement from the Executive Council.
- 8.4 Withdrawal. At the end of each fiscal year, all chapters on Suspension for 24 months will be reviewed by the Executive Council, and those not meeting requirements will be withdrawn.
- 8.41 Upon acceptance by the Executive Council of a recommendation for Withdrawal, both the chapter and host institution will receive written notice three months prior to the withdrawal date.
 - 8.42 The charter will be returned immediately. The locally held chapter funds shall be returned and immediately transferred irrevocably to the general fund of the Society.
 - 8.43 The Executive Council may grant exceptions to this provision based on extenuating circumstances.

Section 9. Dissolution of Chapter

The process for elective dissolution of a chapter shall be as follows:

- 9.1 Initial Action. The chapter counselor shall contact Society Headquarters to discuss the process of chapter dissolution or other potential options available to the chapter. A resolution for dissolution of the chapter is presented at a regular meeting and must be signed by a majority of active members present at the meeting. All active members must be notified in advance of the meeting and provided an opportunity to vote by proxy or in person at the meeting on the resolution for the dissolution of the chapter.

- 9.11 Dissolution of an institutional chapter must be supported by the institution as demonstrated by a letter from two supervising administrators.
- 9.2 If the chapter approves dissolution, the counselor and the chapter officers shall notify the Executive Council and take the necessary steps to conclude the affairs of the chapter in accordance with these bylaws.
 - 9.21 The charter shall be returned to Society Headquarters.
 - 9.22 All cash and other assets remaining after the chapter's outstanding debts are paid should be returned to Society Headquarters.
 - 9.23 All members of the chapter have the opportunity to transfer their membership to a chapter of their choice.

Section 10. Quorum

A quorum shall be defined in the local chapter bylaws.

Section 11. Legal Documents for Chapter Operation

Documents that govern the legal operation of chapters shall be filed with Society Headquarters and shall be reviewed by local chapters during each biennium. Results of this review shall be reported to Society Headquarters.

Section 12. Chapter Report

Each chapter shall file required reports each year by the timeline specified by Society Headquarters. Failure to submit reports may lead to loss of good standing.

Section 13. Chapter Web Page

- 13.1 The Chapter Web Page shall:
 - 13.11 Support the ideals, mission, and goals of the Society.
 - 13.12 Not conflict in any way with the Constitution and Bylaws of the Society.
 - 13.13 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.*

ARTICLE VI. MEMBERSHIP

Section 1. Qualifications

Invitation to membership in an active chapter at an institution shall be dependent upon fulfillment of the following qualifications without regard to race, age, color, religion, sex, or handicapping condition.

- 1.1 General Qualifications
 - 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.
- 1.2 Qualifications for undergraduates:
 - 1.21 No less than having a first term sophomore standing (the equivalent of at least 30 semester hours earned by the end of the term prior to the time of initiation).
 - 1.22 A grade-point average ranking in the upper quintile (upper 20%) of the institution, school, or college (the schools of education and the respective colleges from which candidates are selected), or a grade-point average not less than a "B" (i.e., 3.00 out of 4.00, if a grade-point system is used) based upon the total previous collegiate record of the student.
 - 1.23 At least twelve (12) semester hours (or the equivalent) of Professional Education courses programmed, in progress, or completed.
- 1.3 Qualifications for graduate students:
 - 1.31 Regular graduate admission status in a degree program within an accredited college, university, or institution recognized of high standing.
 - 1.32 Completion of six (6) or more semester hours (or equivalent) of graduate work in the same institution applicable to the degree program in which the student is enrolled.

- 1.33 At least twelve (12) semester hours (or the equivalent) of Professional Education courses completed, in progress, or programmed.
- 1.34 A cumulative grade-point average on all graduate work undertaken of at least 3.25 out of 4.00, if a grade-point system is used or within the upper 18.75 percent of the institution, college, or school (the schools of education and the respective colleges from which candidates are selected).
- 1.4 Qualifications and limitations for faculty and educational support staff:
 - 1.41 Faculty status in that institution.
 - 1.42 The number of faculty and educational support staff initiated at any one initiation ceremony shall not exceed the number of other initiates.
 - 1.43 In chapters where only faculty and/or education professionals are initiated, 1.42 shall not apply.
- 1.5 Qualifications and limitations for professional members.
 - 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.
 - 1.54 The Executive Council shall delegate the authority for approval of professional member candidates to the Executive Director and/or his/her designee.
 - 1.55 Students at-large membership is available only for current international undergraduate or graduate students who are attending an institution that does not have an active Kappa Delta Pi chapter and who meet undergraduate and/or graduate student membership requirements.
- 1.6 Qualifications and limitations for honorary membership:
 - 1.61 Record of distinguished service in the cause of education.
 - 1.62 Honorary membership is not open to a person eligible for another membership category or one who holds a degree in education.
 - 1.63 No chapter may elect more than two (2) persons to honorary membership during any one Society year.
 - 1.64 A person approved for an honorary membership shall be initiated according to the appropriate ritual.
- 1.7 Qualifications and limitations for students seeking alternative certification and/or licensure:
 - 1.71 Hold a baccalaureate degree.
 - 1.72 Completion of at least 12 semester hours of alternative certification program.
 - 1.73 A cumulative grade-point average of at least 3.25 on a 4.00 scale.

Section 2. Chapter Membership

- 2.1 Election to Membership. The membership committee of the local chapter shall present the names of persons found eligible for consideration to:
 - 2.11 Active members of the local chapter, or
 - 2.12 The chapter executive committee.
- 2.2 A favorable vote of a majority of the group voting is required for election as long as the group constitutes a quorum under the chapter's governing documents.
- 2.3 Invitation to membership in any chapter may be offered to persons who meet the following qualifications, without regard to race, age, color, religion, sex, or handicapping condition.
 - 2.31 A college graduate who is preparing for, engaged in, or retired from teaching or other educational work.
 - 2.32 A person must have a grade-point average of at least 3.00 on a 4.00 scale if a baccalaureate degree only is held, or a grade-point average of at least 3.25 on all graduate work if twelve (12) or more semester hours (or the equivalent) of graduate credit have been earned, or have a distinguished performance record consistent with the ideals of Kappa Delta Pi.
- 2.4 Local Chapter Requirements. Each chapter may increase requirements for eligibility for membership, if specified in the chapter bylaws.
- 2.5 Active Chapter Membership. A person who has become a member of Kappa Delta Pi is an active member of a 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.

- 2.6 Transfer of Membership between Chapters. An active member of the Society may transfer membership from one chapter to another with the appropriate notification to the Society Headquarters. Multiple chapter memberships are permissible.
- 2.7 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.

Section 3. Initiation

All candidates for membership shall be duly initiated using the official Society ritual. Within two weeks of initiation, required information concerning each initiate, together with the required fees, must be forwarded to the Society Headquarters.

ARTICLE VII. THE LAUREATE CHAPTER

Section 1. Election

At the end of the first year of each biennium, the Executive Director shall notify chapters and members of the Laureate Chapter of any vacancies in the Laureate Chapter, and shall solicit nominations. After nominations are received, the names of the nominees shall be submitted to the members of the Laureate Chapter. Each member of the Laureate Chapter shall be asked to rank the nominees in accordance with standards furnished by the Executive Council. The Executive Council may elect Laureate members from among these rankings.

Section 2. Limitations

There shall be certain limitations on election to membership.

- 2.1 Membership shall be limited to sixty (60) living persons.
- 2.2 Officers and employees of the Society shall be ineligible for nomination until one biennium has elapsed following their term of office or last day of employment.

ARTICLE VIII. THE ELEANOR ROOSEVELT CHAPTER

Section 1. Election

At the end of the first year of each biennium, the Executive Director shall notify the active membership and members of the Eleanor Roosevelt Chapter of any vacancies in the Eleanor Roosevelt Chapter, and shall solicit nominations. After nominations are received, the names of the nominees shall be submitted to the members of the Eleanor Roosevelt Chapter. Each member of the Eleanor Roosevelt Chapter shall be asked to rank the nominees in accordance with standards furnished by the Executive Council. The Executive Council may elect Eleanor Roosevelt members from among these rankings.

Section 2. Limitations

There shall be certain limitations on election to membership.

- 2.1 Membership shall be limited to one hundred (100) living persons.
- 2.2 Officers and employees of the Society shall be ineligible for nomination until one biennium has elapsed following their term of office or last day of employment.

ARTICLE IX. AFFILIATE CHAPTERS

Section 1. Selection

The Executive Council may establish affiliate chapters designed to recognize excellence within the educational community.

Section 2. Limitations

There shall be certain limitations for affiliate chapters.

- 2.1 Affiliates do not have voting privileges within Society affairs.
- 2.2 Members shall receive services of the Society if they are active members according to criteria established by the Executive Council.

ARTICLE X. SOCIETY HEADQUARTERS

Section 1. Selection of Personnel

The Executive Council shall employ an Executive Director and may authorize employment of other staff members as deemed necessary.

Section 2. Eligibility

The Executive Director shall be an active member of the Society.

Section 3. Duties of the Executive Director

The Executive Director shall be responsible for the performance of the following duties:

- 3.1 Preserving documents and records, including but not limited to, acts of incorporation, Constitution and Bylaws, conference and Convocation proceedings, and financial records.
- 3.2 Conducting the business of the Society, including:
 - 3.21 Signing necessary legal documents and contracts pursuant to the dictates of the Executive Council.
 - 3.22 Arranging for audits of the records.
 - 3.23 Completing and forwarding charters.
 - 3.24 Receiving and safeguarding funds of the Society, and any other powers or duties with respect to the Society funds as are delegated by the Executive Council.
 - 3.25 Paying authorized warrants.
 - 3.26 Preparing the budget in conjunction with the Budget Committee.
 - 3.27 Making reports.
 - 3.28 Issuing notices.
 - 3.29 Requesting annual reports.
 - 3.210 Coordinating the activities of the committees.
- 3.3 Supervising the publications of the Society, including but not limited to:
 - 3.31 THE EDUCATIONAL FORUM
 - 3.32 The KAPPA DELTA PI RECORD
 - 3.33 NEW TEACHER ADVOCATE
- 3.4 Coordinating preparations for the Convocation.
- 3.5 Fulfilling such other duties as may be designated by the Executive Council.

Section 4. The Academic Editor(s)

- 4.1 The Academic Editor for each Society journal shall be an active member of the Society.
- 4.2 The Academic Editors shall be approved by the Executive Council.
- 4.3 The Academic editor(s) advise and collaborate with staff members to prepare material for the respective publication(s) under policies set by the Executive Council.
- 4.4 The Editor(s) shall recommend to the President persons for appointment to their respective review panels.
- 4.5 An Editorial Review Panel shall be appointed for each Society journal. The Academic Editor of that journal shall approve Review Panel appointments and serve as chair of the Editorial Review Panel.

Section 5. Editorial Review Panel

- 5.1 The Editorial Review Panel for each journal shall have a minimum of twenty-five (25) active members of the Society.
- 5.2 These persons shall serve three-year terms, staggered such that an approximately equal number of terms expire each year.
- 5.3 The beginning date for all terms shall be July 1, and the ending date shall be June 30, except in those cases where appointments are made to fill unexpired terms.

Section 6. Headquarters Web Page

- 6.1 The Headquarters Web Page shall:
 - 6.11 Support the ideals, mission, and goals of the Society.
 - 6.12 Not conflict in any way with the Constitution and Bylaws of the Society.
 - 6.13 Contain the following disclaimer as warranted on specific pages:
The opinions and comments expressed via this electronic forum do not necessarily reflect the views of Kappa Delta Pi, International Honor Society in Education.

ARTICLE XI. FINANCES

Section 1. Dues and Fees

- 1.1 Each chapter shall collect from initiates the first annual chapter dues, and may assess a chapter initiation fee. These funds shall remain with the chapter for its operations. International Society dues and fees shall be set by the Executive Council. Annual increases to dues may not exceed 10 percent of the previous yearly dues without the expressed approval of the Convocation.
- 1.2 Each chapter shall remit to the Society Headquarters the required Society fee for each initiate.
- 1.3 The membership shall be billed by the Society Headquarters for the annual Society and chapter dues. The chapter dues shall be determined by the local chapter and submitted on the annual report.
- 1.4 Family Membership
 - 1.41 Annual Family Membership may be paid when the following criteria have been met:
 - 1.411 both or all are members of the same family.
 - 1.412 they reside at the same address.
 - 1.413 each has previously paid, individually, Society initiation fees and the first year initiation fee in a local chapter.
 - 1.414 each has been initiated into the Society.
 - 1.42 The family membership may be obtained upon payment of full membership fees by one family member, plus a fee for each additional member; this fee to be determined by the Executive Council.
 - 1.43 A family membership provides for only one copy of each every-member mailing.
 - 1.44 A local chapter may, at its discretion, set conditions for chapter family membership.
- 1.5 Active Life Membership. Qualified members may become active Life Members of the Society by paying to the Society Headquarters the sum set by the Executive Council.
- 1.6 Honorary Membership. Fees for honorary membership shall be determined by the Executive Council. After one year of membership, continuing privileges will be offered upon the payment of an amount equal to Society annual dues, either by the sponsoring chapter or the honorary member.
- 1.7 Laureates. Members of the Laureate Chapter are Life Members of the Society without dues payment.
- 1.8 Retiree membership status shall be offered to long-term retired members age 55 or older.
- 1.9 Retired Emeritus Gold membership status shall be offered to long-term members age 70 or older.
- 2.0 Reduced Dues
 - 2.1 Reduced dues shall be offered to retired and Emeritus Gold active members not currently engaged in full-time educational work.
 - 2.2 The Executive Council shall establish the amount of such dues, and shall stipulate publications services available to such active members.

Section 2. Expenses

The Executive Director shall pay from the treasury of the Society the authorized expenses of:

- 2.1 The Executive Council or representatives appointed and commissioned by it.
- 2.2 Committees properly appointed by the President.
- 2.3 The Convocation, including a part or all of the expenses of delegates and others as determined by the Executive Council.
- 2.4 Society conferences and meetings, to the extent determined by the Executive Council.
- 2.5 Society Headquarters.

ARTICLE XII. AMENDMENTS

Section 1. Bylaw Amendment Limitations

- 1.1 In the interim between Convocations, chapter ballots on amendments to the Bylaws shall be returned to the Executive Director within sixty (60) days of receipt by the chapter.