

BRIAR CLIFF UNIVERSITY HONOR PROGRAM CONSTITUTION

ARTICLE I: Name

This organization shall be known as the Briar Cliff University Honors Program.

ARTICLE II: Purpose

The purposes of the Briar Cliff Honors Program are to:

1. promote campus pride in scholarship
2. give recognition for past and present scholastic achievement
3. promote intellectual stimulation
4. provide cultural enrichment opportunities and social interaction for honor students

ARTICLE III: Membership

Section 1—Eligibility

In order to be eligible for the Briar Cliff University Honors Program, a student must meet two of the three following criteria:

1. Any incoming student with a 3.5 cumulative semester grade point average is eligible.
2. Any incoming student with a 26 or above on the ACT is eligible.
3. Any incoming student in the top ten percentile of his or her class is eligible.
4. Any incoming student must schedule an entrance interview with Honors Program coordinators.
5. *Eligibility requirements are subject to appeal by prospective members.* The appeal process includes: an interview with the coordinator and at least two Executive Committee members.

Section 2.1—Membership Requirements

1. Any eligible student will become a full member upon payment of dues, an annual fee of \$10.
2. Any eligible student must maintain a cumulative semester grade point average of 3.33.
3. Any eligible student must obtain honors credits **each year** throughout the duration of his or her undergraduate education.
4. Any eligible student must complete at least 15 hours of documented service **per year**.
5. Any eligible student must attend at least 4 Honors Program meetings throughout the duration of the year. *Meeting attendance requirements are subject to individual appeal.*
6. Any eligible student must complete one or more Honors Seminar course within the duration of his or her undergraduate education.
7. Any eligible student must complete one or more scholarly research projects and present his or her findings within the duration of his or her undergraduate education.
8. Any eligible student must hold or display a position of leadership.

9. Any eligible student must meet with the director of the Honors Program at least one time during the academic year to discuss progress in the program.

Section 3—Students Eligible for Membership

Incoming freshmen, transfer students, and part-time students may apply for membership upon meeting the aforementioned requirements, and completing an entrance interview.

Section 4—Disqualification/Grounds for Dismissal from the Briar Cliff Honors Program

1. Any student with two or more disciplinary actions within an academic year will be put on Honors probation or subject to dismissal.
 - 2.1 Any student failing to meet cumulative GPA requirements, or any requirement listed in numbers 1-3 of section 2.1 will be put on Honors probation or subject to dismissal.
 - 2.2 Any student who fails to complete 15 hours of documented service per year will be put on Honors probation or subject to dismissal.
 - 2.3 Any student who fails to attend 4 Honors Program meetings throughout the duration of the year will be put on Honors probation or subject to dismissal.
3. *Grounds for dismissal are subject to appeal by members.*

***Honors students on probation will be wait-listed for travel experiences or funding of scholarly activities.

ARTICLE IV: Officers

Section 1--Positions And Terms

The executive officers are: President, Vice President, Secretary, and Treasurer. All officers will be elected in the fall of each academic year for a term of one calendar year.

Section 2--Duties

President:

1. Conduct all meetings
2. Execute all resolutions
3. Work in conjunction with the Vice President to maintain the accuracy of information housed on the Honors Program webpage.

Vice President:

1. Perform all duties of the President in his/her absence
2. Assist the President in all decisions made and actions taken by the organization
3. Supervise any committees formed by the organization
4. Work in conjunction with the President to maintain the accuracy of information housed on the Honors Program webpage.

Secretary:

1. Record and post the proceedings of all general meetings, including attendance
2. Enact and maintain all official correspondence

3. Submit all required forms to Briar Cliff Student Government (or other necessary committee, organizations, etc.)
4. Track and send notifications of Honors Program requirement statuses each semester.

Treasurer:

1. Receive and disperse all funds for the organization
2. Maintain records of all financial transactions
3. Supervise all fundraising activities
4. Submit all required monetary forms to Briar Cliff Student Government (or other necessary committee, organizations, etc.)

ARTICLE V: The Executive Committee

Section 1--Members

The Executive Committee shall consist of the four executive officers.

Section 2--Duties

1. Determine administrative policy
2. Manage the property and business of the organization with the help of the coordinator
3. Originate committees and select chairpersons

Section 3--Meetings

Executive Committee meetings will be held at least once a month; meetings will be in attendance by the committee members and the director.

ARTICLE VI: General Meetings

Section 1--Frequency

General meetings shall be held at least once a month, with dates, times, and locations posted well in advance.

Section 2--Voting

All eligible members may vote. Coordinator and Executive members' votes shall be included in the total vote count. Must be in attendance to vote. Majority rules.

ARTICLE VII: Elections

Section 1--Nominations

Nominations for positions shall be taken at a specified meeting during spring semester of the proceeding year.

Section 2--Elections

The winner of an election will be the member who receives the majority of a general membership vote.

ARTICLE VIII: Director

The acting director of the Honors Program is Dr. Ryan Allen.

ARTICLE IX: Dues

Membership dues shall be determined yearly by the Executive Committee.

ARTICLE X: Amendments

Any amendments to this constitution must be read at two, consecutive general meetings and receive a two-thirds majority to be enacted.