

# CONSTITUTION



The Brotherhood of  
Phi Kappa Nu

November 2008



## **II. PURPOSE**

### **A. Statement of Purpose**

The brotherhood of Phi Kappa Nu shall adhere to the five-fold purpose of excellence in the following areas of College life: Academic, Athletic, Leadership, Service, Social.

The reason for the existence of the social organization Phi Kappa Nu is to encourage its members to achieve excellence in each area through individual effort and group cooperation.

### **B. Explanation of Purpose**

The brotherhood of Phi Kappa Nu attempts to cultivate among the members each aspect of the five-fold purpose as understood in the following detail:

#### **1. Academic**

Inasmuch as the group exists on a college campus, pursuit of academic goals is our first priority. Accordingly, new members are required to have a grade point average of at least 2.50. The name of the group, Phi Kappa Nu, signifies the goal of developing a sound mind as well as body. Toward this end, we promote a positive attitude about studies through concerted group effort and we give constant consideration to class schedules and requirements when planning group functions or activities, such as colloquia with faculty and staff members, as well as distinguished alumni, as guest speakers. The subjects for colloquia shall be chosen so as to provide balanced

sports, one of the elected offices shall be designated *Athletic Director* with responsibility for organizing intergroup sports activities.

### **3. Leadership**

Phi Kappa Nu is dedicated to fostering the qualities of leadership among its members. We are proud of our rich tradition of providing Cornell with leaders in practically all aspects of campus life, including positions both within and without the group. Phi Kappa Nu promotes leadership through experience which cultivates personal responsibility and a spirit of cooperation.

### **4. Service**

Phi Kappa Nu encourages its members to become well-rounded individuals by fulfilling the five-fold purpose. This personal development has the greater purpose of enabling us better to serve others. Because the ideals of Phi Kappa Nu are firmly based upon the desire to serve others, the group sponsors service projects and encourages individuals to volunteer their services to others. Members of the group suggest service projects to the group at meetings or are free to solicit help for their own projects from the group. In order to organize and coordinate these projects, one of the elected offices shall be designated *Service Director*.

### **5. Social**

the elected offices shall be designated *Social Director*.

## **C. The DiFonzo Incentive Plan**

### **1. Purpose**

In order to insure that members of Phi Kappa Nu uphold the five-fold purpose and stay active within the group, the DiFonzo Incentive Plan was created. The Triumvirate will be responsible for administration of this plan. Recording attendance at required events will be the responsibility of the relevant office.

### **2. Cycles of Evaluation**

There are two calendar cycles to the DiFonzo Incentive Plan. The first one begins one week before semi-formal (a social event requirement) and concludes one week prior to formal. The second cycle begins one week before formal (also a social event requirement) and ends one week prior to semi-formal. The Triumvirate shall be responsible for tallying members' participation in events at the conclusion of a cycle.

### **3. Requirements**

Failure to earn at least three of the five folds in a cycle places the member on probation; failure to meet the requirements for two consecutive cycles results in an immediate deactivation of the member (without a vote). Because members cannot reasonably be expected to attend all scheduled events, the

all at colloquia and any one of the following satisfies this incentive:

- a. Being named to the Dean's List
- b. Receiving an academic award
- c. Maintaining active membership ~~on Mortar Board~~ in any National Honorary Society.
- d. Increasing one's grade point average by .001 over the course of a cycle. To verify the increase a member shall submit a copy of his grade report to the Academic Director.

• ***Athletics***

Any one of the following satisfies this incentive:

- a. Participation in a varsity sport or athletic clubs. In order to receive full credit for participation in a varsity sport, members must submit to the Triumvirate and the Athletic Director the dates for the beginning of practice and the end of the season for the sport in which they will participate.
- b. Attendance of at least 51% of scheduled intramural events and other athletic events, either as a participant or spectator for at least half an hour or until the end of the event.

• ***Leadership***

To insure that members of Phi Kappa Nu play an active leadership role on campus by participating in decision-making

whose deadlines are set in relation to the amount of time they are absent from the beginning of the cycle.

- c. No more than one unexcused absence from weekly meetings during any cycle. The only recognized excuses are being off campus for a class requirement (not studying or doing homework), a sport requirement, or a medical or family emergency. All other excuses must be approved by a simple majority vote of the members present at any given meeting. A member must be at a meeting for at least half an hour to validate attendance.

- *Service*

Any one of the following requirements satisfies this incentive:

- a. Attendance at one scheduled service project during each term of a cycle.
- b. Active membership in Alpha Phi Omega service group.
- c. Attendance of at least 51% of the scheduled service projects during a cycle.
- d. Volunteer work. A member who wishes to receive credit for service other than projects scheduled by the group must submit a written report, including a description of the service performed, a rationale for assigning credit, and the number of credits requested. The proposal shall be submitted to the Triumvirate and the Service Director for review. If the volunteer work is determined to be a valid service project, the

## **5. Temporary Exemptions from the DiFonzo Incentive Plan**

PHI KAPPA NU recognizes that on occasion the DiFonzo Incentive Plan, as a method of monitoring our pursuit of excellence through the five-fold purpose, may be unable to acknowledge the concentrated effort of a member to pursue excellence in a particular area of College life. Consequently, when the group determines that a member's activities are in accordance with the fundamental values of the group, but fail to meet the standards of the DiFonzo Incentive Plan, that individual may be temporarily exempt from the requirement to uphold a specific fold or folds.

To insure the validity of exemptions from particular requirements of the DiFonzo Incentive Plan, the following process shall be used in the granting of exemptions. A member applying for exemption from the requirements of the DiFonzo Incentive Plan must submit to the Triumvirate a letter which includes the following information: the fold or folds from which the member wishes to be exempt, the beginning and ending dates of exemption, the specific ways in which his pursuit of excellence conflicts with the requirements of each of the folds from which he is requesting exemption. The letter must be presented to the group at a scheduled meeting. Following the presentation of the letter the group may vote to grant exemption, deny exemption, or work with the member applying for exemption to amend his request to the group's satisfaction. A vote of 51% is necessary to accept an

## **A. Offices**

The following offices shall be filled by members of the group in an annual election in which no less than three-fourths of the active members participate. The duties of each office are as follows:

### **1. Triumvirate (three co-leaders)**

- a.** To keep order and conduct the weekly meetings.
- b.** To meet with the advisor(s) when the occasion arises and to keep the advisor(s) informed of group activities.
- c.** To attend the mandatory meeting with the Dean of Students at least one week prior to pledging to discuss any concerns, activities, or problems which either the group or the Dean may have.
- d.** To represent the group in meetings with College administrators or staff.
- e.** To help resolve problems within the group. Each Triumvirate member shall be available for confidential discussions with any concerned member.
- f.** To provide leadership and direction for the group when needed.
- g.** To inform any member whose cumulative GPA is less than 2.50 that he has been placed on academic suspension effective that term.

### **2. Treasurer**

- a.** To write checks and record all expenditures and credits in the group's checkbook and report a running balance

- a. To review each member's GPA in order to determine qualification for the academic fold.
- b. To plan colloquia, the equivalent of one per block per cycle, with faculty and staff members, as well as distinguished alumni, on topics specified in Article II.
- c. To monitor the cumulative GPAs of all members, on a term by term basis, and report to the Triumvirate the name of any member whose cumulative GPA is less than 2.50.

**5. Social Directors (two or more co-leaders)**

- a. To organize the group's social functions, including such duties as making reservations or contacting other groups to arrange for social events.
- b. To record attendance at all social functions or to appoint another member to do so.
- c. To report at each weekly meeting on the planning of upcoming events and on social functions occurring after the last group meeting.

**6. Service Director**

- a. To arrange all service projects for the group.
- b. To record attendance at each service project or to appoint a group member to do so.
- c. To report on service projects which occurred after the last group meeting and on any upcoming projects.

alumni informing them of past, present, and future activities and reporting on current concerns of the group.

- b. To report any information about alumni activity.

## **9. Historian**

- a. To keep the historical records and photo albums current and in good condition, including such duties as taking pictures at all group functions (or arranging for another group member or hired photographer to do so).
- b. To preserve all articles about group members and minutes of the weekly meetings.
- c. To provide the group with pictures they can order for themselves.

## **10. Purchasing Agent**

- a. To arrange any purchases, in conjunction with the Treasurer, of Phi Kappa Nu merchandise and to distribute it among the members.
- b. To supply anyone who accepts a bid from Phi Kappa Nu with a shirt for pledging.

## **11. Scholarship Officer**

- a. To work with the Admissions staff to publicize the Phi Kappa Nu scholarship to prospective students.
- b. To consult with advisor(s) in establishing criteria for candidates for the Phi Kappa Nu scholarship and in

## **B. Voting**

### **1. Triumvirate**

- a.** Nominations for the triumvirate will be taken during the second meeting of seventh block.
- b.** All members accepting nominations for a position on the triumvirate will write a letter expanding on their intent, this letter to be distributed to the full membership of the group no later than the third meeting of seventh block.
- c.** Voting will be conducted by secret ballot. The triumvirate will distribute ballots to the membership. Ballots will be due at a time set by the group, that time to be no later than the day before the fourth meeting of seventh block. Ballots will be tabulated by the triumvirate.
- d.** In the case of a tie, a runoff election will be held during the fourth meeting of seventh block.
- e.** The elected triumvirate will be announced during the fourth meeting of seventh block.

### **2. Offices**

- a.** Nominations for all remaining officers will be taken during the first and second meetings of eighth block.
- b.** Voting will be conducted by secret ballot. The triumvirate will distribute ballots to the membership.

- a. The elected officers and triumvirate will take office as of the first meeting following formal.

#### **4. Removal of Officers**

- a. If a member feels that any elected officer should be removed, they need to present their case to the Triumvirate. The Triumvirate will attempt to address this matter prior to removal.
- b. If the member does not feel that the situation was resolved by addressing the Triumvirate, they may present a letter to that effect and outlining the reasons for removal at any regular meeting.
- c. At the meeting following this presentation, the floor will be opened for discussion on the letter. Also at this meeting, the officer in question will be able to defend themselves before a vote takes place.
- d. After all discussion has finished, voting will take place by secret ballot. For an officer to be removed, a 75% vote of eligible voting members of no confidence is necessary, and abstentions will not be counted.
- e. If the vote of no confidence is passed, nominations will be taken immediately to replace that officer, with elections to be held at the next subsequent meeting.

#### **C. Meetings**

Meetings of the active membership shall be held on a regular basis as voted upon by a majority of the active membership. One

## **IV. INDUCTION OF NEW MEMBERS (PLEDGING)**

### **A. Official Statement on Pledging Activities**

Phi Kappa Nu categorically rejects the seemingly popular notion that brotherhood is achieved through degradation. Rather, we choose to strive for brotherhood through mutual support and encouragement. The induction of new members into Phi Kappa Nu shall emphasize equality and respect. There shall be absolutely no required pledging activities for new members.

### **B. Definition of New Member**

A new member is defined as any pre-pledge who has accepted a bid by attending the first pledging activity and then stating acceptance of the bid to the group. All new members must be officially inducted into the group within two weeks of their accepting a bid, unless special provisions are made and approved by the Triumvirate with the consent of a simple majority of the group.

### **C. Pre-pledge Activities**

All pre-pledge activities shall be agreed upon by a majority of the active members of the group. All pre-pledge activities shall stress the significance of the five-fold purpose of Phi Kappa Nu.

### **D. Voting**

Those who will receive bids shall be determined by a vote of the

presents a letter of explanation for his absence at a meeting of the group prior to the final pre-pledge. Even when an exception is granted, the pre-pledge must attend the final pre-pledge activity.

**b. Gender**

Because Phi Kappa Nu strives to adhere to its five-fold purpose through brotherhood, only those male prospective members who have met the previously stated attendance requirement shall be considered in voting. An exception may be granted in the case of a female attempting to pledge in the spring of her senior year; exception to this qualification will be determined according to voting procedures.

**2. Qualifications for Voting by Active Members**

Only those active members who have attended one of the preliminary pre-pledge activities, as well as the final one, and who have paid their dues in full, or have a designated payment plan determined with the Treasurer, shall be eligible to vote. No proxy votes shall be allowed, although letters of opinion may be read before the vote is taken.

**3. Voting Procedures**

Names of eligible pre-pledges shall be read aloud one at a time. If there are no female pre-pledges, voting will continue to the “black ball” round. In the event a female is attempting to pledge, her name shall be read first, prior to the “black ball”

20% of the voting members “black ball” the pre-pledge, his name is dropped from further consideration. If there are no legitimate objections, the name of the pre-pledge is carried over to the next round of voting. The next name is then read, and the process continues until all the pre-pledges have gone through the “black ball” round. The next round of voting begins with the reading of each name remaining on the list. After each name has been read, the floor is open for discussion on the qualifications of the pre-pledge for becoming a member of Phi Kappa Nu. After all discussion is finished, each active eligible to vote casts a ballot on each pre-pledge, using the following grading scale with plusses and minuses:

- A(4): Excellent qualifications for membership
- B(3): Good qualifications for membership
- C(2): Average qualifications for membership
- D(1): Weak, but with potential
- F (0): Unqualified for a bid

The pre-pledge must receive an average above 2.70, compiled from the ratings of all voting members, in order to receive a bid. All members shall respect the decisions of the group. Whatever is said during voting is confidential and is not to be repeated outside of the room.

## **V. FINANCE**

- b. Only signers may sign checks. If a signer other than the Treasurer signs a check, the Treasurer must be notified immediately.
- c. Only signers may withdraw cash from the account. However, withdrawing funds from the account is seriously discouraged and should be limited to emergency situations only. The Treasurer must be notified immediately of all cash withdrawals.
- d. Money transfers to personal accounts are not permitted.
- e. All members have the right to review financial statements at anytime.

## **2. Procedures for Reimbursement**

- No member of Phi Kappa Nu should ever be coerced, compelled, and/or persuaded to use personal funds for group activities. With that said, occasionally the group will forget to purchase or obtain everything needed for an event. When a member uses personal funds for a group event, the member should follow these reimbursement procedures:
  - a. Present an itemized receipt at the next general meeting.
  - b. Move to be reimbursed for said items under the Treasurer's report.
  - c. Receipts must be presented, and reimbursement requested, within two months of the event or

upon successful passage of this amendment. The amount shall be applied retroactively for the current year, and those that have already raised money in fundraising activities will be counted. The monetary obligations shall be split in half between the two semesters.

2. Realizing that incentives must be created, the following shall be implemented.
  - a. Until a member of Phi Kappa Nu raises one-hundred percent of the monetary amount for the year, he is allowed to keep up to fifty percent of all he makes at any fundraising event.
  - b. After the monetary amount has been met, he is allowed to keep up to seventy-five percent of all he makes at any fundraising event until the total monetary amount he has raised for Phi Kappa Nu is double the predetermined amount.
  - c. After this is met (two-hundred percent of the monetary amount is raised), he is allowed to keep up to one-hundred percent of all he makes at any fundraising event.
  - d. Only 100% is necessary to be in good standing. Creating a three-tier system: 0-100% Keep up to 50% of funds personally raised (needed for good standing) 100-200% Keep up to 75% of funds personally raised (optional) 200%+ Keep up to 100% of funds

They must pay 110% of the monetary amount they have yet to raise.

4. The penalty for not raising the proper funds for the semester shall result in being in social probation until those obligations are met.

5. Special cases, such as off-campus study, shall be considered and the proper deductions shall be negotiated with the Fundraising Chair and Triumvirs.

6. The Fundraising Chair shall be responsible to provide at least five opportunities to fundraise during the course of the academic year. The Fundraising Chair would be held responsible by the Triumvirs for any further fundraising obligations.

#### **D. Fees**

1. Signing up for any event – service and fundraising– and failing to show up to that event will result in a \$5.00 fee to be imposed on the offending individual.
2. The fee will be waived if the individual notifies the chair of that event that he is unable to attend 24 hours prior to the event.
3. The respective chairs are responsible for signing up individuals for events. After the event, the chairs must submit the names of those that failed to attend to the

## **1. Judicial Procedures**

In the procedures outlined below no abstentions from voting shall be allowed, and neither the accused nor the accuser shall vote at any time.

### **a. Presentation of Problem**

The first step is for an active member to present the grounds for deactivation in a letter, including the name of the accused. The accused has the right to defend himself at the next meeting. Even if the accused does not appear, the accuser shall present the problem to the group. The accused, if present, may defend himself after the problem has been presented.

### **b. Discussion of Problem**

The group shall discuss the problem to determine whether further action is warranted. A vote by show-of-hands shall follow the discussion. The approval of at least 75% of those voting is required to initiate further action.

### **c. Resolution of Problem**

The accuser must propose a resolution of the problem based on the severity of the offense, along with a fair deadline for the resolution to be instituted. Approval of the resolution requires at least 75% of those voting to indicate their agreement by a show of hands. If the problem is resolved within the approved time limit, as confirmed by the Triumvirate, the accused member shall be released from further disciplinary action. If the problem has not been

## **2. Personal Complaint**

Any member may sometimes find it necessary to initiate deactivation procedures against another member in order to defend the integrity or morale of the group.

## **3. Mental or Physical Harassment**

No member of Phi Kappa Nu shall force another member into a position of excessive mental or physical discomfort. All members reserve the right to refuse participation in any activity. Any member found to be in violation of this policy shall be subject to deactivation procedures.

## **B. Immediate Deactivation**

### **1. Academic Suspension**

If at any time any member of Phi Kappa Nu, including actives and members on probation, has a cumulative GPA less than 2.50, that member shall be placed on academic suspension. Members on academic suspension shall be prohibited from attending Phi Kappa Nu social functions, prohibited from voting, and ineligible to hold an office in Phi Kappa Nu. In addition, a member who remains on academic suspension for four consecutive terms shall be deactivated. Terms that shall be considered consecutive include, but are not limited to, the final term of a year and the first term attended the following year, terms that precede and follow vacation terms or study abroad. The term in which a member is informed of their academic

## **A. Preliminary Consideration**

A written document is not as flexible as situations sometimes require. Therefore, it may be necessary, on occasion, to amend this Constitution. When an amendment is proposed, however, the group shall consider carefully its likely effects on the integrity of our commitment to the five-fold purpose of Phi Kappa Nu.

## **B. Amendment Procedures**

The procedures for amending this Constitution are as follows:

### **1. Prior Presentation**

The proposed amendment(s) must be presented at no less than two scheduled group meetings for open discussion by the members.

### **2. Notification of Advisor(s)**

Advisor(s) from faculty or administration shall be given advance copies of the proposed amendment(s).

### **3. Voting**

The proposed amendment(s) shall be brought to a vote at a scheduled meeting of the group, following the two meetings at which it is discussed as prior presentation. Approval of the proposed amendment(s) requires 75% of the active members to vote in favor.

### **4. Approval by College Authority**