

**BYLAWS OF
THE UNIVERSITY OF APPALACHIA COLLEGE OF PHARMACY
RHO CHI PHARMACEUTICAL HONOR SOCIETY
DELTA ALPHA CHAPTER**

These bylaws have been approved by the membership of the Delta Alpha Chapter of the Rho Chi Society on the 28th Day of April, 2008.

Article I

A. Name

The College of Pharmacy at the University of Appalachia shall have a chapter of the national honor society, Rho Chi. This organization, established in 2008 is to be formally known as the Rho Chi Pharmaceutical Honor Society, Delta Alpha Chapter and shall be referred to as the Delta Alpha Chapter.

B. Mission/Vision

It is the object of the Rho Chi Society to promote scholarship, fellowship and recognition of the highest attainments in the pharmaceutical sciences.

C. Regulations

(1) All meetings shall be governed by the latest revision of Robert's *Rules of Order*.

(2) A quorum shall be defined as 51% of the student members on campus during that semester. In the event that a quorum cannot be obtained, a vote-by-mail or vote-by-email may be obtained polling all eligible active student members.

3) Any matters which do not affect the permanent status of the Delta Alpha Chapter or its governing bylaws shall be decided by a majority of members present, after a quorum is established.

4) Any matters which affect the permanent status of the Delta Alpha Chapter or alter its bylaws must pass by amendment.

a. Any proposed amendment, must be announced at least one a full month before a vote is taken.

b. Any proposed amendment shall require three-fourths of active members' vote.

D. Due and Fees

(1) Finances shall be obtained in the following ways:

- a. Initiation fees shall be assessed as stipulated in Article II, section B, of these bylaws.
- b. When deemed necessary by the chapter, additional assessments shall be determined and collected from all student members of the Delta Alpha Chapter to meet current expenses. The amount shall be decided by a three-fourths of active members' vote three-fourths quorum vote.
- c. On occasions that the Delta Alpha Chapter finds its expenses exceed those which can be met by a nominal assessment of the student members, an appeal shall be made to all alumni members of this chapter which is not the general way that business is normally to be conducted.
 - (i) Such expenses are recognized as those to be incurred in administering the First Year Award, or carrying out any other similar project.
 - (ii) Alumni members shall include members who have graduated and honorary members as defined in the national bylaws.

Article II

A. Membership

(1) To be eligible for membership in Delta Alpha Chapter of the Rho Chi Society, professional entry-level students must:

- a. have completed 33 percent of the total required professional hours toward the degree in Pharmacy.
- b. have a minimum professional grade point average (GPA) of 3.2 as a second year pharmacy student or 3.0 as a third year student and have an overall GPA >3.0, and
- c. have an overall GPA greater than or equal to the second highest letter grade in all courses required for their degree.
- d. be in the top twenty percent of their pharmacy class.

(2) In the event that more than twenty percent of a class would have a GPA in excess of the minimum requirements scholastically, the top twenty percent shall be selected. In the case of students with equal GPA's who fall on the twenty percent cutoff, an interview shall be conducted. The interview shall assess the student's involvement in extracurricular activities such as organizations affiliated with the school of pharmacy (ASP, Honors, etc.), service projects, and pharmacy based experience.

(3) Calculation of GPA shall be performed identically to the University of Appalachia's registrar's office.

(4) The professional GPA shall include all courses taken under the pharmacy school curriculum, including the professional electives.

B. Initiation

(1) To become an active member, any candidate must have accepted the invitation for membership into Delta Alpha Chapter and must pay the initiation fee.

(2) The initiation fee shall be in accordance with National Rules. This fee includes the cost of:

- a. Rho Chi Key Pin
- b. Rho Chi Certificate
- c. Rho Chi Constitution, Bylaws and History
- d. Rho Chi National Dues
- e. Delta Alpha Chapter Dues

(3) Upon initiation into the Delta Alpha Chapter, each initiate shall receive the following at the Induction Ceremony:

- a. Membership Certificate
- b. Engraved Rho Chi Key
- c. National Rho Chi Report, and
- d. Rho Chi Constitution, Bylaws and History

Any further initiation arrangements shall be decided by the Delta Alpha Chapter as desired.

Article III

A. Officers

(1) The Delta Alpha Chapter shall elect ten officers each year. A President, President-elect, Vice President, Vice President-elect, Treasurer, Treasurer-elect, Secretary, Secretary-elect, Historian, and Historian-elect shall be elected with one of each representing the fall and spring semesters.

(2) The Officers shall be elected from the P3 class and the Officer-elects shall be elected from those Rho Chi members belonging to the P2 class. In the event that the number of such members becomes insufficient to fill these positions, graduate and faculty members shall be eligible for the remaining offices.

(3) Elections shall be carried out in the following manner:

- a. Elections shall be held in the Spring before the next initiation. These newly elected officers shall become active in these offices the following Fall and Spring after their election.
- b. Candidates eligible for offices shall be nominated and elected from the rising P2 members.
- c. Each member shall vote by secret ballot for each of the offices.
- d. The new officers will be installed during the induction ceremony.
- e. In the event of a vacancy of the presidency, the vice president shall take over the presidency. A vacant vice president position will be filled by the vice president-elect. Any remaining vacant offices will be filled by respective officer-elects. If for any reason officer-elects are not available to fill the position than the position will be filled by appointment from the Faculty Advisor in consultation with the remaining officers.

(4) The office of the Faculty Advisor shall be filled by a faculty member appointed by the Dean of the School of Pharmacy. Such appointment shall occur periodically according to the needs of the Chapter.

B. Duties

- (1) The duties of the President shall be as follows:
 - a. To preside over all meetings of the Chapter.
 - b. To present the First Year Rho Chi Award to its recipient annually.
 - c. To obtain the name and award needed to present the annual Rho Chi award.
 - d. To arrange the place and time of Chapter meetings, and to notify all members of these arrangements. The notices of these meetings shall be posted on the bulletin board at least one week in advance.
 - e. To report to the National Secretary at the opening of each school year the names and addresses of the Delta Alpha Chapter's Officers, and to report promptly any changes in this list which may occur during the year.
 - f. To welcome or appoint another member to welcome the first year students during orientation and to present a brief overview of Delta Alpha Chapter's activities and admission requirements.
 - g. To maintain and uphold the bylaws of the Delta Alpha Chapter and the National Organization.

- (2) The duties of the Vice President shall be as follows:
 - a. Together with the Secretary, to make the necessary arrangements for the annual service project.
 - b. To notify all successful candidates, in writing, of their invitation to Delta Alpha Chapter membership.

- (3) The duties of the Secretary shall be as follows:
 - a. To keep a written record of all Chapter business.
 - b. To prepare and give to the President those items needed for the initiation ceremony.
 - c. To keep an up-to-date record of all past and present members of the Delta Alpha Chapter.
 - d. To complete and return to the national secretary all votes on petitions, and to place the individual petitions on file locally.
 - e. To serve on such committees as are designated in the by-laws

- f. To preserve in permanent form all information of interest to the Delta Alpha Chapter and all past records of the Delta Alpha Chapter.
- g. To prepare at the end of each semester, a resume of the Delta Alpha Chapter's activities during that semester and place it on file locally for future reference.

(4) The duties of the Treasurer shall be as follows:

- a. To prepare at the end of each semester, a statement of the finances of the Delta Alpha Chapter.
- b. To collect the initiation fees and assessments.
- c. To pay from the Delta Alpha Chapter's treasury all expenses which are approved by Chapter motion.
- d. To determine, with the President, a suitable reimbursement for the delegate to the national Rho Chi meeting.

(5) The duties of the Historian shall be as follows:

- a. To obtain a picture of all Rho Chi members annually with all officers located in the front row. The picture should remain at the University.
- b. Keep an ongoing history of the Delta Alpha Chapter to remain at the University.