



SOUTHERN
ADVENTIST UNIVERSITY

Southern Scholars

CONSTITUTION
OF THE HONORS COUNCIL OF SOUTHERN
ADVENTIST UNIVERSITY
February 2016

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PREAMBLE

We, the honors students of Southern Adventist University, believe that the Southern Scholars program should exist to enrich the life and intellectual development of each Southern Scholar. For the attainment of that purpose we compose this constitution of the Honors Council to ensure the standardized operation of the program; to safeguard its existence and leadership from year to year; to delineate the rights, expectations, and privileges of its members; and to establish a precedent of academic distinction that will grow and thrive in the interminable future.

ARTICLE I: General Provisions

Section 1. Name.

The name of the honors program of Southern Adventist University shall be Southern Scholars. The body governing Southern Scholars shall be the Honors Council. Members of Southern Scholars shall be called Southern Scholars or Scholars.

Section 2. Program.

Southern Scholars is an honors program. An honors program consists of a community of scholars who complete an honors curriculum under the instruction of honors professors. The program exists independently of clubs and other university-related organizations.

Section 3. Class Standing.

With the exception of students transferring from another college or university, class standing within the Scholars program shall be determined by the number of years a Scholar has attended Southern Adventist University, regardless of the credit hours he or she has earned. First-year students shall be members of the Freshman Scholars class; second-year students, the Sophomore Scholars class; third-year students, the Junior Scholars class; and fourth-year students, or greater, the Senior Scholars class. Students transferring from another college or university shall enter the class corresponding to the number of University-approved credit hours he or she has attained.

Section 4. Funding.

The University budget shall fund Southern Scholars.

ARTICLE II: Organization

Section 1. Honors Council.

Offices of the Honors Council shall include that of President, Vice President, Executive Assistant, Special Events Coordinator, and Member-at-Large.

- **Section 1.1. President.**

The responsibilities of the president shall include casting the vision for the Honors Council, generating event ideas, authorizing program initiatives, calling and chairing meetings of the Honors Council, attending meetings of the Honors Faculty Council, and serving as the public representative of the Southern Scholars program.

- **Section 1.2. Vice President.**

The responsibilities of the Vice President shall include overseeing the freshman mentoring program, aiding and advising the President in initiating events and proposals, preparing the Council budget for each Council meeting and managing all Council finances, and serving as either the public representative or Faculty Honors Council representative in the President's absence.

- **Section 1.3. Executive Assistant.**

The responsibilities of the Executive Assistant shall include:

- Planning Faculty Honors Council meetings and recording meeting minutes
- Monitoring the program and scholarship eligibility of each Southern Scholar
- Conducting special project research (compiling past records and annual reports)
- Managing recruitment and applications, senior project deadlines and forms, and all submission deadlines
- Creating and conducting Honors Council elections via electronic polling site
- Advising Scholars on scheduling and participation
- Serving as the graduation liaison between the program and the Student Dean's office

- Section 1.4. Special Events Coordinator.
The responsibilities of the Special Events Coordinator shall include planning and implementing the social and off-campus events, utilizing signage to promote events, regularly updating the Southern Scholars media pages, photographing events and maintaining all other public displays belonging to the program.
- Section 1.5. Member-at-Large.
The responsibilities of the Member-at-Large shall include representing the opinions of the Scholars community at Honors Council meetings, recording minutes at Honors Council meetings, and emailing those minutes to all Scholars.

Section 2. Compensation.

The Executive Assistant and Special Events Coordinator shall be compensated for their work as student employees of Southern Adventist University and the Southern Scholars program. The Director and SAU Office of Human Resources shall determine their rate of pay.

Section 3. Eligibility.

To be eligible to serve on the Honors Council, candidates shall be in academic standing in accordance with the Scholars program's retention policy and shall hold no other student offices. The Director shall approve each candidate prior to his or her candidacy for office.

Section 4. Election and Appointment to the Honors Council.

Election to the offices of President, Vice President and Member-at-Large shall occur within the four weeks prior to winter semester examinations on a date decided by the Honors Council. The Executive Assistant shall announce the upcoming election via email at least two weeks prior to the date of election, and all Southern Scholars members shall be eligible to run for office. On the date of election, candidates shall give speeches expressing their commitment to the program and plans for its betterment. Each candidate shall receive three minutes to speak. The Director shall appoint the offices of Executive Assistant and Special Events Coordinator.

Section 5. Terms of Office.

The President, Vice President, and Member-at-Large shall serve a one-year term beginning the day after the University's spring graduation ceremony.

All outgoing officers shall be eligible to stand for reelection at the conclusion of their terms.

Section 6. Office Vacancy.

In the event that the office of President becomes vacant, the Vice President shall assume the role of President and an election shall be held to replace the Vice President. In the event that the office of either Vice President or Member-at-Large becomes vacant, an election shall be held to replace him or her. The Executive Assistant shall notify all Scholars of the vacancy and request candidates for replacement via email. Candidates shall be given one week to express their interest to the Director, and the replacement election shall occur within two weeks of the vacancy. It shall follow the election procedures outlined on page 6.

ARTICLE III: Director

Section 1. Title.

The faculty-head of the Scholars program shall be called the Director.

Section 2. Duties.

The Director shall oversee the activities of both the Scholars program and the Honors Council and conduct administrative duties beyond those of the Honors Council. Those duties include communicating with other honors programs, approving candidates and appointing members of the Honors Council, and serving on the Faculty Honors Council.

ARTICLE IV: Meetings

Section 1. Agenda.

The President shall compose an agenda prior to each meeting of the Honors Council.

Section 2. Minutes.

The Member-at-Large shall record minutes of Honors Council meetings and email them to all Scholars at the conclusion of each meeting.

Section 3. Quorum.

Honors Council meetings shall have four out of five voting members present to achieve quorum. The President must be present for a meeting to occur, and the Director may attend when he or she chooses.

Section 4. Voting.

The President shall conduct a vote at his or her discretion. The Director, President, Vice President, Special Events Coordinator, and Member-at-Large shall, when he or she is present, possess one vote. The Executive Assistant does not possess the power to vote. In the event of a tie, voting must occur until the tie is broken. Decisions made by a majority vote of the Council members present at Honor Council meetings shall be binding.

Section 5. Frequency.

The Honors Council shall meet a minimum of one time per month. The Honors Council should strive to meet every two weeks.

ARTICLE V: Amendments

A unanimous vote from the Honors Council, approval from the Director, and a simple majority vote from all Scholars shall be necessary to amend the Constitution. Scholars' votes may be collected via paper ballot, email, or online polling engine.

ARTICLE VI: Ratification

The 2016 Southern Scholars under Director Dr. Mark Peach and incoming President Molly Theus ratified this Constitution with two-thirds majority approval at a meeting of all Scholars on 21 February 2016. The votes were recorded as follows:

Yeas:

Nays: 0

Dr. Mark Peach, Director

A handwritten signature in blue ink that reads "Mark Peach". The signature is written in a cursive style with a large initial 'M'.

Molly Theus, President

A handwritten signature in blue ink that reads "Molly Theus". The signature is written in a cursive style with a large initial 'M' and a long horizontal flourish at the end.

ARTICLE VII: Bylaws

Section 1. Purchases.

The President shall approve purchases exceeding \$100 made by Honors Council members.

Section 2. Curriculum Modifications.

The Director shall notify the President of all modifications to the Southern Scholars curriculum.