



***MU STATE
KAPPA KAPPA IOTA***

STANDING RULES

REVISED 2023

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MU STATE KAPPA KAPPA IOTA **STANDING RULES**

BUSINESS AND FINANCE

1. All accounts shall be shown on financial records and presented to members of the Executive Committee and to the State Convention.
2. Any expenditure over the line item in the approved budget must receive prior written approval of the State Executive Committee.

No person shall take any legal action on behalf of the State Chapter unless directed to do so by the State Executive Committee.

BYLAWS AND STANDING RULES CHANNEL OF COMMUNICATION

Bylaws are the official rules under which our organization operates. Revisions to the Bylaws require a seventy-five (75) day notice to chapters prior to a vote being taken.

Standing Rules are also official rules, but they can be amended by a majority vote of the delegates present at a State Convention without previous notice being given.

1. State Bylaws
 - A. State Bylaws submitted for review shall be sent to National Headquarters.
 - B. The Executive Director shall disperse copies of the Bylaws to each member of the National Bylaws Committee.
 - C. Committee members shall review the Bylaws and send comments to the Bylaws Chair by the date given for recommendation.
 - D. The National Bylaws Chair shall compile the comments and correspond with the State Chair as to any suggestions for change.
2. Local Bylaws
 - A. Local Bylaws submitted for review shall be sent to State Bylaws Chair.
 - B. The Chair and committee members shall review the Bylaws and send comments as to suggestions for change to the Local Chapter.

COMMITTEES

1. All Standing and Special Committee Chairs shall submit written reports to the State President by Fall Workshop,
2. All Standing and Special Committee Chairs shall submit final written reports to be included in the Convention Report Book to the State President by April 1.

COMMUNICATIONS

1. Printing or distribution of any official publications, with the exception of bulletins sent to all members, shall have received prior approval of the State Executive Committee.
2. The Recording Secretary shall keep media of all Executive Committee meetings and the State Convention meetings of the Board of Directors and the General Assemblies. The media shall be purchased at state expense and shall be retained for a period of two (2) years.
3. To be reimbursed for an official telephone call, a Committee Chair must submit a copy of the chair's monthly telephone bill.

EXECUTIVE COMMITTEE

1. The Executive Committee shall make decisions consistent with the provisions in the Bylaws.
2. The Executive Committee shall study needs and develop recommendations for presentation to the members regarding the welfare of the organization.
3. The Executive Committee shall conduct any business that occurs between regularly scheduled meetings.
4. The Executive Committee shall supervise the expenditures of funds in accordance with the budget.
5. The Executive Committee shall review all proposed amendments to the Bylaws and all Bylaws Revisions.
6. The Executive Committee may approve the selection of a special project based on recommendations from the Special Projects Committee.
7. All members of the Executive Committee shall submit a written yearly report of all official visits. The report shall include the date, place visited, and the reason for the visit. If paid expenses are involved, the report shall include the amount and by whom it shall be paid (Local Chapter or State Chapter).
8. All State Executive Committee members (elected and appointed) shall submit written reports to the State President by Fall Workshop and April 1 of each year.
9. The Executive Committee shall give scholarships from available funds.

EXPENSES

1. Executive Committee
 - A. The State Chapter shall reimburse the State President at least \$900 for travel, housing, registration, and expenses for required meals when attending the National Convention and National Board of Directors meeting.
 - B. The State Chapter shall reimburse the State President at least \$600 for travel, housing, and expenses for required meals when attending the meeting of National Executive Committee and State Presidents in Tulsa.
 - C. The State Chapter shall reimburse the retiring State President at least \$700 for travel, housing, registration, and expenses for required meals when attending the National Convention and National Board of Directors meeting.

C. Committee Chairs

All chairs of State Committees with budgeted funds shall submit any bills with receipts to the treasurer by June 15, so all bills can be paid by June 30.

FEES AND DUES

1. New Member/Active Member
 - A. National initiation fee for a new member shall be \$50.00, and MU State's initiation fee shall be \$20.00 for the fiscal year in which the person is initiated. Local fees shall be specified by the local chapter.
 - B. National membership dues thereafter shall be \$50.00. MU State dues thereafter shall be \$20.00 and local dues shall be specified by the local chapter.
2. Life Memberships
 - A. National fees for Honorary and Associate Life Memberships shall be \$500.00.
 - B. MU State fees shall be waived and local fees shall be specified by local chapters.
3. Campus/Collegiate Kappa
 - A. National initiation fee for a new Campus/Collegiate Kappa member shall be \$25.00.
 - B. MU State Campus Kappa dues shall be \$5.00
 - C. Local dues shall be specified by the local chapter.
4. Inactive Member is a member in good standing who is unable to participate because of the member's infirmities or extreme family circumstances.
 - A. National fee for an Inactive member is \$25.00 which is paid by the local chapter.
 - B. Mu State fee thereafter shall be \$10.00 which is to be paid by the inactive member in order to remain in good standing at the state level annually. (This is to cover the cost of an inactive member in receiving all Kappa Kappa Iota publications and communications until the state level states it is no longer feasible.)

HONORARIUMS

1. Gifts
 - A. The gift given by MU State to the retiring State President will be selected and presented by the newly installed president at the state meeting.

- B. A gift, not to exceed \$50, will be presented to the National President if in attendance at the state meeting or at the President's Reception at the National Convention in the same year. The gift will be selected by the current State President.
- C. The gift, not to exceed \$50, will be presented to a national officer if in attendance at the state meeting. The gift will be selected by the current State President.

MYERL LANGFORD INCENTIVE AWARD

The Myerl Langford Incentive Award was established by MU State Kappas in 1999 in recognition of fifteen years of dedicated service as MU State's Treasurer. The monetary award of twenty-five dollars (\$25.00) will be presented each year at the MU State Fall Workshop and at the State Convention to the MU State Local Chapter with the most members in attendance. Twenty-five dollars (\$25.00) will be presented at the State Convention to the MU State Local Chapter initiating the most new members for the year.

EUDORA KEMP CHAPTER OF THE YEAR AWARD

The Eudora Kemp Award was established by MU State Kappas in 2009 in recognition of accomplishments for meeting MU State expectations and for exemplifying the qualities of Faith, Courage, Loyalty, Honor, and Love. The monetary award of one hundred dollars (\$100.00) will be given by the Past State Presidents. The Chapter that meets the highest standard from a total of 100 points will receive the award at the State Convention. The criteria for the award will be set by the current MU State President.

JEWELRY, OFFICIAL KAPPA KAPPA IOTA

- 1. Wearing the Kappa Pin
 - A. Every Kappa shall wear the Kappa pin with dignity.
 - B. The Kappa pin may be worn at any time to promote good public relations.
 - C. To be displayed properly, place the right thumb at the base of the neck, with the fingers slightly spread. The pin shall be placed where the little finger ends.
 - D. The Kappa pin may be worn on a separate background, but to lend to the dignity, only the official Kappa pin shall be placed on this background. Other Kappa jewelry may be worn with discretion.
 - E. Current presidents shall wear the gavel guard with the head up.
 - F. Past presidents shall wear the gavel guard with the head down.

2. Disposition of Kappa Kappa Iota Jewelry
 - A. Jewelry items may be buried on the deceased Kappa.
 - B. The jewelry may be retained by the family.
 - C. The jewelry may be used as a living memorial for each local chapter president.
 - D. The jewelry may be used as a living memorial for each state president.
 - E. The jewelry may be given or sold to local or state chapters of Kappa members.
 - F. The National President's Pin may be returned to National Headquarters upon the death of a Past National President.

MEETING OF THE MU STATE CHAPTER

1. Annual Meetings

MU State Chapter shall have two annual meetings:

 - A. Fall Workshop-the fourth Saturday in August
 - B. State Convention-the last Saturday in April
2. Expenses

MU State will pay the hostess chapter \$100.00 for expenses for the State Convention. The remainder of the operating expenses shall be paid by the hostess chapter.
3. Regions

MU State Kappa Kappa Iota may be divided into regions to be determined, as needed by the Executive Committee. Regions may facilitate planning State Conventions and other activities.
4. Rotation Schedule of State Conventions

2024	Region 3	Rho-Brookhaven
2025	Region 1	Alpha Delta-Ripley
2026	Region 4	Beta-Columbus
2027	Region 2	Gamma-Booneville
2028	Region 1	Iota-Ripley
2029	Region 2	Eta-Corinth

MEMORIAL

A memorial of twenty-five dollars (\$25.00) will be given from the MU State treasury to the National Scholarship Fund upon the death of a Past State President, a Past National President, a member of the current MU State Executive Committee, or a member of the current National Executive Committee upon the memorial service at the State Convention.

PRESIDENTS' COUNCIL

Where there are two or more chapters in one region, a Presidents' Council may be established. The council shall be composed of presidents and vice-presidents of the chapters, and may be organized to plan combined meetings, programs, visitations, or other activities or projects of interest to chapters. Attendance at Regional Council meetings shall not be substituted for attendance of MU State meetings.

PRESIDENT'S PIN

Nannie M. Whitten, Past National President, donated her State President's pin for each current MU State President to wear during her tenure of office. At the Installation of Officers it will be pinned on the newly elected MU State President.

ROSTER

As early as possible in the fall the State President shall be responsible for publishing a state directory/roster.

SCHOLARSHIP

1. An applicant for a State or National Scholarship must have been a member for at least three (3) years with the exception of the Retired Educator Grant and National Past State Presidents which must be at least five (5) years in membership to apply for those scholarships and the Imogene Hardon Campus/Collegiate Scholarship in which the Campus/Collegiate Kappa has been a member for at least 1 year.
2. The State Scholarship applications must be received by the State Scholarship Chair by April 1.
3. The scholarship recipient should be present at the State Convention, if at all possible.

4. The three MU State Scholarships shall be named in honor of Christine Reeves Mercer, MU State founder, Nannie M. Whitten, Past National President, and Imogene M. Hardon, Blue Mountain College Campus/Collegiate Kappa founder. The Reeves-Mercer Scholarship will alternate annually with the Nannie M. Whitten Scholarship. The Imogene M. Hardon Campus/Collegiate Kappa Scholarship was established by MU State for a member of Campus/Collegiate Kappa Kappa Iota. The \$300.00 scholarship will be awarded according to the National Campus/Collegiate Kappa Scholarship guidelines and presented at the Mu State Convention.
5. National Scholarship applications must be received by the National Scholarship Chair by June 1.
6. The recipient of a National Scholarship shall submit a written report to the National Executive Secretary within one year after receiving the scholarship.
7. Each State Scholarship recipient shall submit a written report to the State President within one year of receiving the scholarship.
8. After the State Scholarship recipient has been selected by the Scholarship Committee and approved by the State Executive Committee, the applicant or the State Scholarship Chair shall send the Scholarship application to the National Scholarship Chair and also to each member of the National Scholarship Committee.

PAST STATE PRESIDENTS' ORGANIZATION

The Past State Presidents met at the 2005 MU State Convention in Brookhaven for the purpose of organizing the Past State Presidents' Organization. The organization was approved by the General Assembly at the MU State Convention in April, 2006.

The organization shall assist MU State Kappa Kappa Iota in any way possible and shall meet during the time of the MU State Convention.

These standing rules can be amended by a simple majority of the voting delegates at a State Convention at anytime without previous notice being given. These Standing Rules were adopted April 29, 2023 at the MU State Convention.