



Lambda Alpha

National Collegiate Honors Society for Anthropology

National Office
Department of Anthropology
BB315
Ball State University
2000 W. University Avenue
Muncie, Indiana 47306-0435

July 12, 2013

Dr. Christopher Loy
Department of Sociology, Social Work & Anthropology
Christopher Newport University
1 University Place
Newport News, VA 23606
757-594-7785

Dear Dr. Loy:

Thank you for your interest regarding the formation of a Lambda Alpha chapter. Enclosed you will find an information sheet listing requirements for chapter affiliation, a copy of our National Constitution, as well as our recent annual newsletter. We hope the enclosures (please keep for your future chapter file) will answer most of your immediate questions.

Following are just some of the attributes of Lambda Alpha:

1. As an honor society, Lambda Alpha serves to recognize superiority, providing incentive for exceptional performance.
2. Individual chapters are free to organize their own programs, therefore, an opportunity is provided for faculty and students to work together on mutually advantageous projects.
3. The editorial policy of the *Lambda Alpha Journal* provides for fifty-percent of its space to be reserved for student publication. By doing so, it offers a unique occasion for students to see their work in print on a national level.
4. The winning of an annually awarded national scholarship provides \$5000 to a deserving graduating senior majoring in anthropology. Also, the Lambda Alpha Graduate Research Grant (of varied amounts) is designed to encourage overseas thesis field research. Faculty sponsors of the chapters are notified of application requirements and deadline of March 1st in January of each year. Only applicants from chartered chapters qualify to compete for these awards.

Please do not hesitate to contact me, preferably via bdifabio@bsu.edu (or 765/285-5297) if additional questions arise. On behalf of our National Executive Secretary, Dr. Mark Groover, we are looking forward to welcoming your institution to Lambda Alpha!

Sincerely,

A handwritten signature in cursive script that reads "Barbara".

Mrs. Barbara Di Fabio, Administrative Coordinator



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2000 W. University Avenue
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October 25, 2013

Christopher Loy, Ph.D.
Dept. of Sociology & Anthropology
1 University Place
Christopher Newport University
Newport News, VA 23606-2949

Dear Dr. Loy:

Your chapter application materials are accepted. Enclosed is a set of blank 3"x5" membership cards. Your chapter will be named: THETA VA (using the Greek alphabet Alpha through twenty-fourth Omega for each State) with the receipt of the charter fee of \$25. The applicants, whose names are submitted on this initial set of membership cards - PLEASE TYPE NAMES ON A SEPARATE SHEET OF PAPER to avoid errors - will be the charter members of your chapter, and listed on your 11"x17" charter certificate.

Please return to me:

1. Fully completed 3"x5" lifetime membership cards with university and chapter name/state filled in, and signed by faculty sponsor. Type the "charter" members on a separate sheet.
2. Membership fee checks/MO (payable to: **Lambda Alpha**) for \$25 per member - we prefer one check/MO issued from the department/university account, or faculty sponsor.
3. The charter fee of \$25 – rec'd. MO14-761290683 dated 10/4/13.
4. A list of chapter officers; and the name and E-mail address of your chapter's faculty sponsor (the person who signs the membership cards for the applicants) – Christopher Loy, Ph.D, christopher.loy@cnu.edu.

New members may wish to order cloisonné tie tack pins bearing the Lambda Alpha emblem for \$10, or satin stoles to wear over academic gowns for \$25. Please use the order form enclosed or in the back of our annual newsletter.

We would like to have a copy of your chapter's bylaws when prepared, but submission of bylaws is not necessary for chartering.

On behalf of Mark Groover, Ph.D., National Executive Secretary, we are delighted to have your institution join us, and await your reply.

Sincerely,

A handwritten signature in cursive script, appearing to read "Barbara E. Di Fabio".

Mrs. Barbara E. Di Fabio, Administrative Coordinator

Theta VA
CHAPTER/STATE CODE
(to be named upon receipt of charter fee)

New website:

<http://cms.bsu.edu/Academics/CollegesandDepartments/Anthropology/LambdaAlpha.aspx>

Dear Faculty Sponsor:

To aid you in your responsibilities, I suggest a folder/binder for your chapter consisting of membership lists, Lambda Alpha National Constitution, chapter by-laws, order form for stoles/pins, and other pertinent information. This will create a smooth transition in the event you wish to turn over your duties to a new faculty sponsor. Please inform me/the National Office of such a change and new e-mail address to bdifabio@bsu.edu.

FACULTY SPONSOR RESPONSIBILITIES:

Seek out exceptional students and offer the lifetime membership - refer to Article III of the Lambda Alpha National Constitution.

Fill in your university name and your **chapter/state code** before giving the membership card to the applicant. Confirm the student's qualifications as well as their personal data by your signature, then submit the lifetime membership application 3x5 card to the National Office with the fee (I prefer a personal check from the faculty sponsor for the total, payable to Lambda Alpha). Please use your **chapter/state code** on e-mail subject line and on the memo line of checks.

Inform graduating chapter members of the order form (duplicate for future use) in the back of the Annual Newsletter for stoles and pins – allow 3 weeks for delivery.

Make information available to chapter members to apply for the senior scholarship and graduate overseas research grant–guideline sent to the faculty sponsor in late December or early January with a March 1st deadline.

Prepare and submit an annual report – refer to Article VII:Sec. 9- of your chapter's activities and programs prior to April 1st. Your report, including pictures, may be selected and edited for the *Lambda Alpha Annual Newsletter* which is printed in November.

When your chapter is established, supervise the preparation of by-laws of the club with a copy submitted to the National Office.

I prefer to correspond with the faculty sponsor, to avoid confusion, with the use of your **chapter/state code** in the subject line via e-mail: bdifabio@bsu.edu, or the postal service. If you must phone, call 765/285-5297 on Tuesday or Thursday afternoons, or other days leave a message including your **chapter/ state code**. You may appreciate knowing it generally takes 2-3 weeks for the chapter faculty sponsor to receive the lifetime membership certificates/gold ID cards, and stoles/pins – especially in March, April, and May. This is because I work part-time, as well as our calligrapher lives in northern Indiana.

Please e-mail your request for more membership cards and the amount you need anytime your supply is low.

In appreciation,
Mrs. Barbara Di Fabio/Lambda Alpha National Office
Dept. of Anthropology/BB315/2000 W. University Ave.
Ball State University
Muncie, IN 47306-0435

updated 10/21/13

NATIONAL CONSTITUTION
LAMBDA ALPHA
NATIONAL COLLEGIATE HONORS SOCIETY FOR ANTHROPOLOGY

ARTICLE I: NAME

The name of the organization shall be the National Collegiate Honors Society for Anthropology, LAMBDA ALPHA, founded at Wichita State University. The name LAMBDA ALPHA is composed of the initial letters of the Greek words **LOGOS ANTHROPOU**, meaning "The Study of Man".

ARTICLE II: PURPOSE

The purpose of the society shall be to encourage and stimulate scholarship and research in Anthropology by recognizing and honoring superior achievement in the discipline among students, faculty and other persons engaged in the study of Anthropology.

ARTICLE III: MEMBERSHIP

Section 1: Any person who is or was an officer, member of the teaching staff, graduate student, junior or senior in college, university or other institution of higher learning where there is a chapter of Lambda Alpha, may be elected to membership by a majority vote of the chapter under the supervision of at least one chapter faculty member or by a committee of chapter faculty members. No person may be denied membership in Lambda Alpha by reason of race, color, creed or national origin.

Section 2: Minimum requirements for active student membership shall be:

- a. Undergraduates must be currently enrolled and have completed not less than twelve (12) semester hours or the equivalent in academic Anthropology. Undergraduates must have an average grade in these courses of not less than "B" or 3.0 and a cumulative quality point average of not less than 2.5.
- b. Graduate students must be in good departmental standing with a 3.25 cumulative quality point average.
- c. Faculty members in good standing in the institution, who are connected with the disciplines of Anthropology and/or Sociology are automatically eligible for membership.
- d. In those institutions with a joint Sociology/Anthropology department, Sociology courses not to exceed six (6) semester hours may be included for membership qualifications.
- e. Alumni of any qualified institution may become members of any such chapter within five (5) years of graduation provided the same qualifications for undergraduate or graduate students, whichever applied, are met. A person so elected shall become a member upon receipt by the National Office of his/her written acceptance, payment of the national fees, and issuance by the National Executive secretary of the

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prescribed credentials and not before such action. Alumni members may not vote or hold office unless admitted to active status by a local chapter.

- f. A chapter may admit to active status anyone who has been a member of any chapter at any time.
- g. Special exemption from the application of any of the above principles of eligibility may be granted only by the National Executive Council on the request of a collegiate chapter showing special circumstances and good reasons for such exemption.
- h. The National Executive Council may, from time to time, recognize distinguished service in Anthropology by election to honorary membership and granting official credentials to persons who, by their outstanding contributions and achievements in Anthropology, have merited such distinction. These persons shall pay no dues or fees of any kind.
- i. Each chapter shall review prospective members to determine their eligibility at least twice during each academic year.
- j. All persons eligible for initiation shall pay an initiation fee, determined by the National organization, to the National treasury. This fee shall constitute a life membership fee and no national dues, fees or other assessments shall hereafter be imposed. The national membership fee shall entitle each member to a membership card and a diploma of membership.

ARTICLE IV: NATIONAL OFFICERS

Section 1:

- a. The National officers shall be a National President, National Vice-President and National Secretary-Treasurer. Additional National Vice-Presidents may be elected as the circumstances require. All officers are elected by the National Executive Council by a majority vote and shall hold office for two (2) years, beginning their term on the day they are elected or on another date specified at the time of their election and continuing in office until their successors are duly elected and qualified. Such officers may be eligible for reelection and advancement.
- b. Each chapter may submit the names of nominees for national office upon the call for such nominations by the National Executive Secretary. Nominations must be received at the National Office within thirty (30) days following the date of the call for nominations.
- c. Only active members of Lambda Alpha shall be eligible to hold National office.

Section 2: It shall be the duty of the National president to execute the orders and policies of the National Executive Council and to report annually upon the work of the Society during the current year and to make recommendations for the future development of Lambda Alpha. He shall preside over all meetings of the National Executive Council.

Section 3: It shall be the duty of the National Vice-President to assist the National President and to preside in his absence.

Section 4: It shall be the duty of the National Secretary-Treasurer to receive and account for all funds of the Society allocated to him. He shall also keep an accurate record of all actions taken by the National Executive Council.

Section 5: In the event of the death, removal or resignation of the National President or the National Vice-President, the vacancy shall be filled by national officers who shall move up in rank to the next higher position. In the event of the death, removal or resignation of the National

Secretary-Treasurer, the vacancy shall be filled by appointment by the National President for the balance of the term, subject to confirmation by the National Executive Council.

ARTICLE V: NATIONAL EXECUTIVE SECRETARY

Section 1: The National Executive Council shall appoint a National Executive Secretary to administer the business office of the Society. He/she shall be a person of recognized academic qualifications and successful administrative experience.

Section 2: It shall be the duty of the National Executive Secretary to act as Executive Office to the National Executive Council; to execute the policies of the Council; to conduct all business and correspondence of the Society, except as otherwise specified; to deliver to the National Secretary-Treasurer and secure his receipt for all funds which the National Executive Council shall direct him to deliver; and to disburse to all persons, funds required to the continued operation of the Society. The National Executive secretary shall be responsible for the enrollment of members, the granting of charters, the maintenance of membership files, the issuance of credentials and all similar business of the Society.

ARTICLE VI: NATIONAL EXECUTIVE COUNCIL

Section 1: The National Executive Council shall consist of the National President, the National Vice-President and any additional National Vice-Presidents as may be elected, the National Secretary-Treasurer, the National Executive Secretary, the Editor-in-Chief of the *Journal* and members-at-large, who shall be recognized members of the faculty of institutions in which there are active chapters of Lambda Alpha. All members of the National Executive Council shall share equally in the powers and responsibilities of managing the affairs of the Society.

Section 2: All business of the National Executive Council shall be conducted by correspondence, except in the event of a meeting convened by the National President, at a time and place as shall be agreed upon by the majority vote of the members of the Council. Members of the Council may vote by proxy on any question.

ARTICLE VII: CHAPTER ORGANIZATION

Section 1: Collegiate chapters may be established only in colleges, universities or other institutions of higher learning which are on the accredited list of the Association of American Universities or of their Regional Accrediting agency; which are thoroughly prepared to maintain such chapters; which have a sufficient number of trained faculty members and adequate library and other such facilities to offer students training of high quality in Anthropology. Such institutions should offer a bachelor's and/or graduate degree in Anthropology or a combined degree in Sociology-Anthropology. Applications for chapters of Lambda Alpha must have the approval of the administration of the institution and the support of a representative number of faculty in the disciplines of Sociology and Anthropology in the institution seeking a charter

Section 2: The charter of a new chapter shall be issued only after the payment of a chapter establishment fee, to be determined by the National Executive Council, and the required membership fees.

Section 3: Each chapter shall elect its own officers from its active members. These shall include a President, Vice-President and any others as desired to carry out the duties of Secretary and Treasurer. The duties of these officers shall be those customarily assigned to such officers.

Section 4: Each collegiate chapter shall have a Faculty Sponsor who shall be its certifying officer and who shall maintain responsibility for all chapter funds. All communication with the National Executive Secretary shall be with the chapter Faculty Sponsor.

Section 5: Each chapter shall prepare a set of by-laws wherein are stated such rules as are necessary for conduction the business of the chapter. The National Constitution and By-laws

shall take precedence over any chapter by-laws and no provision in the by-laws of any chapter shall be contrary to those of the National Constitution.

Section 6: Within the limits of the National Constitution and By-laws, each chapter shall have full charge of its program of activities.

Section 7: All chapters may impose upon their membership any local dues, fees and assessments as they deem desirable for local purposes.

Section 8: A chapter may be disbanded and its charter revoked only by unanimous vote of the National Executive Council. A chapter may voluntarily surrender its rights and privileges by surrendering its charter to the National Executive Council, through the National Executive Secretary, and by filing written notice of such action.

Section 9: Each chapter shall make an annual report to the National Executive Secretary concerning its activities, programs and membership during the preceding academic year. This report shall be forwarded to the National Executive Secretary not later than April 1 of that year.

Section 10: In the event that a chapter does not initiate any new members for a period of two (2) consecutive years, it shall be subject to review by the National Executive Council.

ARTICLE VIII: PUBLICATIONS

Section 1: The Society shall maintain an official Journal, to be known as the Lambda Alpha *Journal of Man*, which shall constitute the official organ of the National Collegiate Honor Society for Anthropology, LAMBDA ALPHA.

Section 2: The National Executive Council shall appoint an Editor-in-Chief of the Journal who shall be an accredited faculty member of an academic institution which maintains a chapter of Lambda Alpha.

Section 3: The Editor-in-Chief shall have custody of all funds acquired for subscription to the Journal and shall disburse those funds as required for publication and distribution. The subscription costs of the Journal shall be established by the National Executive Council upon the recommendation of the Editor-in-Chief.

Section 4: It is the responsibility of the Editor-in-Chief to see that the Journal is published at regular intervals. The number of issues shall be determined by the Executive Council with the recommendation of the Editor-in-Chief. The Journal shall maintain a high level of academic scholarship.

Section 5: All articles submitted for publication are subject to review by the editorial staff of the Journal. A minimum of fifty (50%) percent of the space available for publication shall be reserved for student articles and papers. If insufficient student papers are submitted, the Editor-in-Chief shall have the right to accept additional qualified papers and articles from other sources.

ARTICLE IX: BY-LAWS

Section 1: The National Executive Council shall have the power to make, alter, amend or repeal such by-laws as it may deem necessary for the proper administration of the affairs of the Society. Proper notice must be given to all chapters of any proposed change. In the event that chapters are requested to vote on any matter proposed by the National Executive Council, the time limit on the return of all votes shall be thirty (30) days from the date of the mailing of the proposal from the National Office. In matters of urgency, this time limit may be reduced. Each chapter shall be considered, in these matters, to have one vote. Chapters not returning votes within the prescribed time limit shall be considered as voting affirmatively.