



In order to honor and distinguish those individuals who, during their career at Stevens, have faithfully observed the principles of the Honor System, have supported activities, have displayed a spirit of fellowship, and have manifested their leadership, we do hereby enact and ordain these:

## **Bylaws of Khoda**

### **Article 1. Purpose, Aims, and Specific Duties**

Section 1. The members of Khoda shall act to ensure that student organizations are properly supported. Traditionally, special consideration is given to organizations with far-reaching impact. Historically, those have included the Student Government Association, the Ethnic Student Council, the Honor Board, , The Student Faculty Alliance and the Stute.

Section 2. The members of Khoda are to either meet with the young alumni representative to the Board of Trustees or prepare a report outlining student initiatives and concerns prior to each Board Meeting. Afterward, a meeting should be held with the young alumni representatives to the Board of Trustees and the membership of Khoda to learn about the proceedings of the Meeting.

Section 3. A "Safety Walk" should take place each semester preferably with the VP of Facilities, VP of Enrollment, Member of the Stevens Police or a member from their respective offices, and members of Khoda. The walk will address campus infrastructure in need of repair and any concerns regarding student safety.

Section 4. The membership of Khoda will make every effort to conduct a Koffee Klutch each semester. The aims of this event shall be to address concerns with Honorary members and/or faculty and staff.

Section 5. The membership of Khoda will send out a, minimum one per semester, "Katch Up" newsletter to inform both honorary and alumni members of current issues the membership is working on.

Section 6. Each initiation shall be coordinated with the adviser, or Honorary member that will be able to acquire a venue of choice. Important Faculty, Administrators and Honorary Members must be notified of the newly elected members promptly following the induction ceremony.

## **Article 2. Membership Elections**

Section 1. The membership may not exceed twelve members per graduating class. It is not necessary, however, to maintain a membership of twelve members in each class. Ideally, an equal number of members should be elected each semester.

Section 2. Honorary and Alumni Members should be consulted before voting to recommend students for membership.

Section 3. Approval for election to membership shall be  $(K-1)/K$  where K is the number of active members. The voting shall be open.

Section 4. Prior to Tapping, the list of potential members must be given to the Dean of Student Life for review.

Section 5. Candidates shall be chosen for membership in Khoda in up to two separate elections.

Section 6. New members shall be notified of their election and installed at Tapping and Initiation Ceremonies. In the event a new member is not present at the ceremony, the individual will be verbally notified the following day by an active member of his or her membership in Khoda.

Section 7. Alumni membership is automatically conferred by the graduation of a member and is lifelong.

Section 8. Honorary membership may be conferred by the active organization upon any members of the Stevens Community who have distinguished themselves and who take an active part in life at Stevens. The candidate's qualities must conform to those of any active member and must be elected by a unanimous vote. Honorary members have the rights and privileges of Alumni members.

1. Active member of the faculty, staff or alumni.
2. Shows an earnest desire to act in the best interests of the Student Body
3. Manifest a spirit of cordiality and geniality.
4. Active and outstanding on the Stevens Campus.

The final judgment of the candidate's personality and suitability rests with the active members.

## **Article 3. Executive Board Elections**

Section 1. Elections for the Executive Board will take place in the spring of each year.

Section 2. Each Executive Board position has a one year term.

Section 3. Any member may be nominated for any position.

Section 4. Although any member may be nominated for any position, a member may not hold a position on the Executive Board if they are simultaneously the SGA President, ESC President, Stute Editor-in-Chief, or Honor Board Chair.

Section 5. A majority vote of the voting membership is required for election to the Executive Board.

## **Article 4. Executive Responsibilities and Duties**

The Executive Board consists of the President, Vice President, Secretary-Treasurer, Sergeant at Arms, Historian.

Section 1. The President is responsible for maintaining campus contacts and arranging meetings. It is advised, but not mandatory, that the President be a fifth year student with one year of experience within the organization.

Section 2. The Vice President is responsible for any duties the President cannot complete.

Section 3. The Secretary-Treasurer is responsible for writing and maintaining minutes, and managing the Tapping and Induction Ceremony Books..

Section 4. The Sergeant at Arms is responsible for maintaining rituals and order during meetings.

Section 5. The Historian is responsible for maintaining the membership records and writing the semesterly "Katch Up" newsletter.

### **Article 5. Discipline**

Section 1. Any conduct by a Member of the Society that is detrimental to the goals of the society may be presented by any other Member in writing to the Membership for voting. Approval of  $\frac{3}{4}$  voting membership is required to decide guilt as well as resultant discipline. A Member in question may not vote in a matter concerning themselves.

Section 2. Attendance is important. Excessive unexcused absences may result in loss of voting rights if deemed necessary by  $\frac{3}{4}$  of voting membership.

### **Article 6. Amendments**

Section 1. Proposed amendments to this constitution or bylaws must be presented in writing to the active members of Khoda. Before an amendment becomes a part of the constitution or bylaws, it must receive a vote of three-quarters of the active members.

The bylaws were written and approved January 23, 2008

The bylaws were amended and approved on May 4, 2013

The bylaws were amended and approved on May 13, 2014

The bylaws were amended and approved on March 2, 2016

The bylaws were amended and approved on March 4, 2018