



**Beta Alpha Psi International Honors Society • Zeta Phi Chapter  
Tennessee Tech University**

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College of Business Administration • *Department of Accounting and Business Law*  
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September 1, 2009

Dear Potential Pledges,

Welcome! It is a pleasure to have you with us. We are excited that you are considering joining the Zeta Phi Chapter of Beta Alpha Psi.

What is Beta Alpha Psi? Beta Alpha Psi is an international honors organization for accounting, finance, and information systems majors. The purpose of the Zeta Phi Chapter is to further enhance the comprehensive collegiate experience of those students who have chosen to become financial information professionals by exemplifying the ideals of professionalism, service, and innovation for which Beta Alpha Psi stands.

Ask any of our members! They will attest to the many benefits that come with membership in Beta Alpha Psi. The Zeta Phi Chapter strives to provide opportunities for: professional growth through networking; academic advancement through recognition; personal growth through community service; and association through peer support.

More specifically, our chapter facilitates and/or assists with many events such as Meet-the-Firms Night and the BAP annual golf tournament. At these events, members and pledges have the opportunity to network with current professionals and develop a sense of professionalism. Additionally, our organization conducts weekly meetings in which we invite current financial professionals to speak about their chosen profession. Through these meetings, members and pledges are given the chance to learn more about the opportunities that lie ahead of them. Finally, our organization gives members the opportunity to make contacts and develop friendships with current classmates and future colleagues.

Please read through the information attached. This packet is designed to provide you with information regarding membership with Beta Alpha Psi. However, if you have any questions, please do not hesitate to ask. We sincerely hope that you will consider joining Beta Alpha Psi. Making the decision to join Beta Alpha Psi will be one more step in securing a bright future.

Sincerely,

Stacy Jolley  
Chapter President

## **Our History**

### What is Beta Alpha Psi?

Beta Alpha Psi is an international honors organization for financial information professionals which include accounting, finance and information systems majors.

Its stated purpose includes recognizing scholastic and professional excellence in the fields of accounting, finance, or information systems with the provision of opportunities for self-development and association among members and practicing business professionals; and encouragement of a sense of ethical, social, and public responsibility.

Beta Alpha Psi was founded in 1919. By 2009, there will be 263 chapters on college and university campuses with over 300,000 members initiated since its formation.

### What does my local Chapter have to offer?

We are the Zeta Phi Chapter No. 159.

Formed in 1983, we are a member of the Southeast Region and have maintained Superior Chapter Status for the last eight fiscal years.

The purpose of the our Chapter is to further enhance the comprehensive collegiate experience of those students who have chosen to become financial information professionals by exemplifying the ideals of professionalism, service, and innovation for which Beta Alpha Psi stands.

The Zeta Phi Chapter strives to maintain Superior Chapter status by becoming the superlative source for professional, academic, and personal growth of those students at Tennessee Tech who have chosen such a career.

The objectives of this Chapter are to provide opportunities for: professional growth through networking; academic advancement through recognition; personal growth through community service; and association through peer support.

The values for which we stand include integrity, charity, community, and excellence.

## How to Become a Pledge/Member

### Requirements for entering into and satisfactorily completing pledge status.

Any individual with an interest in pledging the chapter must make his or her intention known in writing prior to the 1<sup>st</sup> meeting in October for fall pledges or prior to the last meeting in February for spring pledges.

All pledges (hereafter referred to as chapter affiliates) are required to sign an authorization form stating that:

- (a) the Chapter Bylaws have been
- ~~(b) and;~~ the requirements for initial and continuing membership in Beta Alpha Psi are
- ~~(c) understood~~ is an ongoing awareness that the faculty advisor will be reviewing their transcripts to ensure eligibility.

To complete pledge status and be initiated, chapter affiliates must earn hours by attending and participating in designated Beta Alpha Psi functions including attending the required number of weekly meetings. Any affiliate who does not meet the requirements will be moved from active to inactive status, and the affiliate will not be included in the ongoing operation of the chapter and its activities.

A chapter affiliate who fails to accumulate the required number of hours during the pledge semester will not be initiated.

A chapter affiliate who fails to accumulate the required number of hours but has exemplified the ideals for which the organization stands will be allowed to begin the membership process again the following semester.

The executive committee can grant waivers of the hour requirement only in special circumstances.

### Requirements for initiation into the chapter

Any chapter affiliate with an interest in becoming a member of the Zeta Phi Chapter of Beta Alpha Psi must make his or her intention known in writing at least one week prior to the Tuesday before Thanksgiving for fall initiation or the Tuesday before April 15<sup>th</sup> for spring initiation.

Any chapter affiliate with an interest in becoming a member must be in good standing with the University, the College of Business, and the Zeta Phi Chapter.

Active members are required to vote for or against each chapter affiliate under consideration for membership in the Zeta Phi Chapter of Beta Alpha Psi

The vote is to be scheduled on the Tuesday before Thanksgiving for fall initiates and on the Tuesday before April 15<sup>th</sup> for spring initiates.

A formal initiation for approved Chapter Affiliates shall be held by the last Friday of each semester (exclusive of finals week) at which time each Chapter Affiliate shall be presented with a Certificate of Membership and an insignia pin.

### Requirements for membership in the chapter

Degree seeking undergraduate students and non-degree Post-Baccalaureate students at institutions in which a chapter is located shall be eligible for election to membership after having:

- (a) declared a concentration in accounting, finance, or information systems;
- ~~(b)~~ completed, in addition to two years of collegiate business and non business courses (junior-level status), at least one upper level course in the chosen major (numbered 3000 and above, for transfer students the most recent qualifying course must be at the initiating institution or another AACSB accredited institution); and
- (c) attained a cumulative grade average in upper level courses in the chosen major of at least 3.0 (where A is equal to 4.0) or the equivalent; and
  - 1. having attained at least a cumulative grade average of 3.0, or
  - 2. having achieved a rank within the top 35% of their university class, or
  - 3. having attained at least a 3.25 cumulative grade average on the most recent 30 semester hours. Degree seeking graduate students (e.g., MPA, MACC, MBA, MS, PhD, etc.) at institutions in which a chapter is located shall be eligible for membership if majoring, concentrating, or have stated an interest in accounting, finance or information systems. Full-time members of the accounting, finance, or information systems faculty at institutions in which a chapter is located are eligible for election as faculty members.

Persons exhibiting those qualities that Beta Alpha Psi fosters and who have:

- (a) achieved prominence in the fields of accounting, finance, or information systems, contributed significantly of their time and talent to the organization or its local chapters are eligible for election as honorary members.

### Fees and continuing dues.

Dues must be paid on or before the close of business on the 1<sup>st</sup> Tuesday in October for the fall semester and on or before the close of business on the last Tuesday in February for the spring semester. Pledge (chapter affiliate) dues shall consist of a one-time national fee, determined by the organization, and of the required semester fee for members. The one-time national fee includes lifetime membership in Beta Alpha Psi.

## **Attendance/Participation Requirements**

### Weekly Meetings (7 hours)

- Chapter Maintenance
- Professional Speaker

### Professional Hours (10 hours)

- Annual/Regional Meeting Attendance
- Weekly meetings with speakers
- Meet-the-Firms/Golf Tournament Attendance
- Career Day/Fairs
- TTU Career Development Sessions
- TTU Guest Speakers

### Service Hours (6 hours)

- Community Service Day
- Accounting Lab
- VITA Program
- Donations
- Volunteering
- Non-paid Tutoring in ACCT (matched 1:1)

### Chapter Maintenance Hours (5 hours)

- Meetings with the purpose of Chapter Maintenance
- Meeting set-up/clean-up
- Envelope stuffing/posting flyers
- Officer/Chair positions
- Committee member/delegation of duties

### Accounting Lab Hours (5 hours)

- Tutoring basic business and accounting students during scheduled times
- Substitute with structured/documented tutoring sessions

### Fundraising Hours (2 hours)

- Sale of items w/donations counting for up to 1 hr total credit per semester Participation in planning phase of fundraising events

## **Description of Activities**

### Accounting Lab

- Pledges will tutor students in principles of accounting course material
- Members will tutor students in intermediate I and cost accounting

### VITA (Volunteer Income Tax Assistance) Program

- Tech has been chosen by the IRS as free tax preparation site
- Certified members and pledges will prepare tax returns for the community

### Guest Speakers

- There will be seven professional meetings this semester
- Topics will include those chosen by the students

### Golf Tournament

- Area firms will send three person teams to participate in the event
- This is our biggest fundraiser during the spring semester

### Chapter Maintenance

- There will be seven maintenance meetings this semester
- Details of chapter events and planning will be communicated

### Fundraising

- Participation in the planning stages of the golf tournament
- At least one other event to be announced

### Organization Events

- The Southeast Regional Meeting is scheduled for March 3-4 in Nashville
- The Annual Meeting is scheduled for August 2-4 in Washington, DC
- Posting resume to national database

### Social Events

- The Progressive Dinner will be sponsored by faculty & staff of the College of Business
- Ice Cream Social at the Marble Slab in Cookeville
- At least one other event to be announced

### Presentations

- The Chapter has been selected to present at the Best Practices Competition
- Promoting careers in accounting and membership in BAP to minority affairs students
- Promoting careers in accounting to Basic Business students
- Promoting careers in accounting at Cookeville High School

## **Are You a Professional?**

*“Professionalism isn’t just a set of appearances – neatness, good grooming, “shop talk” and the like. Nor is it just technical skill; many technically skilled people are not really professional. Professionalism is, rather, a set of internalized character strengths and values directed toward high-quality service to others through one’s work. In their daily work, whatever it may be, real professionals show these inner strengths and attitudes – sound judgment, know-how, business savvy, mature responsibility, problem-solving perseverance and ingenuity, along with what people call “class”.... They show self-respect in their work. They are conscious that their work reflects their inner character. Their work is, among other things, a statement of their personal commitment to excellence of performance. They don’t see work as just a job to be done or merely a source of “spending money;” they see work as service to others. They labor toward the betterment of other people, directly or indirectly; thus they’re both task-oriented and people-oriented... They tend to see problems as challenges and opportunities, not burdensome “hassles” to be avoided. They have a long-term habit of approaching problems confidently and optimistically. They don’t let indecision or fear of failure lead to paralysis. They do the best they can with what they have... They have a high level of personal responsibility and respect for others’ rights... They tend to have an intense dislike for gossip or otherwise uninformed criticism... Even off the job, professionals demonstrate admirable character... Their personalities show tasteful self-restraint combined with concern for others and love of life – in a word, ‘class.’”*

*—James B. Stenson, Educational Consultant*

## Agreement on Responsibilities

Member

Pledge

As a member or pledge of Beta Alpha Psi, you are expected to maintain a high level of professionalism.

This professionalism requires a certain level of academic achievement, regular attendance at Beta Alpha Psi functions, and active participation in Beta Alpha Psi activities.

Please sign this form only if you have read and are willing to accept the requirements of Beta Alpha Psi outlined in the Chapter Bylaws and summarized in this informational packet.

I, \_\_\_\_\_, do hereby agree to the terms of membership/pledge-status contained herein.

I understand that by signing this agreement I have dedicated myself to improving the Zeta Phi Chapter of Beta Alpha Psi by actively participating and by encouraging the active participation of my fellow members/pledges.

Furthermore, I understand that a lack of participation and/or encouragement will be a detriment to the Chapter and that if this situation is not avoidable, I must declare my inability to participate in writing and deliver it to the Faculty Advisors or to the Executive Committee as soon as possible.

Print Name Signature

This form is required for current members and pledges. Please return this form to the Accounting Department in JH210 by Tuesday, February 28<sup>th</sup>.