IEEE Eta Kappa Nu (IEEE-HKN) How to Establish an Chapter

Fern E. Katronetsky
IEEE-HKN Executive Director
19 August 2011
IEEE – HKN MERGER

What is IEEE-HKN?

- **First honor society within IEEE**

- An Honor Society is an organization, within a specific academic discipline, that:
  - Recognizes excellence among peers
  - Recognizes students who excel academically or as leaders among their peers

- Formed on 1 September 2010 following a merger between IEEE and Eta Kappa Nu Association (HKN)

- Dedicated to encouraging and recognizing excellence in the IEEE-designated fields of interest

- Membership consists of students, alumni, and other professionals who have demonstrated exceptional academic and professional accomplishments
Why IEEE-HKN for Students?

- Membership in IEEE-HKN recognizes a student's academic achievement, as well as his/her potential as a leader, both in school and in their professional careers.
- IEEE-HKN will have programs that explicitly identify and encourage young potential leaders while they are still undergraduate students.
- IEEE-HKN will recognize and organize faculty leaders and outstanding young practitioners.
- Having a category called IEEE-HKN Member can be a powerful inducement:
  - Maintain retention of Students, or Graduate Students, as members of IEEE after graduation.
  - IEEE’s only categories of honor recognition for regular Members is Senior Member and Fellow.
IEEE-HKN CHAPTERS

First Steps to Establishing a Chapter

- University/College must offer undergraduate or graduate degree programs leading to a first professional degree in an IEEE-designated field of interest (typically Bachelor of Science, or Bachelor of Engineering, and in some areas Master of Science or Master of Engineering)
- All programs must meet the requirements of a recognized regional or professional accrediting agency
- Department Chair, Dean, School Chancellor, and other appropriate administrators must support formation of a chapter on campus
- A minimum of eight (8), and no more than 20, eligible students must be identified to establish a new chapter, submit specific paperwork, and become charter members of the chapter
- A Faculty Advisor to the chapter must be appointed
IEEE-HKN CHAPTERS

Who is qualified for membership?

- Students pursuing courses leading to a first professional degree in an IEEE-designated field of interest and who have completed
  - At least one-third of the degree requirements and who have a cumulative scholastic rank in the upper fifth of their class
  - One-half of the degree requirements and who have a cumulative scholastic rank in the upper quarter of their class
  - Three-fourths of their degree requirements and have a cumulative scholastic rank in the upper third of their class
IEEE-HKN CHAPTERS

Who is qualified for membership? (cont’d)

- Graduate Students who have graduated with a first professional degree from a school of recognized standing and possess the same scholastic and other qualifications required for undergraduate candidates
- Faculty members whose principal areas of professional interests fall within the IEEE-designated fields of interest
- Professionals who have done meritorious work in an area that falls within one of the IEEE-designated fields of interest
IEEE-HKN CHAPTERS

Other requirements

- Candidate shall be a member of IEEE or join simultaneously at time of induction
- Induction fee in 2011 is USD 50.00
- Induction fee in 2012 is USD 60.00
  - Includes 1-year *FREE* membership to Student Members and Graduate Student Members
  - Includes 2-year subscription to *The Bridge*
IEEE-HKN CHAPTERS

What must be submitted to establish a chapter?

- A written statement (letter) in support of the formation of the new chapter on campus
- A statement (letter) detailing the IEEE Technical Fields of Interest degree programs at the University
IEEE-HKN CHAPTERS

- What must be submitted to establish a chapter? (cont’d)

  - A letter (petition) signed by the charter members to form the chapter
  - A **Notice of Election of Officers Form** listing the interim chapter officers and Faculty Advisor responsible for chapter formation and subsequent operation

IEEE-HKN CHAPTERS

What must be submitted to establish a chapter? (cont’d)

- A New Member Requisition Form listing charter members’ contact info and graduation date
  http://hkn.org/admin/hkn_new_member_requisition.pdf
- Proposed Chapter Bylaws meant as guidelines for governing the chapter
  http://www.hkn.org/admin/documents.asp
IEEE-HKN has an Awards Program

- Chapter Awards
- Student Awards
IEEE-HKN has an Awards Program

- Teacher Awards
- Technical Achievement Awards
- Service Awards
For more information, visit www.hkn.org

or contact

Fern Katronetsky
IEEE-HKN Executive Director
+1 732 562 3932
f.katronetsky@ieee.org

or

Alissa Rothstein
IEEE-HKN Program Manager
+1 732 465 7817
a.rothstein@ieee.org
Visit us at the IEEE-HKN Exhibit Booth in the Golden Gate Ballrooms (next to Educational Activities and MGA)

Come to our Breakout Session on How to Establish an IEEE-HKN Chapter Sunday - 1:30 – 2:45 P.M. (Salon 1)
QUESTIONS ??