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

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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

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- 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 <u>one-third of the degree requirements</u> and who have a cumulative scholastic rank in the upper fifth of their class
    - <u>One-half of the degree requirements</u> and who have a cumulative scholastic rank in the upper quarter of their class
    - <u>Three-fourths of their degree requirements</u> and have a cumulative scholastic rank in the upper third of their class

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■ 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

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- 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*

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- 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

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■ 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
http://hkn.org/pdfs/notice_election2010.pdf

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- 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

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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 ??