



<https://minnkota-region.ptk.org/>

2023-2024 Regional Officer Chapter Application

Candidate Name:

Chapter:

College:

Potential Financial Commitment for College/Chapter

Regional Officers (ROs) are expected to develop relationships with officers of chapters across the Region by initiating contact through email and telephone, and in some cases by visiting chapters, speaking at inductions, etc... To effectively plan and work together, ROs will incur travel and food expenses.

The Regional Budget covers the cost of the ROs food and lodging for all *regional* activities, including training, meeting, and conferences. However, there may be other costs associated with the position that are not covered by the Region. Since ROs serve as a more public face of their chapter, they should be working with and be supported by the chapter in their efforts. ROs are giving extra time from their academic, life, and work schedules; therefore, it would not be appropriate to expect them to contribute personal finances to serve. The “appropriate financial commitment” to which chapters and colleges agree herein is an attempt to address this.

Since serving as a Regional Officer is a unique leadership opportunity for both members and chapters, our hope is that college leadership will be willing to agree to a reasonable financial commitment. Estimates range from \$250 to \$500 for travel and food expenses that may or may not already be covered by the chapter. As part of responsible leadership training, the expectation would be that the RO would follow all college/chapter policies for requesting college/chapter funds for approval prior to travel. Advisors may contact the Regional Coordinator at any time to discuss and confirm any requests.

Regional Office Candidate Intent to Run

We have read the proposed plans of the Phi Theta Kappa Chapter on our campus and support this member’s campaign for regional office. We are willing to provide the necessary guidance and accept the appropriate financial commitment if this member is elected to regional office.

Signature of Advisor

Date

Signature of College President or Designee

Date



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Campaign Components and Guidelines

Members who intend to run for a Regional Office should visit the regional website and our region's Google Classroom for additional information and resources to prepare for the regional officer campaign.

Submit the following via email to the regional coordinator, jamie.mahlberg@rctc.edu, before the application deadline on **March 3, 2023**:

1. Signed Regional Office Candidate Intent to Run (page 1).
2. Upload an *unlisted* video to YouTube of the candidate's stump speech and share the link when you submit this application. Share the link in the email with your completed application.
3. Attach the candidate's information piece that will be distributed during the campaign.
4. Completed Advisor Support questions (page 3).
5. Signed Regional Officer Honor Code (page 5).

Only *one* member from a chapter can run for Regional Office. The Minn-Kota Region operates using a collaborative and inclusive team model of leadership. The four regional officers share equal responsibility for the goals, activities, and outcomes of the region.

Required Regional Officer Training

All Regional Officers who are elected/appointed must attend Regional Officer Training and subsequent training, planning, and regional events deemed appropriate by the Regional Coordinator. More details can be found on the regional website.



PHI THETA KAPPA HONOR CODE FOR REGIONAL OFFICERS

MISSION STATEMENT

The purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among institution students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence.

INTRODUCTION

In support of the Society's Mission Statement, the Phi Theta Kappa Board of Directors adopts this Honor Code as a declaration of the high standards of conduct to which Regional Officers are held. This Honor Code is not simply a set of rules and procedures governing Regional Officers' academic conduct, nor is it a legal contractual obligation of Phi Theta Kappa or the Regional Officer; it is an opportunity to put personal responsibility and integrity into action. Regional Officers will abide by this code which liberates them to serve the Region and the Society in an atmosphere of mutual confidence and respect. The success of the Code depends upon the support of the Region. Infractions should be reported to a chapter advisor, who may communicate this information to the Regional Coordinator.

HONOR CODE

As a Regional Officer...

I will conduct myself at all times in a manner that reflects positively on myself, my chapter, my region and the Society.

I place as a priority continued academic excellence.



I am committed to maintaining an environment which recognizes the dignity of each individual member and encourages appreciation of diverse backgrounds, opinions and goals in life.

I am committed to honesty and integrity in personal, social, and academic endeavors.

I recognize that a successful Regional Executive Committee (or name of Regional Officer group) requires a team effort, and I pledge to work together to promote the Society's Mission.

I will work with the Regional Coordinator and the Society's leaders in the same spirit of cooperation I display in my dealings with others.

I will respond promptly, courteously, and positively to the concerns and requests of the Regional Coordinator and other Society constituents.

I will fulfill my responsibilities in an effective, efficient, and timely manner.

I will conduct myself in a manner which is respectful of others and worthy of respect from others.

I will dress appropriately for any and all occasions.

I will not engage in any conduct which may bring shame or disrepute to myself or diminish the reputation of my Region or Phi Theta Kappa.

I will not engage in any illegal activity or violate any stated policies of the Region or the Society.

I will not consume and will discourage the consumption of alcohol at Phi Theta Kappa functions.

I will not use or possess nor tolerate the use or possession of controlled substances.

SIGNED

Signature

Date