

# SIGMA IOTA RHO

*THE HONOR SOCIETY FOR  
INTERNATIONAL STUDIES*



## CHAPTER HANDBOOK

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*"Diplomacy is the art of letting someone else have your way."  
~Daniele Varè~*

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## INTRODUCTION

### *MESSAGE FROM THE NATIONAL DIRECTOR*

Much has been written about the challenges facing higher education today in terms of its mission to society to develop an educated and engaged citizenry. In addition to the problems of vocational training, the relevance of liberal arts and the humanities in a technologically-based society, we must confront the challenges posed by the impact of globalization dynamics on the social and economic structures shaping our jobs, welfare, and prospects for the future. It may be a truism that the demand for individuals who possess skill sets that can be transferred across occupations in the public and private sector is increasing, but it is empirically valid as evidenced by contemporary corporate hiring practices. To be competitive in today's world young people must integrate **technical skills** (writing ability; computer and database management; electronic presentations), **analytical skills** (the “compare and contrast” skills of English; mathematical or statistical skills; theoretical and applied economics), and facility in a **foreign language** — all anchored by strong program of study that has both **breadth and depth**. When we succeed in this, either from a programmatic perspective or when an individual student leaves college in possession of these intellectual and cognitive abilities, we can take pride in our work and accomplishments. But people, being social beings functioning in organizations that demand a means of segregating talent and identifying the best and highest achievers, seek a means to validate these characteristics. Colleges and universities do this through the credentialization process and the awarding of degrees. In addition, academic honor societies came into being to build a visible community of scholars and students with a shared interest in promoting their field of study and to recognize the very best among those who exhibit excellence in academic achievement, service to the community, and promotion and advancement of the field of study in question. Sigma Iota Rho serves this purpose for the community of students and scholars in what is variously described as international studies, international affairs, global studies, or international relations.

American higher education has faced a particular problem in the organization and administration of interdisciplinary fields and degree programs in general. With international studies, this problem has been exacerbated or magnified by the bureaucratic organization of universities and the historical embeddedness of the traditional disciplines within those structures. There are good reasons for this. The development of our field is rooted in the major international events of the 20<sup>th</sup> century. International relations primarily developed as a distinct subject in Great Britain and the U.S.—largely for reasons of the position these nations assumed in the major historical events of the twentieth century that have shaped human destiny: both world wars, the cold war, the expansion of transnational interactions in trade, finance, education, tourism and the consequent burgeoning interdependence of nations and peoples now referred to by the shorthand of “globalization.” More importantly, the environment of higher education in these countries facilitated the adaptation of new approaches and techniques as democratic traditions permitted the principle of academic freedom to be enunciated and elaborated in them long before it migrated to the continent and subsequently, around the world.

Membership in Sigma Iota Rho is intended not only to enhance the credentials of its members, though public recognition of the best and the brightest students in international studies is one of

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our main purposes, but is meant to encourage a life-long devotion to a better understanding of the world we live in and to promote continuing support for and engagement in education, service, and occupational activities that reflect the mission of Sigma Iota Rho. In that way we do not limit ourselves to once-a-year pats on the back during the induction of new members, but internalize the belief that our purpose for studying international affairs is not only to position ourselves to succeed in a globalized society, but to make the world we live in a better place through our contributions in our work and day-to-day life. This work begins in our local chapters on the campuses where Sigma Iota Rho has a presence. In this regard we hope you will “think globally, act locally” now and in the years ahead.



Frank Plantan, Ph.D.  
President & National Director of Sigma Iota Rho  
Co-Director, International Relations Program, University of Pennsylvania

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***ORIGINS OF THE HONOR SOCIETY***

***Background Rationale***

While the question of whether “IR” is an academic discipline may remain unresolved, international relations has been around as a separate subject since the end of the First World War. And while most majors in the subject continue to be located in political science, consensus remains that this subject can best be understood from an interdisciplinary perspective. The intellectual demands of the IR discipline account for its appeal to only the best students. Recognition of this field calls for special attention.

***Formation of the Society***

In 1983, the dean of the School of International Service at American University in Washington, D.C., observed during an initiation service for Pi Gamma Mu, the national political science honorary society, that a high proportion of the new inductees were actually IR majors who had taken enough courses in political science to qualify for membership. A degree program in IR had been offered since 1958, but no society existed to recognize achievement of honors. Informal consultation among honor students and faculty agreed that a new Society for International Studies (or International Relations) would be useful.

The dean sought the assistance of Professor Theodore Coulombis to designate the appropriate Greek letters standing for three basic qualities of the study of international relations. Sigma stands for “synesis,” the Greek word meaning prudence, iota for “ideodoi,” meaning ideals, and rho for “rhomi,” meaning power. The School of International Service at American University endorsed this development with enthusiasm.

On the basis of the standard similar to those of Phi Beta Kappa, students with outstanding academic records were invited to become the first twenty members of *Sigma Iota Rho*. The first inaugural dinner for twelve students was held in Washington on May 9, 1984, with the Chairman of the Board of Trustees, alumni, staff and faculty, including the founding dean, in attendance. The society was certified as a “recognized organization of the American University” by the Advisor for Organizations/Greek Life, Gwendolyn P. Miller, on August 22, 1984.

***Presentation to the International Studies Association***

The next logical step was to present the idea to an informal gathering of the International Studies Association. The annual meeting of this group of teachers and other practitioners from diverse disciplines, although mostly from the political science field, at the Omni Shoreham Hotel located in Washington, D.C., in 1985 provided the opportunity. Roughly twenty-five people took part in the discussion, which revealed considerable interest. A striking feature of the comment from faculty members from various colleges and universities was that IR students tended to be among the most outstanding, but they possessed little sense of identity with the field of international studies. It was generally agreed to take the idea to form a society back to respective campuses

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for reaction, with plans to report at the next meeting of the ISA whether any interest was shown in *Sigma Iota Rho*.

By the time of the 1986 ISA annual meeting in California, some had already taken steps to form *Sigma Iota Rho* chapter. Attendance at the second informal discussion concerning the new honor society was nearly double that of the previous year. A formal organizational meeting was held April 16, 1987 in the Palladium Room of the Omni Hotel in Washington. Roger Coate of the University of South Carolina was elected unanimously as the President of the meeting. Dean William Olson, also from the University of South Carolina, was chosen as Director of *Sigma Iota Rho*. Grant T. Hammond was selected President-elect. Twenty-six colleges and universities presented petitions for the establishment of local chapters.

On April 8, 1989, a Certificate of Incorporation was presented by Anne Piorkowsky to Angela Ford, Notary Public in the District of Columbia, who certified its acceptance.

William Olson, Ph.D.

Past President, Pro-Term

Professor of Political Science, School of International Service, American University

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*SYMBOLISM OF THE CREST*



The crest of the society draws on the meaning behind the three Greek letters that form its name. Sigma stands for “synesis,” meaning prudence, iota for “ideodoi,” meaning ideals, and “rho” for “rhomi,” meaning power.

**Colors:** **black** – knowledge and discretion necessary in international studies; **blue** – loyalty and sincerity that the scholars have towards the respective theoretical models; **red** – magnanimity and ferocity, attributes of many international actors.

**Branches:** laurel (left) represents honors and distinction, as the society aims at recognizing outstanding achievement in the field of international studies; oak (right) stands for lasting friendship that the society hopes to create among its members.

**Symbols:** shield represents preservation of academic freedom, world map stands for focus in international affairs; spider, falcon and lightning correspond to the qualities of prudence, ideals and power.

**Banner:** expands the letters Sigma Iota Rho on the top of the crest into “synesis,” “ideodoi,” and “rhomi”, emphasizing prudence, ideals and power, the three basic qualities of the study of international affairs.



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OUR CONSTITUENTS

CHAPTER GEOGRAPHY

*As of: September 2021*

SIGMA IOTA RHO  
HONOR SOCIETY FOR INTERNATIONAL STUDIES  
GEOGRAPHIC DISTRIBUTION MAP



Currently there are over 200 chapters spread across 41 states in the United States. Chapters are also located internationally, in the United Kingdom, France, and Iraq. This tally is projected to increase throughout the forthcoming academic year as new chapter applications are reviewed continuously on a rolling basis.

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**CHAPTER ROSTER**

*As of: May 2022*

**FRANCE**

Paris, American Graduate  
School of International  
Relations and Diplomacy

**IRAQ**

American University -  
Iraq, Sulaimani

**UNITED KINGDOM**

London, Hult College,  
International Business  
School

**UNITED STATES**

**ALABAMA**

Auburn University

University of Alabama -  
Birmingham

Montevallo, University of

Samford University

Spring Hill College

South Alabama, University  
of

**ARKANSAS**

Fayetteville, University of  
Arkansas

Little Rock, University of  
Arkansas

**CALIFORNIA**

California, University of -  
Berkeley

California, University of –  
Irvine

California, University of –  
Santa Barbara

California State University  
- Chico

California State University  
- Monterey Bay

California State University  
- San Marcos

Chapman University  
MAIS

Loyola Marymount  
University

Pepperdine University

Redlands, University of

San Francisco State  
University

University of the Pacific

**COLORADO**

Colorado, University of –  
Boulder

Colorado, University of –  
Denver

Denver, University of

**CONNECTICUT**

Bridgeport, University of

Fairfield University

Sacred Heart University

Trinity University

**DISTRICT OF COLUMBIA**

American University

Daniel Morgan Graduate  
School of National  
Security

George Washington  
University

Trinity Washington  
University

**DELAWARE**

Delaware, University of

**FLORIDA**

Bethune - Cookman  
College

Flagler College

Florida International  
University

Miami, University of

Rollins College

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South Florida, University of

Stetson University

**GEORGIA**

Brenau University

Covenant College

Georgia, University of

Georgia Gwinnett College

Georgia Institute of Technology

Georgia Southern University

Georgia State University

Kennesaw State University

Morehouse College

**IDAHO**

Boise State University

Brigham Young University (BYU), BYU - Idaho

**INDIANA**

DePauw University

Indiana University

Indiana University - Southeast

Indiana State University

Saint Mary's College

**ILLINOIS**

Bradley University

Chicago State University

De Paul University

University of Illinois – Urbana - Champaign

Lake Forest College

Loyola University - Chicago

North Park University

University of Southern Indiana

**KANSAS**

Kansas State University

Pittsburg State University

**KENTUCKY**

Kentucky, University of

Transylvania University

**LOUISIANA**

Louisiana State University

**MAINE**

University of Maine - Farmington

**MARYLAND**

Hood College

John Hopkins University

Loyola University – Maryland

Salisbury University

**MASSACHUSETTS**

Bentley University

Emmanuel College

Endicott College

Merrimack College

Mount Holyoke College

Stonehill College

Suffolk University - Boston

Tufts University

Wheaton College

**MICHIGAN**

Aquinas College

Hope College

Michigan, University of

Michigan State University

Western Michigan University

**MINNESOTA**

Concordia College

**MISSOURI**

University of St. Louis - Missouri

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Saint Louis University

Washington University -  
St. Louis

Webster University

**NEBRASKA**

University of Nebraska -  
Lincoln

University of Nebraska -  
Omaha

**NEW HAMPSHIRE**

New Hampshire,  
University of

**NEW JERSEY**

New Jersey, The College  
of

Ramapo College

Rowan University

Rutgers University – PG

Rutgers University - UG

Saint Elizabeth, College of

Seton Hall University

**NEW YORK**

Adelphi University

Canisius College

Cazenovia College

Fordham University

Iona College

Manhattan College

Mercy College

Nazareth College

New York University

Rochester Institute of  
Technology

State University of New  
York (SUNY), SUNY -  
Fredonia

State University of New  
York (SUNY), SUNY -  
Geneseo,

State University of New  
York (SUNY), SUNY -  
Oneonta

State University of New  
York (SUNY), SUNY -  
Oswego

Syracuse University

Wagner College

Wells College

**NORTH CAROLINA**

Elon University

Gardner – Webb  
University

High Point University

Meredith College

North Carolina State  
University

University of North

Carolina (UNC) – UNC  
Asheville

University of North  
Carolina (UNC) – UNC  
Wilmington

**OHIO**

Baldwin - Wallace  
University

Case Western Reserve  
University

Dayton, University of

Heidelberg University

Kenyon College

Miami University - Ohio

Mount Union, University  
of

Ohio State University

Ohio Wesleyan University

**OKLAHOMA**

Oklahoma State University

Oral Roberts University

**OREGON**

Portland State University

**PENNSYLVANIA**

Arcadia University

Bucknell University

Chestnut Hill College

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Dickinson College

Duquesne University

Gettysburg College

Juniata College

King's College

Lafayette College

Lebanon Valley College

Lehigh University

Lycoming College

Marymount University

Millersville University

Moravian College

Muhlenberg College

Pennsylvania, University  
of

Shippensburg University

Slippery Rock University

Saint Joseph's University

University of Scranton

Washington and Jefferson  
College

**RHODE ISLAND**

Bryant University

Roger Williams University

**SOUTH CAROLINA**

Bryant University

Charleston, College of

Citadel, The

South Carolina, University  
of

**TENNESSEE**

Rhodes College

Southern Adventist  
University

**TEXAS**

Baylor University

North Texas, University of

St. Thomas, University of

Stephen F. Austin State  
University

Texas State University

Texas, University of – San  
Antonio

Trinity University

**UTAH**

Brigham Young University  
(BYU), BYU - Utah

Utah State University

Utah, University of

**VERMONT**

Norwich University

Vermont, University of

**VIRGINIA**

American Military  
University, American  
Public University System

James Madison University

Lynchburg College

Marymount University

Old Dominion University

Roanoke College

Shenandoah University

Virginia Commonwealth  
University

Virginia Polytechnical  
Institute

Sweet Briar College

University of Richmond

**WASHINGTON**

Pacific Lutheran  
University

Seattle University

**WEST VIRGINIA**

West Virginia University

Wheeling Jesuit University

**WISCONSIN**

Marquette University

Wisconsin - Whitewater,  
University of

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Wisconsin - Oshkosh,  
University of

**WYOMING**

Wyoming, University of

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***CHRONOLOGICAL ORDER BY ESTABLISHMENT***

<b>Chapter Roster</b>	
<b>Greek Letter Designation</b>	<b>Institution</b>
Alpha	American University
Beta	South Carolina, University of
Gamma	Wisconsin - Oshkosh, University of
Delta	Wyoming, University of
Epsilon	Pennsylvania, University of
Zeta	Denver, University of
Eta	North Carolina State University
Theta	Rhodes College
Iota	Juniata College
Kappa	The Citadel
Lambda	Michigan State University
Mu	Indiana State University
Nu	California State University - Chico
Xi	Mount Holyoke College
Omicron	San Francisco State University
Pi	South Florida, University of
Rho	West Virginia University
Sigma	Delaware, University of
Tau	Michigan, University of
Upsilon	Lehigh University
Phi	Charleston, College of
Chi	Bradley University
Psi	Dayton, University of
Omega	Brigham Young University, BYU - Utah
Alpha Alpha	Kenyon College
Alpha Beta	St. Louis, University of - Missouri
Alpha Gamma	Miami University - Ohio
Alpha Delta	New Hampshire, University of
Alpha Epsilon	Baylor University
Alpha Zeta	Texas State University
Alpha Eta	Colorado, University of - Boulder
Alpha Theta	Ohio Wesleyan University
Alpha Iota	George Washington University
Alpha Kappa	Wells College
Alpha Lambda	Trinity University
Alpha Mu	Baldwin - Wallace University
Alpha Nu	Wheeling Jesuit University
Alpha Xi	Nebraska, University of - Omaha
Alpha Omicron	James Madison University
Alpha Pi	Pepperdine University
Alpha Rho	Stonehill College
Alpha Sigma	Wisconsin - Whitewater, University of
Alpha Tau	Dickinson College
Alpha Upsilon	Loyola University - Chicago
Alpha Phi	St. Thomas, University of
Alpha Chi	Syracuse University

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**Chapter Roster**

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<b>Greek Letter Designation</b>	<b>Institution</b>
Alpha Psi	Virginia Polytechnic Institute
Alpha Omega	Virginia Commonwealth University
Beta Alpha	Fairfield University
Beta Beta	State University of New York, SUNY - Geneseo
Beta Gamma	Nazareth College
Beta Delta	Georgia State University
Beta Epsilon	Montevallo, University of
Beta Zeta	Old Dominion University
Beta Eta	Manhattan College
Beta Theta	Kansas State University
Beta Iota	Elon University
Beta Kappa	Seton Hall University
Beta Lambda	Georgia Institute of Technology
Beta Mu	Fordham University
Beta Nu	Slippery Rock University
Beta Xi	Hult College, International Business School - London
Beta Omicron	Lynchburg College
Beta Pi	Brenau University
Beta Rho	Florida International University
Beta Sigma	Lake Forest College
Beta Tau	Alabama, University of - Birmingham
Beta Upsilon	Lafayette College
Beta Phi	Moravian College
Beta Chi	Tufts University
Beta Psi	Samford University
Beta Omega	Shippensburg University
Gamma Alpha	Morehouse College
Gamma Beta	Washington University - St Louis
Gamma Gamma	California, University of - Irvine
Gamma Delta	New Jersey, The College of
Gamma Epsilon	Bridgeport, University of
Gamma Zeta	Adelphi University
Gamma Eta	Mount Union, University of
Gamma Theta	Georgia, University of
Gamma Iota	South Alabama, University of
Gamma Kappa	Seattle University
Gamma Lambda	DePauw University
Gamma Mu	North Texas, University of
Gamma Nu	Endicott College
Gamma Xi	Spring Hill College
Gamma Omicron	State University of New York, SUNY - Fredonia
Gamma Pi	Lycoming College
Gamma Rho	Vermont, University of
Gamma Sigma	Ohio State University
Gamma Tau	Sweet Briar College
Gamma Upsilon	Ramapo College
Gamma Phi	Millersville University
Gamma Chi	Johns Hopkins University
Gamma Psi	Little Rock, University of Arkansas



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<b>Greek Letter Designation</b>	<b>Institution</b>
Gamma Omega	American Military University / American Public University System
Delta Alpha	Bucknell University
Delta Beta	Redlands, University of
Delta Gamma	Utah, University of
Delta Delta	Iona College
Delta Epsilon	Roanoke College
Delta Zeta	Illinois, University of - Urbana - Champaign
Delta Eta	Rollins College
Delta Theta	Hope College
Delta Iota	Oklahoma State University
Delta Kappa	Emmanuel College
Delta Lambda	Arcadia University
Delta Mu	Chapman University, MAIS
Delta Nu	Chicago State University
Delta Xi	Rutgers University – Post Graduate
Delta Omicron	Rochester Institute of Technology
Delta Pi	California State University - Monterey Bay
Delta Rho	Utah State University
Delta Sigma	Loyola University - Maryland
Delta Tau	Saint Elizabeth, College of
Delta Upsilon	Georgia Gwinnett College
Delta Phi	Trinity Washington University
Delta Chi	Stephen F. Austin State University
Delta Psi	American Graduate School of International Relations and Diplomacy - Paris
Delta Omega	Meredith College
Epsilon Alpha	Washington and Jefferson College
Epsilon Beta	Heidelberg University
Epsilon Gamma	Mercy College
Epsilon Delta	Norwich University
Epsilon Epsilon	Concordia College
Epsilon Zeta	Brigham Young University, BYU - Idaho
Epsilon Eta	Miami, University of
Epsilon Theta	Georgia Southern University
Epsilon Iota	Stetson University
Epsilon Kappa	Bethune - Cookman College
Epsilon Lambda	St. Louis University
Epsilon Mu	Roger Williams University
Epsilon Nu	California, University of - Berkeley
Epsilon Xi	State University of New York, SUNY - Oneonta
Epsilon Omicron	Kentucky, University of
Epsilon Pi	North Carolina, University of - Wilmington
Epsilon Rho	De Paul University
Epsilon Sigma	Bryant University
Epsilon Tau	Lebanon Valley College
Epsilon Upsilon	Marymount University
Epsilon Phi	North Park University
Epsilon Chi	Duquesne University
Epsilon Psi	Cazenovia College

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**Chapter Roster**

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<b>Greek Letter Designation</b>	<b>Institution</b>
Epsilon Omega	Saint Joseph's University
Zeta Alpha	Aquinas College
Zeta Beta	New York University
Zeta Gamma	Indiana University
Zeta Delta	Pittsburg State University
Zeta Epsilon	State University of New York, SUNY - Oswego
Zeta Zeta	Maine, University of - Farmington
Zeta Eta	Louisiana State University
Zeta Theta	California State University - San Marcos
Zeta Iota	Utica College
Zeta Kappa	Kennesaw State University
Zeta Lambda	Transylvania University
Zeta Mu	Wheaton College
Zeta Nu	Hood College
Zeta Xi	High Point University
Zeta Omicron	Salisbury University
Zeta Pi	Sacred Heart University
Zeta Rho	Rowan University
Zeta Sigma	Saint Mary's College
Zeta Tau	Southern Adventist University
Zeta Upsilon	Wagner College
Zeta Phi	Western Michigan University
Zeta Chi	Chestnut Hill College
Zeta Psi	University of North Carolina, UNC - Asheville
Zeta Omega	Marquette University
Eta Alpha	Webster University
Eta Beta	American University – Iraq, Sulaimani
Eta Gamma	University of Colorado – Denver
Eta Delta	Merrimack College
Eta Epsilon	University of Arkansas – Fayetteville
Eta Zeta	Daniel Morgan Graduate School of National Security
Eta Eta	Rutgers University - Undergraduate
Eta Theta	Case Western Reserve University
Eta Iota	Canisius College
Eta Kappa	Shenandoah University
Eta Lambda	Loyola Marymount University
Eta Mu	University of Nebraska - Lincoln
Eta Nu	Auburn University
Eta Xi	Gardner – Web University
Eta Omicron	University of California – Santa Barbara
Eta Pi	Bentley University
Eta Rho	University of Richmond
Eta Sigma	University of Texas – San Antonio
Eta Tau	Flagler College
Eta Upsilon	Muhlenberg College
Eta Phi	Boise State University
Eta Chi	Portland State University
Eta Psi	University of Southern Indiana

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<b>Greek Letter Designation</b>	<b>Institution</b>
Eta Omega	Covenant College
Theta Alpha	University of the Pacific
Theta Beta	Gettysburg College
Theta Gamma	Indiana University - Southeast
Theta Delta	Oral Roberts University
Theta Epsilon	King's College
Theta Zeta	Suffolk University - Boston
Theta Eta	University of Scranton
Theta Theta	Pacific Lutheran University

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**APPLICATION SUBMISSION: FIRST STEPS**

***ENDORSEMENT AND SUPPORT***

The energy of a chapter's life hinges on the commitment and dedication of the Faculty Advisor and the student body. However, without appropriate resources, enthusiasm alone can only take you to a certain point. Thus, it is crucial to enlist endorsement and support of the college or the university to ensure the success of Sigma Iota Rho on your campus.

In the past, chapters have successfully garnered endorsement and support of the following patrons: dean of the department or college, department chairs, dean of student life/ affairs, office of international programs, related departments (political science, economics, regional and area studies). Many chapters have granted the honorary membership status to some of the faculty, and work closely with their collaboration on special events, speaker series, etc. Upon notification of the National Office, certificates for honorary members are available; all fees are waived in grateful recognition of their commitment and contribution.

A chapter can also benefit from an institutional account as it simplifies transactions with the National Office and helps with local budgeting.

***ALIGNING GOALS AND STRATEGY***

It is entirely up to you how active and engaging you make your chapter and how much will it benefit its members and the community. Please keep the Sigma Iota Rho mandate in mind when you are planning the academic year's programs and activities. The purpose of the society is to *promote* and *reward scholarship* and *service* among students and practitioners of international studies, international affairs, and global studies and to foster integrity and creative performance in the conduct of world affairs.

Outreach activities may help you engage in your community and facilitate better understanding of the world at large. A newsletter and communication with other chapters may help you establish benchmarks and seek advice from other chapters and the National Office. Please make use of the "Chapter Listing" to improve communication with the National Office and other chapters. The roster of SIR chapters can be accessed on our website at: <http://www.sigmaiotarho.org/chapters/chaptermap/>.

Whatever path you may choose to follow, we would encourage you to **keep records** of chapter activities, in order to make future brainstorming sessions more productive and establish precedent and procedures for new student leadership to follow. A binder with subheadings for different categories of events maintained by the secretary is often the easiest and the simplest way to alleviate potential problems with succession.

You may find it helpful to decide on a few events during an organizational meeting in the beginning of the year and map out a timeline. Often, as the student executive committee participates in the decision-making, it helps create a degree of accountability and commitment

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to the events. Use the creativity of your student body and align with the temporal and budgetary constraints that you face.

## ROLES AND STRUCTURE

### *FACULTY ADVISOR*

The role of the faculty advisor is of prime importance to the successful operation of a chapter. As student membership changes yearly, the faculty advisor provides the stability necessary to bridge the gap between the old and the new members. However, it would be unrealistic to expect faculty advisors to be the driving force behind SIR on campus beyond the initial phase of establishing a chapter.

**The key to the successful transitioning of a chapter's handling is identifying capable and interested student leadership, establishing clear guidelines for succession.** Throughout, providing advice and expertise will be necessary. This input will vary according to each advisor's knowledge and professional network.

The faculty advisor is, in essence a coach. It is this individual's responsibility is to ensure that athletes are sufficiently conditioned. Student members of SIR are the athletes; it is up to them to execute the objectives of their training.

### *STUDENT LEADERSHIP*

Student leadership is vital to the success of the SIR chapter on your campus. They will have to generate interest in the SIR among students attending your institution, engage new members, and inspire their future replacements. Guidance in completing these tasks should be made available by the faculty advisor. The executive committee should rely on each other to shoulder responsibilities and delegate effectively to their student body. If people feel that they have a stake in the event, that their contribution makes a difference, they will be more enthusiastic in planning and participating.

Generally, the executive committee takes the following shape:

**President** is responsible for the overall direction and supervision of the Chapter and acts as the liaison with the host program and with Faculty Advisor. The president calls general meetings, oversees sub-committees (e.g. events, public relations, alumni, etc), and leads planning, outreach and program development for the chapter.

**Vice President** shares the responsibilities of the president and fills-in for the president as needed in the event of absence. The vice president may have the special responsibility (in coordination with or in conjunction with the president) of serving as a liaison with the National Office, keeping it informed of developments. As with all executive committee positions, the vice president assists in the oversight of the sub-committees.

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**Secretary** is responsible for recording minutes of meetings and for maintaining the archival record of the year's events and activities. The secretary is responsible for providing oversight to the public relations committee and for the production of notices, flyers, advertising, and other publicly disseminated information. The secretary is also responsible for creating, maintaining, and updating materials to be passed on to student leadership in subsequent years.

**Treasurer** works closely with the budgeting and business offices to ensure funding for SIR events. The treasurer serves as liaison with the host program's office to help audit application and payment of dues. The treasurer also works with the host program on matters of financial support, and for developing cost estimates (along with the sub-committees) for SIR activities.

The most important aspect of organizing your student leadership is planning succession as this facilitates enduring continuity of your chapter. As student leadership changes, so too may the quality of events and the level of enthusiasm.

In an ideal situation, there should be at least as many juniors as there are seniors. Hopefully, the juniors would be inspired by the leadership of their soon-to-be-graduating colleagues and would know what to expect and how to perform the duties of an executive committee-members. As such, early engagement and active participation is crucial for the experience transfer, resulting in a successful change in student leadership. Please encourage people early to consider undertaking a leadership role during their senior year; this will allow for an adequate time window for the absorption of relevant information.

Student organizations invariably succeed or fail depending upon their organizational abilities and follow-through. We would strongly encourage you and your student leadership to keep a record of meeting minutes, event planning, and contact information of the college or university officials who have helped your chapter in its work. This way, a truly outstanding group could inspire many others that would follow. One goal is to create an "officer's manual" for your chapter's own use that can be passed-on each year, enabling new leadership can "hit the ground running."

### *COMMITTEES*

In order to engage others in the life of the chapter, various members volunteer or are asked to serve on a sub-committee. One of the responsibilities of the executive committee is oversight of these bodies, because the board cannot do everything on its own. A general list of committees usually includes:

**An Executive Committee** consists of all the officers in the chapter. The primary responsibility of the board is to provide leadership to the chapter, engage students and advance the mission of Sigma Iota Rho in the way they see appropriate for the local chapter. Since the executive committee handles budgeting of the events and will directly and frequently interact with the faculty advisor, it will oversee the work of sub-committees. Generally, the board has a meeting separate from the general meeting of the chapter to prepare the agenda for the semester and address upcoming issues.

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**An Events Committee** along with the executive committee works on generating ideas for events, appropriate preparation and implementation. Depending on the size of your chapter, the executive committee sometimes acts dually as the events committee.

**A Public Relations Committee** works closely with the events committee to generate publicity for the upcoming events, and is responsible for creation and dissemination of all public information about the chapter. In order to stimulate student interest and give due credit to the members of Sigma Iota Rho on your campus, we recommend having a SIR banner or poster on display during the events.

**An Outreach and Service Committee** is responsible for organizing events that would benefit a wider audience, like the type listed in the ‘Community’ section of the “Suggested Events” chapter of the handbook. Outreach and service may take different forms: from working with a public school in your area to organizing events with other chapters in your state.

**An Alumni Committee** usually organizes professional or career events by enlisting the help of alumni (see more in the “Suggested Events” chapter). The committee usually draws much enthusiasm from the students as it may be a good aid in job-hunting and networking. The committee may put together both professional and academic events as it sees fit. An alumni directory of your chapter would be a wonderful project for the committee.

**Ad-hoc** committees, as the name suggests, are formed to fulfill a specific objective in fulfilling an activity of your chapter.

Depending on the level of engagement of your chapter, the structure of these bodies may range from being rigid, characterized by formal committees, meetings, etc., to fluid: with an executive committee and multiple ad-hoc committees.

*INTERACTION WITH THE NATIONAL OFFICE*

In order for you to stay current with the developments and the resources that are available to you, **it is imperative that you furnish the National Office with correct and updated contact information on an annual basis.**

At the **beginning of the academic year, and no later than October 1<sup>st</sup>**, please, contact the National Office with the following information:

Faculty Advisor, Name and Title  
Administrative Staff Contact Name  
Host Department Name  
Mailing Address (No P.O. Boxes)  
Email, Phone, and Fax Information.

Student President / Other Officers if  
Applicable (Including Email and Graduation  
Year)

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Chapters are encouraged to submit an activities log, short article, or stories that you would like to share with the other chapters through our website. Also, we would like you to start preparing for this coming year's induction class and allow yourself as much lead-time as possible.

**Please send us the list of new inductees as soon as possible.** At the end of the year, we would like to receive a one to two-page report of activities and major events of the chapter, as well as your assessment of the health of the chapter. Please, do not hesitate to contact us with any questions you may have.

## MEMBERSHIP SELECTION

### *TYPES OF MEMBERSHIP & CRITERIA*

#### a) **Adjunct membership**

Now in the pilot stage, the inclusion of adjunct membership is under active consideration in response to the need to recognize the outstanding contribution and interest of some sophomore students in our chapters. Unlike other types of memberships that are lifetime, **adjunct membership is limited to sophomore students only and expires in a year's time.** In order to be considered for adjunct membership, students must meet the following criteria:

- have completed course work in international studies, including courses in relevant subject areas of anthropology, economics, foreign languages, geography, history, political science, and other related disciplines;
- have attained a sophomore standing and completed at least twelve (12) hours of course work towards international studies (or international relations) major or minor;
- have demonstrated interest in Sigma Iota Rho through active participation in the Chapter activities;
- plan on attaining full membership upon becoming a junior.

#### b) **Undergraduate membership**

Undergraduate members are the most populous driving force behind the success of the chapter. In order to qualify for undergraduate membership, students must meet the following criteria:

- have completed course work in international studies including courses in relevant subject areas of anthropology, economics, foreign languages, geography, history, political science, and other related disciplines;
- have attained a junior standing and completed at least twenty-one (21) hours of course work toward the international studies (or international relations) major or minor, including at least two courses at the 300 or 400 levels;



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- have attained a cumulative grade point average of 3.3 or higher in all courses, and a grade point average of at least 3.4 in international studies (or international relations) courses;
- must maintain full-time student status of at least twelve (12) hours to be a voting member or hold an office.

### c) **Graduate student membership**

Some SIR chapters are built around graduate student membership. With their experience and passion to further their knowledge of the field, graduate student members are a noteworthy addition to Sigma Iota Rho chapters. In order to qualify, students must meet the following criteria:

- Be attending a graduate program which focuses on international studies, including courses in relevant subject areas of anthropology, economics, foreign languages, geography, history, political science, and other related disciplines;
- completed one semester of graduate-level work in the aforementioned areas;
- attained a cumulative grade point average of 3.3 or higher in all courses, and a grade point average of at least 3.4 in international relations courses;
- must maintain full-time student status to be a voting member or hold an office.

### d) **Faculty membership**

Faculty membership is an important, guiding dynamic in the life of the SIR chapter. Any interested member of the faculty involved in the teaching of courses giving credit in international studies (or international relations) may be elected to faculty membership by the local chapter, subject to approval by the national office. Faculty members shall possess all the privileges of membership except for voting and holding office in local chapter. Typically, faculty members are inducted honorarily (see below).

### e) **Honorary membership**

Any person of distinct ability and achievement in the field of international studies (or international relations), or who made an exceptional contribution to Sigma Iota Rho may be elected to become an honorary member. No more than **two such members** may be elected in any one academic year. Honorary members shall possess all the privileges of active membership except that of being an officer or council member of the corporation.

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***SUGGESTED PARTICIPATION REQUIREMENT***

The recommended requirement stands as follows:

- attendance of general meetings, with only one absence per semester (two per academic year), or as determined by the chapter's executive committee;
- attendance of meetings of subcommittees of which one is a member, with only one absence per semester (two per academic year);
- participation in the work of at least one subcommittee.

The purpose of Sigma Iota Rho is to promote and reward scholarship and service among students of international studies (or international relations), in addition to fostering integrity and creative performance in the understanding of world affairs. It is our hope that the discretionary enforcement of a participation requirement by local chapters will enable us to fulfill our *raison d'être*.

***METHOD OF SELECTION***

**1. Nomination**

You may consider the following strategies in identifying and recruiting qualified members to join Sigma Iota Rho:

- examine the transcripts of your majors (juniors and seniors) and identify those who meet the GPA requirement. Send out a letter of invitation, suggesting that a student is qualified to join Sigma Iota Rho, along with the description of benefits and a way to apply (contact information of the faculty advisor or student president);
- if your major has an academic honors program, consider those who meet the criteria and send out a letter similar to the one described above;
- send out a blanket correspondence to juniors and seniors in your major indicating the requirements for Sigma Iota Rho and offering them a chance to self-nominate by obtaining an application and contacting either the faculty advisor or student president;
- encourage existing members to nominate individuals whom they believe meet the membership criteria.

**2. Application**

A template of a sample application is provided in the "Appendices" section of the Handbook. Please feel free to edit the application to suit the needs and structure of your chapter.

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**3. Decision**

Once the applications are received, please examine the accuracy of information and notify the students of their acceptance into Sigma Iota Rho. Privacy provisions of your school permitting, engage current student leadership with the selection process.

**4. Chapter Adjustments**

Individual chapters may increase the GPA requirement above the standards set by the National Office. In addition, chapters may lower the required number of courses for induction to no less than five. However, we strongly encourage the chapters to adhere to a seven-course requirement, which is mentioned in the sample constitution. Please use your best judgment in determining the threshold of sincere interest in international studies.

***SUGGESTED TIMELINE***

***WEEKS LEADING TO THE CEREMONY***

Please note that this is a recommended timeline. Each chapter may devise and implement a process that best suits their academic calendar.

**10+ weeks prior:**

Set membership criteria and determine the nomination procedure. Decide on the procedures for review of applications or nominations.

**8 weeks prior:**

Prepare and send letters for nomination and application. Publicize information on application and procedures. Engage current members in the process. Invite honorary members, if any.

**6 weeks prior:**

Nomination deadline: membership committee reviews nominees / applicants and selects potential members.

**5 weeks prior:**

Send letters of invitation to potential members and an invitation to attend the induction ceremony. Please include a form to collect dues and initiation fee with the invitation to join.

**4 weeks prior:**

**Deadline for nominees' acceptance of membership and payment of dues to be submitted.**

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**Notify the National Office** about the induction **at least four weeks prior to the ceremony** to ensure receipt of certificates, lapel pins, etc., and **electronically submit (i.e. via email)** the information requested in the induction memo.

In the event that this copy was misplaced, it can be located on our website: [www.sigmaidarho.org/chapters/chapter-resources/](http://www.sigmaidarho.org/chapters/chapter-resources/) under “Student Induction Instructions”. Embedded is our Student Induction Worksheet” that can also be found separately via [www.sigmaidarho.org/chapters/chapter-resources/](http://www.sigmaidarho.org/chapters/chapter-resources/).

***REQUIRED INFORMATION FOR INDUCTIONS***

- All the information requested via the “Student Induction Worksheet”;
- A single institutional check, cashier’s check, or money order made out to the **“Trustees of the University of Pennsylvania”**.
- **NOT ACCEPTED:** Cash, Electronic payments, and *Personal checks*;
- National dues of **\$45** per member, ***standard induction kit*** (certificate, cord, pin, and journal) for **Spring 2022**. Other types of induction kits available: *Stole in lieu of cord* (certificate, pin, journal, and stole) **\$58** for **Spring 2022** and *Enhanced induction kit* (certificate, cord, pin, journal, and stole) **\$63** for **Spring 2022**.

As soon as the National office receives payment in the form of either an institutional check, cashier’s check, or money order then the corresponding membership benefit package(s) will be mailed.

**2 weeks prior:**

Conduct final review of plans for induction.

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## INDUCTION

### *PREPARING FOR THE EVENT*

In preparation of the induction ceremony you may wish to consider the following factors:

- **Level of student engagement** will determine the acceptable level of complexity of the logistics supporting the event.
- **Size of the inductee class** will determine the venue and the style of the reception for the event.
- **Timing** most inductions take place in the middle or near the end of the academic year.
- **Program** will be determined by budgeting and time restrictions.

The National Office has observed some chapters combining the SIR induction with the general honors ceremony in the major. Other chapters chose to have a separate induction ceremony.

In either event, typical induction involves a guest or keynote speaker. If they are of significant stature, the chapter may wish to award them with honorary membership in Sigma Iota Rho. A reception usually follows.

### *THE CEREMONY*

After inductees have been announced and certificates conferred, you may wish to declare your inductee class as SIR members. Please see the text below for **suggestions** for such a pronouncement:

“In my capacity as the Faculty Advisor of the \_\_\_\_\_ Chapter of Sigma Iota Rho, I confirm your membership to the honor society. Your interest in world affairs has been demonstrated by your academic record and hard work to promote international studies. Congratulations on your achievement!”

You may recognize your keynote speaker with honorary membership. Please, see the suggested wording of this occasion below.

“According to the by-laws of SIR, honorary membership may be bestowed upon any person of recognized ability and achievement in the field of International Studies or who has made an outstanding contribution to Sigma Iota Rho. Honorary members receive the same rights and privileges as active members of the society and may wear SIR insignia and graduation regalia at appropriate ceremonies. Tonight, on behalf of the National Office, I am pleased to extend an Honorary Lifetime Membership in Sigma Iota Rho to our honored guest, \_\_\_\_\_.”

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***THE JOURNAL OF INTERNATIONAL RELATIONS***

***OVERVIEW***

The SIR journal, *Journal of International Relations*, provides a special opportunity for students in the field of international studies to publish their work in a nationally distributed, academic publication. Organized and published by Sigma Iota Rho, it is edited and organized by the Society's members and features articles written by undergraduates pursuing international studies the world over.

Past submissions have delved into topics on politics, economics, history, and area studies. This established, pieces beyond the remit suggested by these examples are considered gladly – so long as they apply to international studies (or international relations). Please encourage your students to submit their work for consideration!

***EDITORS AND PEER REVIEWERS***

With respect to article submissions, please be alert for a “Call for Papers” released by the editorial board near the end of the calendar year.

Alternative forms of participation include functioning as a peer reviewer, or associate editor.

Contact information is provided at the end of the handbook for those of you who wish to become involved with the journal.

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## FUNDING OPPORTUNITIES

\*\*\* See our website for the most current information

### *OVERVIEW*

Sigma Iota Rho is pleased to make available funding for members of the Society who have demonstrated exceptional drive and interest in international affairs and / or academic achievement.

Each chapter of Sigma Iota Rho may nominate one student, graduate and / or undergraduate for each of the following awards so long as they meet the minimum criteria. Faculty may nominate an individual student for both awards, should they deem such an action to be appropriate.

### *ODYSSEUS AWARDS*

The purpose of the Odysseus Awards is to reward perseverance – like the Greek hero demonstrated in the epic poem, *The Odyssey*. It is to help students who are in financial need to further their pursuit of international studies – such as book expenses or travel to an academic conference. Awards range from \$250 – \$500 for the academic year and are released to the attending institution to be administered. To apply, students must submit the following materials:

- 1) **Personal statement** of no more than 500 words explaining the student's academic background, interest in international affairs, career ambitions, and how this award would be put to use to enrich his / her study.
- 2) **Application form** completed, attached to the personal statement, and signed by a member of faculty. Please provide us with this individual's contact information. While a letter of recommendation might bolster one's application, it is **optional**.
- 3) **Letter confirming financial need** from the attending institution's financial aid department. Particular details about the student's finances are not necessary, it should simply affirm that the student is receiving and / or qualifies for aid.
- 4) **Unofficial transcript** that includes the student's GPA overall and in his / her chosen major.
- 5) **Writing sample** of no more than 3,000 words that the student feels is his / her best work during his / her academic career. Excerpts are acceptable.
- 6) **Digital photograph** of the applicant, which may be submitted to SIR's email address: [national@sigmaitarho.org](mailto:national@sigmaitarho.org). If successful, the applicant's photo will be posted on our website in a special, congratulatory section devoted to SIR award winners.

Successful applications are determined by overall strength and need. As such, there are no minimum requirements.

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***SIGMA IOTA RHO MERIT SCHOLARSHIP***

This merit-based award is given to recognize exceptional achievement in the study of international affairs. It ranges from \$750 – \$1,000 and may be used by the Society’s members to meet expenses associated with books, software, and travel for research purposes (i.e. to an archive or papers collection) or an academic conference. To apply, students must submit the following materials:

- 1) **Personal statement** of no more than 500 words explaining the student’s academic background, interest in international affairs, career ambitions, and how this award would be put to use to enrich his / her study.
- 2) **Application form** completed, attached to the personal statement, and endorsed by a member of faculty. Please provide us with this individual’s contact information. While a letter of recommendation might bolster one’s application, it is optional.
- 3) **Unofficial transcript** that includes the student’s GPA overall and in his / her chosen major.
- 4) **Writing sample** of no more than 3,000 words that the student feels is his / her best work during his / her academic career. Excerpts are acceptable.
- 5) **Digital photograph** of the applicant, which may be submitted to SIR’s email address: [national@sigmaiota rho.org](mailto:national@sigmaiota rho.org). If successful, the applicant’s photo will be posted on our website in a special, congratulatory section devoted to SIR award winners.

***SUBMISSION PROCEDURE***

An original hard copy of the proposal must be submitted to the SIR National Office. Applications will be accepted on a rolling basis. Simultaneously, an electronic version must be submitted to [national@sigmaiota rho.org](mailto:national@sigmaiota rho.org).

By submitting an application, the student is authorizing SIR to post his / her photograph on its website.

If successful, SIR requests that the applicant inform Honor Society what the award was ultimately used for. SIR also would like awardees to send, via email, digital photos of the applicant with the award certificate – perhaps during a congratulatory ceremony hosted by the attending institution that recognizes his / her accomplishment.

**RESEARCH AND TRAVEL GRANTS**

These grants are meant to support research in the area of international studies, which is broadly defined but generally focused in the areas of: foreign policy, security, international political economy, trade, political and economic development, international organizations and non-governmental organizations, multinational corporations and other transnational entities, and



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germane areas of cultural studies. Preference is given to students presenting their papers or participating in beyond observer capacity an academic conference.

***GUIDELINES***

Research support will be awarded in-line with the following principles:

- Preference will be given to students presenting papers or participating in a conference as more than an observer.
- Projects having no other funding source are particularly encouraged. When other funding sources can be identified, shared costs or matching funds will be encouraged whenever possible.
- Each project must have a faculty advisor from the student's academic institution.
- Funds may be requested to support research during the academic year or during the summer. Normally awards will not be granted in excess of \$500 per student, though exceptional projects will be considered.
- Examples of what may appropriately be requested in a budget include: *research supplies, travel, internet fees (including cloud storage), computer equipment (hardware and software)*. Salaries, benefits, and overhead are not to be included.
- Exclusions: duplicating, printing, binding or photocopying (with the exception of on-site archival photocopying), book purchases must be pre-approved and listed in the application, economy travel only (no business class or first class travel or hotel arrangements).

***UNDERGRADUATE APPLICATIONS***

For students currently pursuing an undergraduate degree, proposals should take the following form:

1. **Completed application form** (see Appendix).
2. **Abstract** (half page; no longer than 100 words).
3. **Objectives and methodology** (500 words maximum):
  - state the objectives and relevance of the proposed work;
  - explanation of how the research supports thesis or other relevant research in international studies (or international relations);

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- describe the design and procedures to be employed and provide a timetable and implementation plan for completion of the project;
  - if the work is to have practical application, describe the impact and usefulness.
4. **Budget** (500 words maximum). List each budget item in order of priority and justify in terms of the work proposed. (In a few instances, travel may be an appropriate use of funds if warranted by the project.)
  5. **Faculty Endorsement.** The faculty advisor must endorse the proposal and their willingness to supervise the research certifying the feasibility of the project and the adequacy of the student's preparation to undertake it by signing the Application Form. Please provide us with his / her contact information. While a letter of recommendation might bolster one's application, it is **optional**.

***GRADUATE APPLICATIONS***

For individuals who have been inducted into SIR during their undergraduate careers, and have since undertaken postgraduate studies, the following criteria apply:

1. **Completed application form.**
2. **Abstract (half page; no longer than 100 words).**
3. **Objectives and methodology** (500 words maximum):
  - state the objectives and relevance of the proposed work;
  - explanation of how the research supports thesis or other relevant research in international studies (or international relations);
  - describe the design and procedures to be employed and provide a timetable and implementation plan for completion of the project;
  - if the work is to have practical application, describe the impact and usefulness.
4. **Budget** (500 words maximum). List each budget item in order of priority and justify in terms of the work proposed. (In a few instances, travel may be an appropriate use of funds if warranted by the project.)
5. **Student status.** You will need to be enrolled in an accredited university, pursuing a postgraduate degree. This can be validated via an official transcript, or in writing from the university registrar or your faculty adviser. Sending this via email is acceptable, so long as it is an institutional address.

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6. **Faculty Endorsement.** The faculty advisor must endorse the proposal and their willingness to supervise the research certifying the feasibility of the project and the adequacy of the student's preparation to undertake it by signing the Application Form. So that SIR can confirm this independently, you will need to provide the organization with his / her contact information. While a letter of recommendation might bolster one's application, it is **optional**.

*ETHICS APPROVAL*

Research involving [animal](#) or [human subjects](#) or [hazardous materials](#) must clear the parent institution's research board and be submitted along with the application to the SIR National Office. Students should consult with their advisors to correctly complete these forms.

*SUBMISSION PROCEDURE*

An original, hard copy of the proposal must be submitted to the SIR National Office. Applications will be accepted on a rolling basis. An electronic version is required as well, which can be submitted to our email address: [national@sigmaitarho.org](mailto:national@sigmaitarho.org). By accepting the award, grant recipients give permission to SIR to publish the product of his / her work on the SIR journal's website: <http://www.sirjournal.org/>. Authorship of the work will be duly credited to the applicant.

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## SUGGESTIONS FOR EVENTS

### *MILESTONES*

**“Welcome Back” BBQ** – bring former SIR members together for a barbeque to welcome them back on campus. Make the event open to other students in the major to create opportunities for enlisting new members.

**New inductees reception** – following the induction ceremony, create an opportunity to celebrate the achievement of the new members. Make the event as formal as your students would like. Perhaps bring an interesting speaker to keynote the occasion. A great opportunity for all SIR members to get together and to get to know each other!

**End of year luncheon** – capstone the year with a trip to a foreign policy research center or get-together within your international studies department. Reminisce over the key events of the academic year and followed by those of your chapter. Recognition of the student leadership with some symbolic awards may inspire the new and upcoming executive committee.

### *ACADEMIC*

**“Coffee Chats” and Dinners with Faculty** – bring together students and faculty for a discussion in a relaxed setting. A coffee chat is an inexpensive and simple to organize event that may bridge the gap between teachers and students. Students can also put together a “pot luck” dinner at a low cost, or organize a more formal “no host” event at a restaurant. The chat may be centered on a topic or be an informal ad-lib conversation.

**International Studies Movie Night** – organize a series of movie showings with light refreshments provided around geographical or subject areas. Offer a documentary or a drama that promotes better understanding of historic events relevant to international studies. If possible, have a brief introduction and / or a Q&A session with a faculty member.

**Topical Speaker Series** – in cooperation with other departments, organize a speaker series around such topics as security questions, regional studies, current events, health issues, economic development, etc. Big speakers attract big crowds, which would be an excellent opportunity to engage students, and promote the study of world affairs and Sigma Iota Rho.

**Majors’ Fair Representation** – if your school organizes a fair for students to gain better understanding of a particular major and to speak to others involved in a major, include representation of Sigma Iota Rho. Such an event will help advance the study and understanding of world affairs and provide and, more practically, is an opportunity to recruit new members.

**Hostage Crisis / Peacekeeping Simulation** – is a great investment on behalf of your program, as the training module provides an exciting activity for students of international studies (or international relations), security and members of Sigma Iota Rho. Please contact SIR Lifetime Member Bruce Newsome, Ph.D. ([BruceNew@yahoo.com](mailto:BruceNew@yahoo.com)) at Consequence Consulting with inquiries.

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**“Corner of the World” Presentations** – engage the international students on your campus to create a worldly atmosphere on campus. Encourage them to organize a presentation about current events, culture, traditions in their home countries, individually or as a regional module.

**Final Exams Study Break and Open House** – during the stressful exam period offer some free late night coffee and advice to fellow majors. It is a great opportunity for students to meet SIR members and gain a better understanding of a given topic. Employ a conference room in a department and make the gathering informal.

***The Journal of International Relations*** – the journal published by Sigma Iota Rho is a great opportunity for students to publish. For more information, please refer to “*The Journal of International Relations*” section of this handbook.

***PROFESSIONAL***

**Trips to Graduate Schools** – organize a trip to a graduate school so that students have a chance to speak with the admission officers about the application process and other issues related to pursuing advance degrees. Prepare a **workshop about applying for graduate schools** prior to the trip, so that students are able to ask informed questions.

**Reception for Graduating Seniors** – acknowledge the achievements of graduating seniors and ask them to offer some job-hunting advice to juniors. Split the room into different sections and talk about jobs in the government, business, international opportunities, etc.

**Foreign Service Exam Preparation Workshop** – organize a workshop to discuss the Foreign Service Exam. Talk about the opportunities in the State Department and career progression, and ask the Department of State to provide a speaker / recruiter to visit your campus. Many of the government agencies dealing with global events are expanding due to recent events. The topics are relevant and the time is opportune.

***SOCIAL***

**Mentoring / Peer-Advising Sessions** – host an informal session organized by SIR for current or prospective students in the major. The topics could range from: “Why I study international studies (or international relations)?” to, “What I can do with my major?” and, “How-to structure a term-paper?” to “How SIR can help me realize my academic/career goals?” Turn to existing SIR members for help in identifying student needs that such sessions could address and a good time to hold one.

**Get-To-Know SIR social** – during the early fall, when new students choose among the variety of extracurricular activities, organize a social that would help introduce SIR to newcomers. In order to reach a more targeted audience, have the social near the end of the spring semester and invite sophomores who are interested in international studies. The SIR social may help them decide on declaring the major and whether to join your chapter of Sigma Iota Rho.

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**Major's Reception** – welcome new students into your major with an SIR organized reception. Invite a keynote speaker and have a short address from the SIR student president inviting others to join the chapter.

*COMMUNITY*

**Networking Websites –**

**The SIR Group** is a members-only consortium allowing SIR inductees from all chapters to network in achieving mutual interests – namely: landing a coveted entry-level job in international affairs. As admission to the group is granted only by the National Staff, being a part of it visibly demonstrates achievement and drive to potential employers in an exceedingly competitive job market.

**The SIR Company Page** allows existing, prospective, and non-members to learn about the Honor Society and keep abreast of its developments. The company page also allows Faculty Advisors and the student leadership of affiliated chapters to list themselves as “employees,” further expanding their profiles in the virtual domain.

**Local School Outreach** – collaborate with local schools and help them in raising awareness and assessing importance of international events. Focus on middle or high schools and vary your content and presentation accordingly. Such outreach helps the image of the school in the community and advances the SIR charter. Furthermore, it provides good practice in public speaking for SIR members in a non-evaluative setting.

**Awareness Weeks** – join NGOs and research institutes in organizing awareness weeks for any variety of topics ranging from global footprint of AIDS, to international development, and regional issues (Middle East, Asia, Africa, Latin America, etc.). Put together a few educational lectures, presentations, bring a speaker, or perhaps hold a fundraiser, if appropriate.

**Global Issues in a Local Setting** – relate global issues of poverty, diseases, and development to the situation in your neighborhood. Organize a community service event that tackles one of the issues and start solving global problems from your own back yard.

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CHAPTER HANDBOOK

**APPENDICES**

***NATIONAL OFFICE CONTACT INFORMATION***

Frank Plantan, Ph.D.  
*President / National Director*  
[fplantan@sas.upenn.edu](mailto:fplantan@sas.upenn.edu)

Marisol Arcaya  
*Senior National Liaison Officer / Program Coordinator*  
[national@sigmaiotarho.org](mailto:national@sigmaiotarho.org)

**All inquiries and induction requests should be addressed to [national@sigmaiotarho.org](mailto:national@sigmaiotarho.org)**

*Mailing Address:*  
Sigma Iota Rho c/o International Relations Program  
University of Pennsylvania  
**Attention: Marisol Arcaya**  
635 Williams Hall  
255 South 36<sup>th</sup> Street  
Philadelphia, PA 19104-6305

Telephone: (215) 898-0452  
Facsimile: (215) 573-3207  
Web: <http://www.SigmaIotaRho.org>

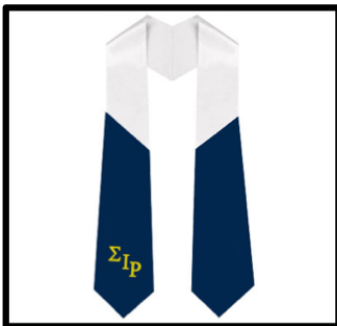
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INDUCTION PACKAGE ENHANCEMENTS CATALOG  
**MEMBER**

# Sigma Iota Rho

## *The Honor Society for International Studies*

Distinguish Yourself with **SIR** Induction Package **Member** Enhancements!



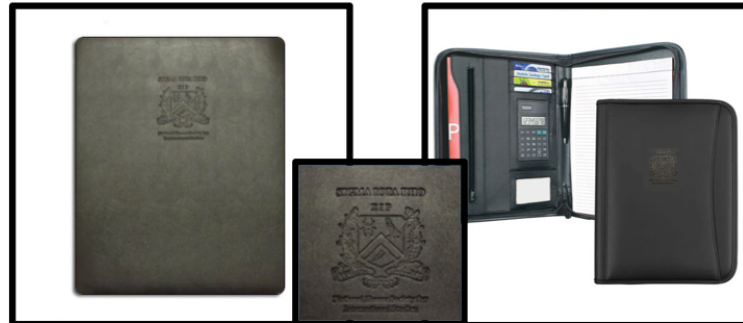
**Graduation Stole \$18**



**Pen \$25**



**Keychain \$5**



**Padfolio \$18**



**Mug \$12**



# Sigma Iota Rho

## *The Honor Society for International Studies*

Distinguish Yourself with **SIR** Merchandise!



**Tote \$18**



**SIR Global T-Shirt \$18**



**Hat \$18**



**Crest Global T-Shirt \$18**

**CHAPTER**

# Sigma Iota Rho

## *The Honor Society for International Studies*

Distinguish Yourself with **SIR** Induction Package **Chapter** Enhancements!



**Podium Banner \$75**



**Tablecloth \$150**



**Wall Banner \$75**

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**SIR CHAPTER WEBSITES**

*As of: August, 2020*

<b>SIR Chapter</b>	<b>Website</b>
Adelphi University	<a href="http://academics.adelphi.edu/artsci/international/sir.php">http://academics.adelphi.edu/artsci/international/sir.php</a>
American Public University	<a href="http://www.apus.edu/student-affairs-center/student-involvement/student-organizations/sigma-iota-rho.htm">http://www.apus.edu/student-affairs-center/student-involvement/student-organizations/sigma-iota-rho.htm</a>
Arkansas at Little Rock, University of	<a href="https://ualr.edu/publicaffairs/internationalstudies/internationalstudies-club">https://ualr.edu/publicaffairs/internationalstudies/internationalstudies-club</a>
Baldwin-Wallace University	<a href="http://www.bw.edu/academics/intls/iota/">http://www.bw.edu/academics/intls/iota/</a>
Brigham Young University	<a href="http://kennedy.byu.edu/student/sigma/index.php">http://kennedy.byu.edu/student/sigma/index.php</a>
Brigham Young University, Idaho	<a href="http://www.byui.edu/societies/international-studies/sigma-iota-rho">http://www.byui.edu/societies/international-studies/sigma-iota-rho</a>
Chapman University	<a href="http://www.chapman.edu/wilkinson/graduate-studies/ma-international-studies/index.aspx">http://www.chapman.edu/wilkinson/graduate-studies/ma-international-studies/index.aspx</a>
Colorado, Boulder, University of	<a href="http://www.colorado.edu/StudentGroups/sigmaiota rho/">http://www.colorado.edu/StudentGroups/sigmaiota rho/</a>
Duquesne University	<a href="http://www.duq.edu/life-at-duquesne/student-organizations/student-involvement/student-organizations">http://www.duq.edu/life-at-duquesne/student-organizations/student-involvement/student-organizations</a>
George Washington University	<a href="http://sirgwu.com/">http://sirgwu.com/</a>
Georgia Institute of Technology	<a href="http://sigmaiota rho.blogspot.com/">http://sigmaiota rho.blogspot.com/</a>
Georgia State University	<a href="http://www.gsu.edu/~wwwsir/">http://www.gsu.edu/~wwwsir/</a>
Johns Hopkins University	<a href="https://krieger.jhu.edu/internationalstudies/current-students/sigma-iota-rho">https://krieger.jhu.edu/internationalstudies/current-students/sigma-iota-rho</a>
Kansas State University	<a href="http://www.ksu.edu/sir/">http://www.ksu.edu/sir/</a>
Manhattan College	<a href="http://www.manhattan.edu/academics/arts/international-studies/honor-society">http://www.manhattan.edu/academics/arts/international-studies/honor-society</a>
Michigan, University of	<a href="http://www.umich.edu/~sigma/">http://www.umich.edu/~sigma/</a>
Millersville University	<a href="http://www.millersville.edu/internationalstudies/sigma-iota-rho.php">http://www.millersville.edu/internationalstudies/sigma-iota-rho.php</a>
Mount Holyoke College	<a href="https://www.mtholyoke.edu/acad/internationalrelations/sigmaiota rho">https://www.mtholyoke.edu/acad/internationalrelations/sigmaiota rho</a>
Nebraska-Omaha, University of	<a href="http://world.unomaha.edu/index.php?page=internationalstudiesmajor&amp;subpage=sigmaiota rho honorsociety">http://world.unomaha.edu/index.php?page=internationalstudiesmajor&amp;subpage=sigmaiota rho honorsociety</a>
Oklahoma State University	<a href="http://sois.okstate.edu/ieo.aspx?page=1317">http://sois.okstate.edu/ieo.aspx?page=1317</a>
Pepperdine University	<a href="http://seaver.pepperdine.edu/internationalstudiesandlanguages/students/honorsocieties.htm">http://seaver.pepperdine.edu/internationalstudiesandlanguages/students/honorsocieties.htm</a>
Redlands, University of	<a href="http://www.linkedin.com/groups?gid=4097932">http://www.linkedin.com/groups?gid=4097932</a>

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<b>SIR Chapter</b>	<b>Website</b>
Rollins College	<a href="http://getinvolved.rollins.edu/organization/sigmaiotarho/about">http://getinvolved.rollins.edu/organization/sigmaiotarho/about</a>
SUNY-Fredonia	<a href="http://www.fredonia.edu/department/internationalstudies/honor.asp">http://www.fredonia.edu/department/internationalstudies/honor.asp</a>
SUNY-Geneseo	<a href="http://www.geneseo.edu/political_science/honors">http://www.geneseo.edu/political_science/honors</a>
Seton Hall University	<a href="http://shusir.wordpress.com/">http://shusir.wordpress.com/</a>
St. Joseph's University	<a href="http://www.sju.edu/int/academics/cas/internationalrelations/sigma_iota_rho.html">http://www.sju.edu/int/academics/cas/internationalrelations/sigma_iota_rho.html</a>
Syracuse University	<a href="https://www.maxwell.syr.edu/international-relations-undergraduate/major/sigma-iota-rho/">https://www.maxwell.syr.edu/international-relations-undergraduate/major/sigma-iota-rho/</a>
Trinity University	<a href="http://web.trinity.edu/x9026.xml">http://web.trinity.edu/x9026.xml</a>
Vermont, University of	<a href="http://www.uvm.edu/~global/?Page=SIR_HonorSoc_InfoPage.html&amp;SM=StudentOppMenu.html">http://www.uvm.edu/~global/?Page=SIR_HonorSoc_InfoPage.html&amp;SM=StudentOppMenu.html</a>
Washington University in St. Louis	<a href="https://ias.wustl.edu/sigma-iota-rho">https://ias.wustl.edu/sigma-iota-rho</a>
Webster University	<a href="https://sigmaiotarhoetaalpha.com/">https://sigmaiotarhoetaalpha.com/</a>
Wyoming, University of	<a href="http://www.uwyo.edu/IntStudy/Honor-Society.html">http://www.uwyo.edu/IntStudy/Honor-Society.html</a>

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SIR APPLICATION TEMPLATE



$\Sigma$ IP  
Sigma Iota Rho  
The Honor Society for International Studies

Please submit this application to the \_\_\_\_\_  
Department Office at \_\_\_\_\_  
along with \_\_\_\_\_ of local dues.

The Honor Society for International Studies, Sigma Iota Rho, \_\_\_\_\_  
Chapter, was established primarily as a way by which to honor those students who have excelled academically  
and who have shown extracurricular achievement. The purpose of the Society is to promote and reward  
scholarship and service among students of International Studies (or International Relations), and to foster  
integrity and creative performance in the understanding of world affairs.

Your acceptance to Sigma Iota Rho carries with it the obligation to participate fully in the activities of SIR  
and to promote the study of International Studies (or International Relations) both at the  
\_\_\_\_\_ and throughout your career.

SIR desires only members who are eager to participate in the Honor Society. Given other demands on  
your time, please only continue with this application if you are willing to contribute to the maintenance  
and growth of the \_\_\_\_\_  
Chapter of SIR.

**To Apply:**

- You must be an \_\_\_\_\_ major or minor
- Have completed (or will have completed by graduation) 21 hours in your field of study.
- You must have either Junior or Senior standing
- Fill out this application by the deadline \_\_\_\_\_
- \_\_\_\_\_

**To Be Inducted:**

- You must achieve and maintain a GPA of 3.3 (Overall) and 3.4 (Major)
- Pay national dues to be set annually by the national office (due a month before the induction; a 1x fee).
- You must fulfill participation requirements:
  - Active participation on at least one committee, including executive committee.
  - Attendance at meetings
  - Attendance at a minimum of two events per semester

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**Application for Sigma Iota Rho, \_\_\_\_\_ Chapter**  
**The Honor Society for International Studies**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Year in School: \_\_\_\_\_

Other Schools / Majors / Minors: \_\_\_\_\_

GPA in Major (IS): \_\_\_\_\_

GPA (Overall): \_\_\_\_\_

Extracurricular Activities (attach additional sheet(s) if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please check which committee(s) in which you are interested:

- Events
- Public Relations
- Outreach and Service
- Alumni
- Executive Committee
- Other (please specify your idea)

One idea for a SIR event you would like to see:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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***Please answer the following questions with concise yet complete responses. No maximum limit is imposed, but responses should comprise at least one short response.***

*You may use this paper, or attach separate sheets. If you choose the latter, make sure to put your name on any additional sheets.*

**1. Briefly describe why you chose the IR or related field.**

**2. Please provide a brief statement of your career goals. They need not be polished or finalized, but you should describe the general trajectory that you would like them to take.**

I agree to do my best to meet the requirements of the \_\_\_\_\_  
Chapter of Sigma Iota Rho, and understand that failure to do so may result in the revocation of  
membership.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**FUNDING APPLICATION FORM**



**Funding Application Form**

*Please attach this cover form to your proposal.*

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Thesis or Faculty Advisor:** \_\_\_\_\_

**Requested Amount:** \_\_\_\_\_

**Type of Award:** Please select Award Type

**Approved by:** \_\_\_\_\_



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***SIR SAMPLE CONSTITUTION***

**CONSTITUTION [SAMPLE]**

Note: If your chapter's constitution deviates from this sample please notify the national office as to the section and wording that varies.

**SIGMA IOTA RHO  
THE HONOR SOCIETY FOR INTERNATIONAL STUDIES**

**ARTICLE I - NAME**

**Section 1. Name.**

The Society shall be known as the **X** Chapter [to be determined] of Sigma Iota Rho, Honor Society for International Studies at the **School Name**.

**Section 2. Symbol.**

The letters SIR stand for the following Greek words:

<b>SIGMA</b>	( Σ )	for "synesi," meaning Prudence;
<b>IOTA</b>	( I )	for "ideodoi," meaning Ideals; and
<b>RHO</b>	( P )	for "rhomi," meaning Power.

These three words signify some of the most important values studied by those in the field.

**ARTICLE II - PURPOSE**

**Section 1. Purpose.**

The purpose of this organization shall be to promote and reward scholarship and service among students and practitioners of international studies, international affairs, and global studies and to foster integrity and creative performance in the conduct of world affairs.

**ARTICLE III - MEMBERSHIP**

**Section 1. Classes.**

Sigma Iota Rho is an interdisciplinary honor society specializing in the interdisciplinary field of international affairs. There shall be three classes of membership: student, faculty, or honorary.

**Section 2. Undergraduate Membership**

Election to undergraduate membership shall be by a local chapter from among such juniors and seniors of the institution who meet or exceed the following qualifications.

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- (a) Have completed course work in international studies including courses in relevant subject areas of anthropology, economics, foreign languages, geography, history, political science, and other related disciplines;
- (b) Have attained a junior standing and completed at least twenty-one (21) hours of course work toward the International Studies (or International Relations) major or minor, including at least two courses at the 300 or 400 level.
- (c) Have attained a cumulative grade point average of 3.3 or higher in all courses, and a grade point average of at least 3.4 in international studies (or international relations) courses.
- (d) Must maintain full-time student status of at least twelve (12) hours to be a voting member or hold an office.

**Section 3. Faculty Membership.**

Any interested member of the faculty involved in the teaching of courses giving credit in International Studies (or International Relations) may be elected to faculty membership. Faculty members shall possess all the privileges of membership except for voting and holding office in local chapter. Faculty pays the regular induction fee unless inducted as an honorary member (see below) or if they serve as faculty advisor to the chapter.

**Section 4. Honorary Membership.**

Any person of recognized ability and achievement in the field of international studies (or international relations) may be elected to become an honorary member. No more than two such members may be elected in any one academic year. Honorary members shall possess all the privileges of active membership except that of being an officer or council member of the corporation.

**Section 5. Subsequent Service.**

All persons duly elected to membership (other than honorary) by a local chapter who are subsequently enrolled as students or are serving as faculty members in a different institution at which a chapter is located shall be deemed members of the chapter.

**Section 6. Selection.**

Selection to membership shall be by procedures determined by the local chapter, in accordance with the provisions of this Constitution. Membership will not be restricted on the basis of sex, race, national origin, or handicap.

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**Section 7. Initiation Fee and Dues.**

Each member shall pay such initiation fees and annual dues as may be prescribed by the local chapter, which includes any national fees applying at that time.

**ARTICLE IV - GOVERNMENT**

The chapter shall have full control of its individual affairs, subject to the Constitution and By-Laws of the Society.

**Section 1. Officers.**

The student officers of the chapter shall be elected by the student membership in the spring for the next academic year from the active members of the chapter. Officers of the chapter may be removed from office, and membership of a member may be revoked by a  $\frac{3}{4}$  vote of all members on the membership list and at least one half of the other officers. An officer may be removed from office or a member's membership may be revoked if he/she loses full-time status or is unable to adequately fulfill his/her duties.

- (a) **President** - An elected President will preside at all meetings of the Chapter. He or she will maintain the power to appoint all committee chairpersons and shall present all motions to the Chapter.
- (b) **Vice President** - A Vice President shall be elected whose duties shall be to preside at all meetings and functions that the President cannot attend and assist the President in directing the affairs of the Chapter.
- (c) **Secretary-Treasurer** - A Secretary-Treasurer shall be elected whose duties shall be to handle all dues, accounts, new members, rule observances, etc. at all stated meetings and protocol, and conduct such other duties as are assigned by the President. The Secretary-Treasurer shall maintain all financial records, and shall counter-sign all financial transactions with the President or Faculty Advisor.
- (d) **Executive Committee** - The three officers shall constitute the Executive Committee of the Chapter, which will direct the affairs of the Chapter with the assistance of the Faculty Advisor. The Executive Committee shall have the power to make decisions for the organizations between regular meetings. All actions taken by the Executive Committee shall be reported promptly to the members of the organization.
- (e) **Replacement** - In the event of a vacancy in any office, the Executive Committee shall elect a replacement, to serve until a new officer is elected by the general membership at the next regular business meeting.

**Section 2. Nominations and Elections.**

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- (a) **Nominating Committee** - The President shall appoint a Nominating Committee not less than sixty (60) days prior to each biennial meeting. The Nominating Committee shall consist of the three most recent past Presidents able and willing to serve thereon and more than two additional members designated by the President. If there are not three past Presidents available, the President may appoint a sufficient number of other members to complete the Nominating Committee. The Nominating Committee shall present nominations for officers and at the biennial meeting of members.
- (b) **Nominations by Members** - Additional nominations may be made from the floor by any member at the time the Nominating Committee makes its report.
- (c) **Voting** - All nominations shall be voted on by separate vote for each office. The nominee receiving the highest number of votes of each office shall be declared elected and shall thereupon take office.

**ARTICLE V - ADVISOR**

The Chapter Advisor shall be the Director of Undergraduates Studies of the International Studies (or International Relations) or related Program, or a faculty member teaching courses in the major. The Advisor will assume those responsibilities as outlined in this constitution. The Advisor may be removed from his/her position by a  $\frac{3}{4}$  vote of all members on the membership list and at least one half of the other officers. The Advisor may be removed if it has been determined that he/she is unable to adequately fulfill the position.

**ARTICLE VI - AMENDMENTS**

Amendments to this constitution must be submitted in writing at a regular or special meeting of the organization. Said amendments will be voted on at the subsequent meeting. Amendments may be adopted by a  $\frac{3}{4}$  vote of the active members or by a  $\frac{2}{3}$  vote of the active members and a majority vote of the Chapter Executive Committee. All amendments must be submitted to the Sigma Iota Rho National Office.

The same amendment may not be proposed more than once during any academic year.

**ARTICLE VII - MEETINGS**

**Section 1. Member Meetings.**

General meetings shall be held at a prescribed day and hour as decided upon by the chapter in its first special meeting.

A quorum consists of a simple majority of the membership plus at least one officer. **Robert's Rules of Order** (newly revised) shall govern all meetings.

**ARTICLE VIII - RATIFICATION**

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The Constitution shall become effective upon approval by the membership, the Commission on Student Services, and the President/National Director of Sigma Iota Rho International.