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February 26, 2014

VIA EMAIL ([tonimarek@gmail.com](mailto:tonimarek@gmail.com)) AND FEDERAL EXPRESS  
PERSONAL AND CONFIDENTIAL  
Ms. Toni Marek



Dear Ms. Marek:

This firm represents Phi Theta Kappa Honor Society.

Phi Theta Kappa has received evidence indicating that you have made certain statements to one or more third parties about Phi Theta Kappa and its Executive Director, Dr. Rod Risley, in relation to your January 2014 resignation as an International Officer of Phi Theta Kappa. Review of this matter to date indicates that such statements as reported to Phi Theta Kappa are untrue. We thus request that you immediately cease and desist from such conduct. You should also be aware that publication of false and defamatory statements about Phi Theta Kappa or Dr. Risley may result in appropriate legal action against you.

Please also be reminded that your Phi Theta Kappa Honor Code for International Officers (copy enclosed) provides an appropriate procedure for expression of disagreement with the cessation of your term as an officer. You have 30 days from receipt of this notice to invoke this process. If you desire to take advantage of this process, you may contact Mr. Kip C. Johnson, Phi Theta Kappa's Board Chair, at 202-637-2260.

If you are represented by counsel concerning the above matters, please have your counsel contact me concerning this correspondence.

Very truly yours,

WATKINS & EAGER, PLLC

Walter J. Brand

WJB/tg  
enclosure

## PHI THETA KAPPA HONOR CODE FOR INTERNATIONAL OFFICERS

### **Mission Statement**

The purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college 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 International Officers are held. This Honor Code is not simply a set of rules and procedures governing International Officers' academic conduct; it is an opportunity to put personal responsibility and integrity into action. As International Officers abide by this code, they liberate themselves to serve the Society in an atmosphere of mutual confidence and respect. The success of the Code depends upon the support of the Society. When members and advisors become aware of infractions, they are obligated to report them. Members should report any infractions to their chapter advisor who may communicate them to the Executive Director.

### **HONOR CODE**

As an International Officer...

I will conduct myself at all times in a manner that reflects positively on myself, my chapter, 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 Executive Committee requires a team effort, and I pledge to work together to promote the Society's Mission.

I will work with 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 Society's 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 Phi Theta Kappa.

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

### HONOR CODE FOR INTERNATIONAL OFFICERS STATEMENT

I have read, understood and agree to the terms and conditions of the Phi Theta Kappa Honor Code. I further understand and agree that violation of this code will subject me to discipline determined appropriate by the Executive Director or his designees. Additionally, I understand that pursuant to the procedures outlined by the Board of Directors, I have the right to appeal disciplinary action, which results in my suspension from office.

Candidate's

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

Candidate's Signature: \_\_\_\_\_

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