

CONSTITUTION OF XYZ CHAPTER OF ALPHA OMEGA Louisiana Tech University

Article I – Name

The name of the organization shall be the XYZ Chapter of the Alpha Omega Society

Article II – Purpose

Section 1. The purpose of the Alpha Omega Society shall be to promote undergraduate study and research and to stimulate scholarship and leadership toward the betterment of individuals and society.

Section 2. The members shall strive to implement the ideals of scholarship, citizenship, and leadership by rendering services and making contributions to Louisiana Tech University.

Article III – Members

Section 1. Membership shall be composed of active, inactive, and alumni members. All officers and voting members shall be currently enrolled students at Louisiana Tech University. Membership in Alpha Omega is open without restriction as to race, creed, sex, or national origin.

A. Active members shall be members in good standing, elected, and inducted as prescribed by the bylaws. Active membership shall be for the period of time that a student pursues an undergraduate degree at Louisiana Tech University. Those students who graduate and enroll for graduate credit at Louisiana Tech University may continue active membership for the remainder of that school year. To be considered for active membership in the society, a student must have completed at least 30 hours of college credit and have made no less than a 3.0 GPA based on hours pursued.

B. Inactive members shall be those members who are not pursuing an undergraduate degree during a quarter or have not paid their quarterly dues by the third week of the quarter.

C. Alumni members shall be past members who, by reason of graduation, are no longer active or inactive members and who have paid alumni dues for the current year.

Section 2. Qualifications for active membership shall be scholarship, service, and leadership.

Section 3. A list of all students who have the required hours and GPA necessary for membership in the society shall be compiled. This list of names shall be used as a reference list. Prospective new members may be nominated by current members and/or the faculty advisor. New active members shall be elected during the second week of Winter Quarter by a simple majority vote of the active members present. Voting will be done by secret ballot and shall be counted by the executive committee. All new members shall be inducted before the end of the Winter Quarter.

Section 4. Newly elected members of Alpha Omega will be notified within three days of their selection by the president. Notification shall be in the form of a letter.

Article IV – Officers

Section. 1. The officers of XYZ Chapter of Alpha Omega shall consist of president, vice-president, secretary, treasurer, publicity chairperson, and historian.

Section 2. The present officers, the past president if still enrolled, and the faculty advisor of XYZ Chapter shall comprise the executive committee.

Section 3. The election of president, vice-president, secretary, treasurer, publicity chairperson, and historian shall take place the fifth week of Spring quarter. Officers shall be elected by a majority vote of the active members present provided there is a quorum. A runoff of the top two candidates shall take place if necessary. Elections will be by secret ballot and the executive committee shall count the ballots. The newly elected officers will take office at the next regularly scheduled meeting, and their term of office shall be for one year. Any vacancy in an office shall be filled by a special election at the next regularly scheduled meeting after the officer announces the resignation.

Section 4. At a regularly scheduled meeting, any member may request in writing that an officer be removed from his/her position. This request is automatically tabled until the next regularly scheduled meeting. A special meeting is automatically called if the next regular meeting is more than one week away. At the next meeting (or special meeting if necessary), discussion of the conduct of the officer will be held and a vote of two-thirds of the active members present are required to remove the officer, providing a quorum is present. The position will be filled by special election at the next meeting.

Section 5. Duties of Officers:

- A. President: The president shall assume responsibility for leadership in the work of the chapter, bring before the chapter all communications and information from the university or national officers, and assist all committees and the chapter in executing their plans and programs. The president shall call and preside at all meetings and appoint and serve as an ex-officio member of all committees.

- B. Vice-President: The vice-president shall preside in the absence of the president, advise the president on all matters concerning the conduct of the society, and serve as chairperson of the program committee.

- C. Secretary: The secretary shall keep a strict record of all meetings and procedures; assist the president by sending out notices promptly and by informing committees when reports are due; cooperate with the national office by reporting the names and addresses of chapter officers immediately upon their election; and compile a list each quarter of qualified candidates including their names, activities, and GPA.
- D. Treasurer: The treasurer shall collect all dues, receive all funds of the society, and pay all bills of the society with the approval and co-signature of president.
- E. Publicity Chairperson: The publicity chairperson shall report all activities of the club and inform members and officers of upcoming meetings and activities.
- F. Historian: The historian shall keep all records up-to-date, serve as the membership file chairperson, prepare a layout for the Lagniappe page, and compile the scrapbook.

Article V – Faculty Advisor

The XYZ Chapter of Alpha Omega shall elect its faculty advisor at the last meeting of Spring Quarter. Nominations will be taken from the floor at this meeting, and it is the responsibility of the person making the nomination to know that the person will accept the faculty advisor position. An individual receiving a simple majority of the vote of the active members present will be elected as faculty advisor providing a quorum is present. If during the first balloting no one receives a simple majority of the vote of the active members, then a runoff will be held between the top two candidates.

The faculty advisor shall NOT exercise care, custody, and/or control over the funds of the organization.

Article VI – Meetings

Section 1. Regular meetings shall be held on the second Thursday of each month. Special meetings may be called at any time by the President. Membership shall be informed of special meetings by having the secretary call each member personally. Notice of special meetings must be received by the membership as least 24 hours in advance.

Section 2. No business may be conducted at a regular or special meeting unless a quorum is present. A quorum is defined as a number of active members present which exceeds 50% of the total active membership.

Section 3. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the society in conducting business at any meeting. These same rules shall govern the society in all cases to which they are applicable and do not conflict with other sections of these bylaws.

Article VII – Finance

Section 1. The induction fee for each new member shall be \$10. This fee shall be collected at the first regularly scheduled meeting after the member is inducted.

Section 2. The national annual dues, along with local dues, will be collected at the second regularly scheduled meeting of Fall Quarter. These dues will be collected from both active and alumni members. The dues paid to the national organization will entitle each member to one year's subscription to the national membership publication of the society. Local dues will be set by a two-thirds vote of the active membership at the first meeting of Fall Quarter.

Article VIII – Committees

Section 1. The president shall appoint whatever committees necessary for temporary (ad hoc) or continuing tasks (standing committees) to assist the proper functioning of the organization.

Section 2. Appointment to standing committees shall continue throughout the school year or until a successor is selected.

Article IX – Conduct

Section 1. The society and its members agree to uphold and abide by the rules and regulations of Louisiana Tech University.

Section 2. The society agrees that it is responsible for the behavior of members and guests at any of its functions.

Section 3. Hazing, in any form, is not allowed by this organization or its individual members.

Article X – Amendment of Bylaws

Section 1. Suggestions for amendment or revision of the bylaws of the chapter may be presented in writing at any regularly scheduled meeting. The motion for the changes in the Constitution shall automatically be tabled until the next regularly scheduled meeting. Once the motion is brought off the table, it can be approved by a positive vote of two-thirds of the active members present, providing there is a quorum.

Section 2. Amendments or revision of the Constitution may not go into effect until approved by the Louisiana Tech Student Organizations Committee.

This constitution was revised on January 19, 2006.