

**DELTA KAPPA GAMMA SOCIETY INTERNATIONAL
ALPHA CHAPTER, NEW JERSEY STATE ORGANIZATION
STANDING RULES**

ARTICLE I. NAME

The name of this chapter shall be Alpha Chapter of the New Jersey State Organization of The Delta Kappa Gamma Society International.

ARTICLE II. PURPOSES

The purposes of Alpha Chapter shall be the seven purposes of The Delta Kappa Gamma Society International (CONSTITUTION, ARTICLE II) and those in the New Jersey State Organization **BYLAWS**.

ARTICLE III. MEMBERSHIP

- A. Membership in Alpha Chapter shall be in accordance with the CONSTITUTION, ARTICLE III.
- B.
 - 1. Membership in The Delta Kappa Gamma Society International shall be by invitation. At the time she joins the Society, a member becomes a member of the international Society, a state organization, and a chapter.
 - 2. An individual becomes a member of the Society when she pays her dues.

Section B. Classification

- 1. An active member shall be a woman who is or has been employed as a professional educator at the time of her election. An active member shall participate in the activities of the Society.
 - 2. Reserve membership shall be granted only to a member who is unable to participate fully in the activities of the chapter because of medical disability, geographic location, and/or no technological connection/skill.
 - a. Reserve status shall be granted by a majority vote of the chapter.
 - b. A reserve member, so requesting, shall be restored to active membership.
 - 3. An honorary member shall be a woman not eligible for active membership who has rendered notable service to education or to women, and is elected to honorary membership in recognition of such service.
 - 4. Collegiate members shall be undergraduate or graduate students who meet the following criteria:
 - a. Bachelor student collegiate members shall
 - (1) be enrolled in an institution offering coursework leading to a career in education; and have the intent to continue academically and professionally in the field of education; and
 - (2) be enrolled within the last two years of their bachelor's education degree.
 - b. Graduate/Masters/Doctoral student collegiate members shall have Graduate/Masters/Doctoral standing in an institution offering coursework in the field of education; and have the intent to continue academically and professionally in the field of education.
- When a collegiate member starts her career as a paid educator, she will pay active member dues and become an active member. If a collegiate member does not pursue a career as an educator, her membership will expire upon graduation or withdrawal from the education degree program.

Section C. Election

1. A candidate for active or collegiate membership shall be approved upon the nomination of a member of the chapter.
2. A candidate for honorary membership at the chapter, state organization, or international level shall be elected by the method established by the respective executive board.

Section D. Transfer

A member in good standing may transfer from another chapter within the state organization or within another state organization.

Section E. Termination of Membership

1. Membership in the Society is terminated for non-payment of dues and fees, resignation, or death.
2. The chapter shall keep a record of members terminated, including the reason and date of termination. A report of members terminated shall be a part of the minutes of a chapter executive board and/or chapter meeting.
3. The chapter membership chair shall file letters of resignation and notify the state membership chair.

Section F. Reinstatement

A former member shall be reinstated to membership by the chapter receiving the request.

ARTICLE IV. FINANCES

- A. Dues and fees to international and state organizations shall be in accordance with the CONSTITUTION, ARTICLE IV and the New Jersey State Organization BYLAWS.
- B. Chapter dues and fees shall be determined annually by chapter vote at the February meeting.
 1. The membership year is July 1-June 30. Annual dues and scholarship fees shall be paid no later than June 30 of the following fiscal year. On October 1, members shall be dropped for non-payment of dues and fees.
 2. New members who join between July 1 and December 31 shall pay full international dues for the current fiscal year. New members who join between January 1 and March 31 shall pay half dues. New members joining between April 1 and June 30 shall pay full international dues for the ensuing year. Reinstated members shall pay full annual dues whenever reinstated.
 3. All dues and fees shall be collected by the chapter treasurer. State and International dues shall be forwarded to the state treasurer.
- C. Chapter assessments may be levied following an affirmative vote of the membership. Assessments should be reviewed and voted upon each year when the chapter budget is considered. Reserve members are exempted from paying chapter assessments.
- D. The annual budget shall be formulated by the Finance Committee, the treasurer, and the chapter president, approved by the Executive Board, and voted upon by the membership no later than the October meeting each year.
- E. Checks may be signed by either the treasurer or the chapter president. : The president shall approve the payment of expenses by the treasurer by co-signing all checks.

- F. The President shall appoint an auditor to review the finances at the end of each fiscal year.

ARTICLE V. OFFICERS

- A. The officers of Alpha Chapter shall be the following:
 - 1. President
 - 2. First Vice-President
 - 3. Second Vice-President
 - 4. Secretary
 - 5. Treasurer
- B. The chapter officers, except treasurer, shall be elected in even-numbered years.
 - 1. The term of each elected officer shall be two (2) years. No officer, except the treasurer, may serve in the same office longer than two (2) terms in succession. All officers shall take office on July 1, following their election.
 - 2. The treasurer shall be selected by the Executive Board each biennium.
- C. A parliamentarian shall be appointed by the chapter president from the membership of the chapter to serve for a term of two years. A parliamentarian is not an officer.
- D. Election shall be in accordance with the CONSTITUTION, ARTICLE VI.
- E. Duties of chapter officers are specified in the CONSTITUTION, ARTICLE VI and the Handbook of The DKG Society International.
Additional duties and responsibilities of the officers are listed as follows:
 - 1. The president is a representative and voting member on the New Jersey State organization executive board.
 - 2. The first vice-president shall also be in charge of Educational Excellence.
 - 3. The second vice-president shall also be in charge of Membership/Necrology.
 - 4. The corresponding secretary shall be responsible for the distribution of non-electronic meeting notices.
- F. Nominations and Election - The Nominations chair shall appoint a committee to select the slate of officers for the next biennium. The nominations chair shall be an elected position and her name will appear on the slate and ballot with the elected officers. The chapter shall elect the officers at a meeting preceding the final meeting of the biennium. Chapter officers, except the treasurer, shall be elected in even-numbered years.
- G. Term of Office - Terms of office shall be two years. No officer shall hold more than two consecutive terms in the same office, except for the treasurer, whose term may be longer.
- H. Vacancies - Succession for elected officers shall be consistent with the CONSTITUTION, ARTICLE VI. Otherwise, the President shall appoint a replacement.

ARTICLE VI. EXECUTIVE BOARD

- A. The Executive Board shall act in accordance with the CONSTITUTION, ARTICLE VII and the New Jersey State Organization Bylaws, Article VIII.

- B. The Alpha Chapter Executive Board shall consist of the officers, the parliamentarian who serves without vote, the immediate past president, and the committee chairpersons.
- C. The Executive Board shall meet a minimum of two times a year. At the discretion of the president, an Executive Board constituted of just the officers may meet and act.
- D. The chapter Executive Board may meet through electronic communication as long as all the members may hear one another and have the ability to participate and respond.
- E. A quorum is the majority of the voting members.

ARTICLE VII. COMMITTEES

- A. Each chapter shall govern the conduct of its business in a manner consistent with the CONSTITUTION and New Jersey State BYLAWS and may fulfill its constitutional responsibilities by establishing committees as needed.
- B. A Standing Committee shall consist of a chairperson appointed by the president and the number of members deemed necessary by the chairperson and the president to perform the committee’s functions.
- C. The Standing committees will conform to committees as outlined in the New Jersey State Organization BYLAWS.

Standing committees shall be:

Society Business:

- * Expansion
- * Leadership Development
- * Membership
- * Exhibits and Record Books
- History and Archives
- * Rules/Bylaws
- * Communications
- Alpha Rosebud
- * Convention
- * Yearbook
- * Nominations
- Installation
- Finance/Audit

Necrology
 Induction
 Welfare/Moral

Society Mission and Purpose:

- *Program Planning
- *Educational Excellence
- *Legislation
- *Scholarships/Stipends
- *World Fellowship
- * Awards
- Music
- Social
- Technology

(Those with an asterisk (*) indicate the committee must have a representative on the New Jersey State Organization Committee)

- D. Special committees may be appointed and dissolved by the president as the need arises.
- E. The duties of the chapter Standing Committees are in accordance with the CONSTITUTION, ARTICLE VIII and the New Jersey State Organization BYLAWS.

ARTICLE VIII. MEETINGS

- A. A minimum of four meetings shall be held each fiscal year.

- B. Additional Meetings
 1. The Executive Board shall meet a minimum of two times a year.
 2. An inductees' tea/brunch shall be scheduled during any year that the chapter receives new members.
- C. Special meetings of a social or business nature may be called by the president when deemed necessary.
- D. A quorum shall be one-third of the active membership.
- E. All members being notified, meetings/conventions may be face-to-face, through electronic communication, or through a combination of the two, as long as members present may simultaneously hear one another and participate during the meeting.
- F. Motions shall be carried by majority vote of those present or electronically.

ARTICLE IX. OTHER BUSINESS

- A. Grants-in-aid - The procedure for naming non-member recipients and the amount shall be found in the Handbook of The DKG Society International, pages 25-26.
- B. Scholarships/Hoistma Grant - The procedure for naming the member recipient, determining the amount and number of scholarships shall be in accordance with the CONSTITUTION, ARTICLE XIII AWARDS.
- C. Publications - The chapter shall disseminate material (Alpha Rosebud) concerning chapter meetings and society information before each meeting through electronic/written formats. The President shall approve all publications.

ARTICLE X. DISSOLUTION

The chapter shall follow the rules governing dissolution in the CONSTITUTION ARTICLE XIX DISSOLUTION Number 3 and New Jersey State Organization BYLAWS.

- A. Before a chapter is dissolved, the approval of the state organization Executive Board must be obtained.
- B. Careful consideration shall be given to the manner in which those desiring to maintain membership transfer to other chapters. International procedures must be followed.
- C. Any remaining funds in the chapter account shall be sent to the state organization treasurer for state or international projects.
- D. The chapter's paraphernalia, the Society's publications, and the chapter's records shall be retained in the state organization archives and made available for use.
- E. The chapter's charter must be returned to the state organization to be forwarded to the International Headquarters.

- F. The state organization Executive Board shall decide whether the Greek name shall be reused or not.

ARTICLE X. AMENDMENTS

The Standing Rules stated herewith may be amended or revised every biennium by the two-thirds vote of those members present. The members may be advised of changes in the newsletter or at a chapter business meeting.

ARTICLE XI. PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised (current edition) shall govern the chapter proceedings in instances in which this authority is not inconsistent with the CONSTITUTION or New Jersey State Organization Bylaws and Standing Rules Society rules.

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