

**Omicron Chapter
Alpha Chi State
The Delta Kappa Gamma Society International
Chapter Rules**

Article 1 – Name

The name of this organization shall be Omicron Chapter, Alpha Chi State, Nevada, The Delta Kappa Gamma Society International.

Article II – Mission and Purpose

The mission and purpose of Omicron Chapter shall be the same as those of The Delta Kappa Gamma Society International.

Article III – Membership

- A. *Omicron membership shall be composed of active, reserve, colligate and honorary members.*
- B. *Membership shall be by invitation of the chapter. A prospective member's name shall be submitted to the membership, which shall ascertain if the prospective member meets the criteria for membership specified in the state bylaws (Article 3 Section A).*
 - 1. *These prospective members include any woman employed in educational work, or retired from educational work.*
 - 2. *Active collegial within two years of graduating with an educational degree.*
(Article III Membership of International Constitution)
 - 3. *Graduate students pursuing an advanced educational degree.*
(Article III Membership of International Constitution)
- C. New members should be inducted within one year.
- D. Induction shall be held anytime during the year.
- E. Chapter treasurer will keep an accurate and current roster of all members

Article IV – Finances

- A. An initiation fee of \$10.00 shall be required.
- B. *Annual dues - Dues shall be paid by July 1 of each year. On September 30, a member shall be dropped for non-payment of dues.*
 - 1. International dues - \$40.00 Active Member or \$20.00 Reserve Member
 - 2. Alpha Chi state – \$11.00 Active Member or \$3.00 Reserve Member
 - 3. Omicron - \$9.00 Active Member or \$7 Reserve if we ask for \$30
- C. *The chapter fiscal year shall be July 1 to June 30 inclusive.*

Article V – Officers

- A. Officers of Omicron chapter shall be president, either one or two vice presidents depending on membership. secretary, treasurer, and parliamentarian. +If two vice presidents one is responsible for educational excellence and one is responsible for membership.
 - 1. The president serves as a representative on Alpha Chi executive board
 - 2. If one vice president the president can appoint another member to chair educational excellence or membership committees.
 - 3. All chapter officers must be active members except parliamentarian who could be an honorary or collegiate members
- B. Officers shall be nominated by the nomination committee in even numbered years. The president, vice president(s), and secretary shall be elected before April 1 by a majority of the members present at the meeting and installed by July 1.
- C. The term of office will be two years, and no officer, (except the treasurer) may serve more than two terms in succession. All officers shall take office on/before July 1 of even numbered years.

- D. The treasurer and parliamentarian shall be appointed by the president each biennium.
- E. Vacancies: In the event of a vacancy of the office of president during her term, 1st vice president shall assume the duties of president. In the event of a vacancy of any other office, the remaining executive board members shall appoint the new officer to fulfill the term of that office.
- F. Reports: All reports shall be sent to the requesting state officers or state committee by February 1st.

Article VI – Executive Board

The executive board shall consist of president, vice president(s), secretary, treasurer, parliamentarian, and immediate past president.

- 1, Parliamentarian serves without vote.
- 2 Executive board met at least twice a year, with a quorum being the majority of the voting members.

Article VII - Committees

The following standing committees are recommended:

- A. Educational Excellence – chaired by the 1st vice president or appointed member.
 - 1. Responsible for selecting and arranging for programs at all meetings that the executive committee determines should have a program.
 - 2. Responsible for recommending and organizing at least one service project per year. The entire membership of the chapter should be included in the project.
- B. Finance

The committee, appointed by the president is responsible for setting a budget for each fiscal year (July 1 through June 30). The budget shall be approved by a simple majority of those present at the first business meeting of each fiscal year. The treasurer is a member, but not chairperson, of this committee.
- C. Membership – chaired by the 2nd vice president or appointed member.
 - 1. Responsible for investigating and recommending prospective members. The prospective members' names may be submitted by any member of the chapter.
 - 2. This committee will provide information on membership to prospective members and is also responsible for planning the initiation of new members.
- D. Scholarship/Grant-in-aid/Golden Apple Award
 - 1. The committee, appointed by the president is responsible for determining the qualifications and amounts for whichever chosen award or scholarship.
 - 2. All members shall be responsible for raising money through projects determined by the chapter each year.
 - a. Up to \$250 awarded to any part- or full-time teacher staff member or student intern supporting public education.
 - b. Proposal must include: 1) name and contact information 2) school grade level and number of students involved in proposed activity 3) title of project 4) brief description of project 5) and detailed budget.
 - c. Recipients of a grant must wait three years before applying again.
- E. Communication and Publicity

The committee, appointed by the president is responsible for composing and distributing the chapter newsletter and maintaining the chapter web site.
- F. Historian

The committee, appointed by the president maintains the chapter's historical achievements.
- G. International Education Funds

The committee, appointed by the president supports and promotes the work of International Education Funds at the chapter level. Members may choose which fund they choose to donate to.
- H. Nominating committee

The committee, appointed by the president is responsible for submitting a slate of officers at the first business meeting of each even numbered year. The committee shall obtain the permission of the nominees.

- I. Special committees
Any committee that shall be needed to carry out chapter functions which are not part of the responsibilities of any standing committee.
- J. Vacancies in a committee position shall be filled by appointment by the president.
- K. Chapter president serves as member ex officio on committees except nominations.

Article VIII – Meetings

- A. Meetings can be in person, or electronically as long as all members can simultaneously hear each other.
- B. Business meetings shall be held at least four times during each calendar year. Other business and social meetings may be held at the discretion of the executive board.
- C. Members shall be notified of each meeting prior to the meeting by e-mail, newsletter or telephone.
- D. Executive Board meetings shall be held at least twice during each calendar year, and under special circumstance can be held electronically as long as all members can simultaneously hear each other

Article IX -Publication

The communication committee shall be published at least three newsletters each year. Following presidents' approval, the newsletter will be posted to the chapter website and electronically sent to state president, state communication chair and state webmaster.

Article X- Parliamentary Authority

Roberts Rules of Order (latest edition) shall govern procedures of Omicron Chapter meetings.

Article XI – Amendments.

- A. These chapter rules may be amended as needed in the following manner:
 - 1. Recommendation by the Executive Board or any member of the chapter.
 - 2. The recommended amendment shall be read at a regular business meeting and reported in the chapter newsletter.
 - 3. At the next business meeting the amendments shall be read and voted upon. An amendment may be adopted or rejected by a majority vote of those present.

GOVERNING DOCUMENTS

Omicron Chapter shall be governed by the constitution and standing rules of Delta Kappa Gamma Society International, Alpha Chi State by-laws and standing rules, and this document.

DISSOLUTION

With Alpha Chi state approval Omicron chapter will send charter, paraphernalia and records to the state organization. Omicron chapter funds and financial records what be sent to the state treasurer.

OMICRON CHAPTER RULES SUBMITTED BY:

Heidi Hull and Marlene Killion, Chapter Rules Committee

AMENDED 2017

AMENDED 2022