TAU CHAPTER RULES

Alpha State Texas Organization of

The Delta Kappa Gamma Society International

ARTICLE I – NAME OF CHAPTER

The name of this chapter shall be TAU Chapter of the Texas State Organization of the Delta Kappa Gamma Society International.

ARTICLE II – OBJECTIVE

The objective of TAU Chapter shall be to promote the Mission and Purposes of the Delta Kappa Gamma Society International and the Texas State Organization.

ARTICLE III – MEMBERSHIP

**Section A.** Active Members

The membership of the TAU Chapter shall be composed of active members who are employed in educational work at the time of their election or are retired from an educational position (*Constitution [2011]* Article III-B-1). An active member shall participate in the activities of the Society.

**Section B.** Reserve Members

Reserve membership shall be granted only to those initiated members who are unable to participate fully in the activities of the Society because of physical disability and/or geographical location. (*Constitution [2002]* Article III-B-2)

**Section C.** Honorary Members

Honorary members shall be women not eligible for active membership, who have rendered notable service to education or to women, and are elected to honorary membership in recognition of such service. They shall be privileged to participate in all activities except that of holding office.

**Section D.** New Members

1. Recommendations for new members shall be submitted to the membership committee at any regular chapter meeting.
2. Election of New Members
   1. Voting for new members shall be at a regular chapter meeting
   2. Voting shall be by majority vote. (*Constitution [2007] Article III-C-1,2)*
   3. Orientation/Reorientation of new members shall be during a designated meeting. The chapter president and the membership chairman shall see that nominees receive information through orientation provided by the chapter members.
   4. Service years are not a prerequisite for membership.

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**Section E.** Reasons forTermination of Membership

1. Non-payment of dues by the dues deadline of October 31 shall result in termination of membership.
2. Resignations shall be submitted in writing to the chapter president and accepted by vote of the chapter members.
3. Death of an Active or Reserve member.

**Section F.** Reinstatement of Membership

Upon request, formerly active members may be returned to active membership. No reinstatement fee or vote is required.

ARTICLE IV – FINANCES

**Section A.** Where applicable, the *Constitution*, Articles IV and X, 1,9 shall govern TAU Chapter finances.

**Section B.** Annual Dues/assessments for all active and reserve members in TAU Chapter shall be established no later than the first fiscal meeting of the year, and shall include state and international dues as established by these organizations.

**Section C.** Finance Control

1. The TAU Chapter Finance Committee shall submit annually a proposed budget for adoption by 2/3 vote of members present at the October meeting.
2. All expenses shall be approved by the chapter president prior to payment.
3. The president’s and treasurer’s signatures shall be required on all checks. The secretary’s signature shall also be on the signature card at the bank.
4. An annual audit report shall be submitted to the chapter’s executive board at the first meeting of each new year.

**Section D.** Other Finances

1. An initiation fee of $10.00 shall be paid by each new active and reserve member. Five dollars will go to International and five dollars will remain with Tau Chapter.
2. Honorary members – See *Constitution, [2010] Article IV, Section C*
3. Fees of $1.00 per member may be required annually to support the various scholarship and leadership opportunities provided by the Texas State Organization.
4. An annual fund-raiser shall be held to support the Caroline Forsythe grant-in-aid program to assist zero year female teachers within the Limestone and Freestone County school districts.
5. Tau Chapter shall provide each new chapter president with her bar pin. A president who has previously served in this office shall receive a golden rose guard.
6. Yearbook expenses shall be included in the annual budget.

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1. State convention expense stipend shall be determined each year and used to send the chapter president or her designee to the Texas State convention.
2. Gifts for guest speakers/program presenters shall be at the discretion of the chapter in an amount not to exceed $10 in the form of a donation to a local library.
3. Memorials may be made from the TAU Chapter treasury to a local library in Limestone or Freestone County in the amount of $15 for the loss of an active or reserve member and $10 for the loss of a parent, spouse, sibling or child of an active or reserve member.

**Section E.** Grant-in-aid

The Caroline Forsythe Grant-in-Aid recipients who are zero year women teachers from Coolidge, Dew, Fairfield, Groesbeck, Mexia, Teague and Wortham, will be chosen by a random drawing, with no more than one recipient per district. These new professionals will receive $100 each for the purchase of school supplies.

ARTICLE V – ORGANIZATION

**Section A.** Chapter

1. TAU Chapter shall govern the conduct of its business in a manner consistent with the *Constitution, International Standing Rules*, and with State *Bylaws* and *Rules*, andTAU *Chapter Rules*.
2. The chapter officers, except the treasurer and parliamentarian, shall be elected in accordance with the *Constitution*, Article VI, Section D,3.
3. The chapter president shall attend the State Executive Board meetings and shall represent the chapter as a voting member. If the president is unable to attend, she shall appoint a representative from the chapter membership.
4. It has become a tradition to meet with the three Waco Delta Kappa Gamma chapters for a Founder’s Luncheon in May. This luncheon will take the place of the May meeting.

**Section B.** Area

TAU Chapter shall participate in the activities of Area VIII as assigned by the Texas State Executive Board.

ARTICLE VI – OFFICERS

**Section A.**

1. The elected officers of TAU Chapter, all of whom shall be members of the Society, shall be a president, a first vice-president, a second vice president, a recording secretary, and a corresponding secretary.
2. The incoming president shall appoint a parliamentarian and the Executive Board shall appoint a treasurer.

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**Section B.** Duties

Chapter officers shall perform the duties enumerated in the *Constitution*, Article VI, Section C, and in the State *Bylaws* and *Rules.*

**Section C.** Nominations and Election

1. Nominations for chapter officers and for the nominations committee shall be made in even numbered years by a nominations committee of three (3), elected by a majority vote of members present at the January meeting. The chairman of the nominations committee shall be named by the chapter president from those elected to the committee.
2. The chapter nominations committee shall submit the name of one nominee for each elective office position and the names for the new nominations committee. Consent of each nominee must be obtained. The slate with candidate qualifications shall be presented to the chapter members at the March meeting. Nominations may be made from the floor with the consent of the nominee.
3. If there is only one nominee for an office, election may be by voice vote. A majority of the votes cast, elects.
4. If there are two or more nominees for an office, election may be by ballot vote and a majority of votes cast, elects. The nominations committee shall prepare the ballot and conduct the election.
5. Chapter officers shall be elected in even numbered years by a majority vote of chapter members present.

**Section D.** Term of Office

The term of office for chapter officers shall be a term of two years in accordance with the *Constitution*, Article “VI, D,3,b.

**Section E.** Vacancies

1. When a vacancy occurs in the office of president, the first vice-president shall become president.
2. When a vacancy occurs in other elective or appointed positions, the chapter president shall name a successor.

ARTICLE VII – EXECUTIVE BOARD

**Section A.** Members

1. The members of the executive board shall be the elected officers of the chapter and the immediate past president.
2. Ex-officio members of the executive board shall be the treasurer, with vote (*Constitution [2010],* Article VI, Section C,9a,7) and the parliamentarian, without vote.

**Section B.** Duties

The duties of the executive board shall be those specified in the *Constitution*, Article VII, Section C.

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**Section C.** Meetings

The executive board shall meet at least twice annually.

**Section D.** Quorum

A quorum shall be a majority of the voting members of the board.

ARTICLE VIII – COMMITTEES

**Section A.** Committees of TAU Chapter shall be:

1. Society Business
   1. Finance (treasurer serves as chairman)
   2. Necrology
   3. Chapter Rules
   4. Membership
   5. Nominations
   6. Ceremonies
2. Educational Excellence
   1. Programs (1st vice president serves as chairman)
   2. Legislative
   3. Music
   4. Personal & Professional Enrichment
   5. Research
   6. Yearbook/Newsletter (2nd vice president serves as chairman)
3. Society Mission & Purposes
   1. Communications
   2. Scholarships
   3. Achievement Awards (recording secretary serves as chairman)
   4. World Fellowship
4. Special Committees
   1. Courtesy (corresponding secretary serves as chairman)
   2. Scrapbook
   3. Ways and Means
   4. Telephone
   5. Caroline C. Forsythe Chapter Grant-in- Aid
   6. Webmaster

**Section B.** Committee Responsibilities

1. TAU Chapter committees shall be responsible for any duty represented by the international committee descriptions, *Constitution*, Article VIII, Section B,C,D.
2. TAU Chapter may establish standing committees to carry out these duties as well as special committees when needed.
3. Reports of chapter committees shall be prepared on forms supplied by International Headquarters and submitted to the person designated on the forms.
4. Overall *responsibilities* of each committee are specified in the State Bylaws and Rules.
5. The TAU president shall approve all publications including the monthly TAU TALK newsletter.

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**Section C.** Selection of Committee Members

1. All committees shall be appointed by the chapter president except the nominations committee, and she shall be an ex-officio member of all committees except the nominations committee.
2. Special committees may be created to carry out projects authorized by the chapter.

ARTICLE IX – CHAPTER MEETINGS

**Section A.** Meetings

1. TAU Chapter will have seven (7) regularly scheduled meetings each year.
2. Meetings will be held at 5:00 PM on the designated day listed in the yearbook, Tau website, or brochure.
3. In even-numbered years, the chapter will cooperate with Area VIII in a Leadership Workshop in August or September. In odd-numbered years, the president may elect to have a special September meeting.
4. The annual May meeting may be held with the Waco chapters at a Founder’s Celebration luncheon

**Section B.** Quorum

To transact business, a quorum of ten (10) of the chapter members must be present. (as amended May 2, 2005)

ARTICLE X – SPECIAL CHAPTER POLICIES

1. The first vice president shall serve as program chairman.
2. The second vice president shall be chairman of the yearbook committee. She shall also publish a chapter newsletter each month before the monthly meeting and be responsible for submitting chapter rules to the State *Bylaws* and *Rules* Committee*.*
3. The recording secretary may chair the Tau Chapter achievement award committee in additional to her duties of taking and reading minutes.
4. The corresponding secretary shall carry on such correspondence as may be delegated by the president, read any correspondence at meetings, and serve in any other capacity as assigned by the president. She shall serve as courtesy chairman.
5. The treasurer shall be chairman of the finance committee and shall present an annual budget to be voted on by the chapter at the first meeting of the year. She shall also be custodian of the membership records.
6. Members shall be assessed a $1.00 fine if they do not wear their key pin to the meeting.
7. The parliamentarian is usually the immediate past chapter president who should have a knowledge of parliamentary procedure as outlined in *Roberts Rules of Order, Newly Revised.*
8. A memorial observance shall be made at a chapter meeting for the death of a member. With the family’s permission, a single red or white rose may be placed on the casket or in a simple vase nearby. If desired, a memorial service may be held as part of the funeral in accordance with the ceremony outlined in the Society’s *Ceremonial Handbook*.

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1. A permanent record of each year’s history of TAU Chapter shall be kept.
2. Any absence is considered an “excused absence.”
3. In the event of chapter dissolution, the provisions in the *Constitution*, Article XIX, and *State Rules,* Section 16.2 must be followed.

ARTICLE XI – AMENDMENTS

**Section A.** Provisions for Amendments

The TAU Chapter *Rules* may be amended by a 2/3 vote of members present and voting at a meeting following a 30-day previous notice.

**Section B.** How Amended

When an amendment(s) is to be considered, a written amendment shall be presented at the previous meeting and also included with the newsletter mailing.

ARTICLE XII – PARLIAMENTARY AUTHORITY

**Section A.** Governing Documents

*Roberts Rules of Order, Newly Revised* (current edition) shall govern the proceeding of TAU Chapter in all cases not provided for in the *Constitution, International Standing Rules*, the Texas State Organization *Bylaws* and *Rules,* and the TAU *Chapter Rules.*

**Section B.** Revision of Chapter Rules

Chapter Rules should be revised when the chapter votes to change a policy, and when The Delta Kappa Gamma Society International and/or Texas State Organization make changes, which affect chapter rules.

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Tau *Chapter Rules* revision approved as amended October 5, 2013.

Wynona Lipsett (Chairman), Goldia Liles, Ronda Brewer (Chapter Rules Committee)

Final draft to comply with State *Bylaws* and *Rules* Committee requirements completed

29 April 2014. Wynona Lipsett and State *Bylaws* and *Rules* Committee Member, Gail Herring.

Wynona: We approved Bylaws changes in October of last year and Gail received them in October. I have the emails confirming this.

I have highlighted some inconsistencies I found. Should they not be corrected. Would like to get this in the next newsletter so that could be the first reading and we could discuss and vote in September. This would speed up the yearbook process.

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