

**Apha Psi Omega
Psi Kappa Cast
By-Laws**

Article I (Name)

The name of this organization shall be the Psi Kappa Cast of Alpha Psi Omega, the National Dramatic Honor Society. The Psi Kappa Cast was founded December, 1974.

Article II (Location)

This organization shall be located at North Carolina State University in Raleigh, North Carolina. The organization shall conduct its activities at Thompson Theatre on the aforementioned university campus.

Article III (Objectives)

The objectives of this organization shall be:

1. To uphold the rules and regulations of North Carolina State University and Thompson Theatre
2. To uphold the purposes and statutes of Alpha Psi Omega as set forth in the National Alpha Psi Omega Constitution and ritual of the association
3. To foster a spirit of respect for, and cooperation with, the faculty, staff, and students of North Carolina State University including Thompson Theatre
4. Promote a respect for the performing arts
5. Cooperate with other student organizations at Thompson Theatre
6. Cooperate with other casts of Alpha Psi Omega
7. Uphold the honor system of North Carolina State University
8. Promote brotherhood throughout Thompson Theatre
9. Help ensure the success of all future endeavors of the students and staff at Thompson Theatre

Article IV (Officers and Elections)

Officers

1. Shall follow the manual of operations which details each officer's responsibilities
2. Will meet with faculty advisor on a monthly basis
3. Shall find reasonable methods of correcting infractions of the by-laws
4. Shall prepare, and make accessible to all members, an agenda 24 hours in advance of all regularly scheduled meetings
5. Can NOT simultaneously serve as an officer of any other Thompson Theatre student organization

Elections

1. Nominations will take place at the last regularly scheduled meeting in March.
2. At the subsequent meeting there will be a vote taken, including both attending members and any absentee ballots turned in by that meeting.
3. Absentee ballots shall be turned in to an officer or the faculty advisor prior to the meeting being called to order
4. For an election to be valid a quorum (2/3 of the active membership) must vote.

5. The newly elected officers will participate in an apprenticeship period in cooperation with the current officers up until the last day of classes in the Spring semester. At such time the newly elected officers will assume all powers and duties as set forth within.

President/Director

- Presides over all official meetings and functions
- Direct liaison to faculty advisor
- Serve as chair of by-laws committee
- Can NOT simultaneously serve as president of University Players

Vice-President/Stage Manager

- Responsible for all pledge activities
- Serve as chair of pledge committee
- Maintain contact with other student organizations as well as other casts of AΨΩ
- Fulfill presidential duties if the president is unavailable

Treasurer/Business Manager

- Maintain all account records and be responsible for all of the organizational funds
- Serve as chair of Service Committee and supervise its activities

Secretary

- Keep accurate minutes of all meetings and functions
- Maintain all records with faculty advisor
- Responsible for requesting resources from theatre faculty and staff
- Maintain all attendance records for meetings and events
- Remain in contact with the National Offices of AΨΩ including the *Playbill*
- Maintain in contact with the university

Extenuating Circumstances

1. If an officer becomes inactive, the remaining officers will appoint a temporary replacement for the duration of the inactive status.
2. If an officer is suspended, the remaining officers will appoint a temporary replacement until such time that a permanent replacement can be elected by the active membership.
3. If the president goes inactive, the vice-president will assume all presidential duties and the remaining officers will appoint a temporary vice-president.

Article V (Meetings)

1. There shall be a minimum of two meetings of the Psi Kappa Cast each semester
2. Meetings shall be conducted according to Robert's Rules of Order
3. A quorum shall be defined as 2/3 of the active membership
4. Special meetings may be called at the request of the president or the faculty advisor as long as 48 hour notice is given to all active members
5. Future meeting schedule will be drafted at the final meeting of each semester

Article VI (Attendance, Membership Status, and Fees)

Attendance Policy

1. A member will be deemed inactive if he/she misses 2 consecutive unexcused official Psi Kappa Cast meetings OR obtains 3 unexcused absences during a semester. This rolling count resets the first day of each new university designated semester.
2. Prior notification to an officer is required for an absence to be deemed excused

Membership Status

1. Active Status

- Must maintain good academic standing
- Has full voting privileges
- Can attend all AΨΩ functions and meetings
- Allowed to hold an officers position
- Allowed to sit on a committee
- Must fulfill requirements to remain active as set forth by the service committee

2. Honorary/Alumni

- May attend all official meetings and social functions

3. Pledge

- Must fulfill requirements as set forth by pledge committee

4. Inactive

- Can attend only AΨΩ official meetings (NO voting privileges)
- Shall be barred from attending all social events, initiation ceremonies, or other pledging events

5. Inactive-Excused

- Status granted by faculty advisor for purposes of an academic nature or extended sickness of a member otherwise in active status.
- There are no additional requirements to reclaim active status
- Can attend only AΨΩ official meetings (NO voting privileges)
- Shall be barred from attending all social events, initiation ceremonies, or other pledging events

6. Suspended

- Shall be barred from attending all meetings, social events, initiations, and other pledging events excluding only the actual time required for the appeal process at the regularly scheduled meetings.

Transfer Students (Eligibility)

Admission of transfer students will be allowed after meeting the following criteria:

1. To claim Alumni Status - Presentation of a letter, signed by the former faculty advisor, confirming membership in another cast. This letter should be on the former university/college letterhead
2. To claim Active Status - Gain Alumni Status as stated in point one and complete 10 points of production work at Thompson Theatre

Membership Maintenance Fees

1. Shall be collected yearly in order to maintain the organization and further support future endeavors of Thompson Theatre
2. Shall be equal to the amount of the National Dues
3. Shall be due the last day of classes each fall semester
4. Late or non-payment, unless otherwise waived by the faculty advisor, will result in the member reverting to inactive status
5. At the first meeting of the Spring semester the treasurer shall include, in his/her report, who has paid their fee assessments
6. New members only pay the National dues the first year of membership
7. The organization shall purchase a ΑΨΩ members pin for each new member at no additional cost to the member

Article VII (Committees)

Each committee mentioned below will be comprised of active members who wish to participate in such committees as appointed by the president. Each committee will be responsible for establishing its meeting dates and times at the beginning of each semester.

By-Laws Committee

- Shall be responsible for formulating amendments/additions to the Psi Kappa Cast by-laws which will be proposed at the official meetings
- Decisions made by the by-laws committee may be ratified according to Article XI

Pledge Committee

- Will decide all matters concerning the pledge process and propose decisions to the officers and faculty advisor.
- Will determine criteria for selection of new pledges

Service Committee

- Determine and maintain the level of service the Psi Kappa Cast will provide to Thompson Theatre and will propose such decisions to the officers and faculty advisor.
- Set forth the process for an inactive member to regain active status
- Will meet after the first general Psi Kappa cast meeting but before the second. Minimally, a services and/or fund-raisers outline must be established before the second general meeting. Following meetings will be set by the Service Committee
- The Service Committee will appoint a *Service Committee Secretary*.

Article VIII (Service Requirements)

1. In order to remain active, every member of the Psi Kappa cast of Alpha Psi Omega is required to earn a set number of service points, per semester, as established by the Service Committee, at the beginning of each semester. (This is in addition to the general attendance requirements.)
2. Members are required to notify the Service Committee Secretary and/or the Committee Head of service points earned, in order to receive credit for the activity.

Reactivation requirements for Alpha Psi Omega, Psi Kappa Cast members

- To be reinstated as an active member of the Psi Kappa Cast, an inactive member must perform three service tasks. These service tasks will adhere to the following requirements.
 1. The three tasks must be approved by the Service Committee
 2. These tasks will not count toward the semester's required service points.
 3. Members deemed inactive multiple times (2 or more) must petition the Service Committee for reactivation. The Service Committee will determine the necessary requirements for second reactivation, and beyond, on a case by case basis. These requirements are subject to approval by the faculty advisor.

Article IX (Pledge Procedure)

Choosing Pledges

1. All pledges must meet the same academic requirements as active members and be deemed acceptable candidates as determined by the Faculty Advisor.
2. For consideration as a pledge for the Psi Kappa Cast of Alpha Psi Omega, a student must have obtained fifty points through their work on productions at Thompson Theatre. The director of each show will determine the position held by each participant and the validity of awarding such points.

The point values are as follows:

Acting

Full Length Plays	
Major Roles	20
Minor Roles	15
Cameo	10
Student Directors	25
Asst. Directors	10
Stage Managers	20
Asst. Stage Managers	10
One Act Plays	
Major Roles	15
Minor Roles/Cameos	10
Student Director	20
Asst. Directors	5
Stage Managers	15
Asst. Stage Managers	5

Technical

Full Length Plays	
Designer	15
Crew Chief	10
Crew	5
One Act Plays	
Designer	10
Crew Chief	5
Crew	5

Special

Playwright	25
Student Officers	10
Improv Troupe	5
Special Projects/misc.	5

3. The fifty point minimum can be waived only in special cases such as graduation if approved by the Brotherhood and the Faculty Advisor.
4. Prospective Pledges will be announced at the first Alpha Psi Omega meeting of the semester. At the following meeting, the vice-president will announce each prospective pledge individually and will then open the floor for discussion. Members then discuss reasons why the prospective pledge should be considered for membership. Pro or con, the arguments should be professional in nature. During any and all such discussions the faculty advisor must be present.
5. A vote is taken. The prospective pledge must receive a 2/3 vote of a quorum of the active membership. If a pledge is voted down, they may be considered again next semester. Notice shall be given as to reasons of their initial rejection at that meeting.
6. Once the pledges have been decided upon, they will receive a formal letter inviting him or her to join the Psi Kappa Cast of Alpha Psi Omega. The pledge must contact the vice-president to accept or decline the invitation. All pledges accepting the invitation will attend a meeting at which they will be given their pledge information.

Responsibilities of Pledges

1. Will complete requirements set forth by the National Chapter of Alpha Psi Omega
2. Will complete requirements as detailed in the Psi Kappa Cast Pledge Manual

Responsibilities of the Brotherhood

1. All pledging events will be considered official AΨΩ functions
2. Will meet requirements detailed in the Psi Kappa Cast Pledge Manual
3. The University Hazing policy is in effect.

Article X (Alcohol Policy)

Consumption of alcohol is strictly forbidden at any and all official AΨΩ functions. Any member found in violation of the AΨΩ alcohol policy will be immediately suspended from the organization for a minimum duration of 5 months. At the conclusion of the minimum suspension period the individual is allowed to appeal at the next officially scheduled AΨΩ meeting for the lift of the suspension. If the appeal is not granted appeals can take place at subsequent meetings. If the appeal is granted the suspension is lifted and the individual is placed on inactive status. For an appeal to be granted 2/3 of a quorum must vote to lift suspension.

This policy does not preclude any initial or further action taken by the faculty advisor, director of theatre, North Carolina State University, or the State of North Carolina.

Article XI (Amendments)

- These by-laws may be amended, revised or altered in part or in full at any regularly scheduled meeting by a 2/3 vote of a quorum of the active members provided that such amendments and notice of the proposed vote was given to each active member in writing at least one week prior to such a vote.

Article XII

- These By-Laws will become effective April 9, 1996
- The Psi Kappa Cast will operate under the National Constitution of Alpha Psi Omega

PREAMBLE

The purpose of this, the Psi Kappa Cast of Alpha Psi Omega, is to stimulate interest in dramatic activities in North Carolina State University to secure for the university all the advantages and mutual helpfulness provided by a large national fraternity, and by electing students to membership serve as a reward for their efforts in participating in plays staged by the university. This cast will in no way take the place of the regular university dramatic club.

Article I Name

The name of this honorary dramatic society shall be the Psi Kappa Cast of Alpha Psi Omega.

Article II Requirements for membership

Section 1. A regularly enrolled student of this university who, has satisfactorily participated in the activities of Frank Thompson Theatre shall be eligible for membership in the Psi Kappa Cast under the point system as listed in the By-Laws of this constitution.

Section 2. Honorary and faculty membership may be conferred upon persons vitally interested in dramatics.

Article III Election to membership

Section 1. Candidates shall be recommended for membership in accordance with the above specifications by a membership committee composed of two active members of the cast, the Assistant Director of this cast and the non-voting Faculty Advisor of this cast.

Section 2. If it is not possible to organize a membership committee, the faculty advisor may determine eligibility; but in all cases membership must be determined in accordance with the specifications of Article II of this constitution.

Article IV Officers and duties

Section 1. The officers of this cast shall be the Director, Assistant Director, Stage manager, and Business Manager.

Section 2. The director of this cast shall not simultaneously serve as President of the University players.

Section 3. The Director of this cast shall preside at all meetings, call meetings, appoint committees, and have general supervision of the affairs of the fraternity.

Section 4. The Assistant Director shall assume the responsibilities of the Director in case of his absence. In addition he shall be on the membership committee and shall be in charge of the installation service of new members.

Section 5. It shall be the duty of the Stage Manager to keep an ^{an accurate} record of the proceedings of each meeting, to keep a roll, to read a report of the minutes of the previous meeting at each meeting and to keep a record of all activities of this cast. Furthermore, he shall be in charge of all the cast's correspondence and keep a record of said correspondence.

Section 6. It shall be the duties of the Business Manager to collect all fees and assessments, to pay all bills sanctioned by the fraternity, to keep an account of all receipts and expenditures and to read a financial status at each regular meeting.

Article V Election of officers

Section 1. Nominations shall be made in the last meeting of the Fall semester and voted on at the first meeting of the Spring semester.

Section 2. The officers shall be elected by a majority vote of the active members.

Section 3. In the event that any officer other than Director cannot fulfill his term a special election to fill the post shall be held at the first meeting after his office is vacated.

Article VI Meetings

Section 1. There shall be a maximum of two meetings of this cast every semester.

Section 2. Special meetings may be called at any time by the Director or

at the request of the faculty advisor.

Section 3. At least one social function shall be held each school year by this cast.

Section 4. A quorum shall consist of a majority of the active cast members of any given semester.

Section 5. Meetings shall be conducted under the guidelines of the New Revised Robert's Rules of Order.

Article VII Initiation fees and assessments

Section 1. There shall be an initiation fee of five dollars which must be paid before any understudy can be initiated.

Section 2. Special assessments may be levied upon members only by a two-thirds vote of the active members present in school.

Article VIII Committees

The standing committees of this fraternity shall be:

- (a) Executive Committee: This committee shall be composed of the four elected officers and the faculty advisor. This committee shall handle all minor business arising between meetings.
- (b) Initiation Committee: The faculty advisor and Assistant Director shall confer and appoint this committee which is the cast initiation team for conducting the initiation ceremony.
- (c) Membership committee: (defined under Article III)

Article IX Amendments

The articles of this constitution may be amended, revised or altered in part or in full at any regular meeting by a two-thirds vote of the active members of the fraternity, provided such amendment and the notice of the proposed vote was given to each active member in writing at least one week prior to such a vote.

Article II By-Laws

Section 1. Each cast shall report the plays in process of production at the beginning of each school year to the National Grand Business Manager.

Section 2. Additional By-Laws may be adopted at any meeting by a two-thirds majority vote of the active members.

Section 3. This cast shall keep a record of each member with accomplishments in the field of dramatics.

Section 4. The flower of the Psi Kappa cast shall be the coronation.

Section 5. Eligibility for membership in the Psi Kappa cast shall be decided upon according to the point system as listed below.

Major Productions	points
Leading or strong supporting role	15-25
supporting or strong minor role	5-20
Stage Manager	10-25
Assistant Stage Manager	5-15
Assistant Director	10-25
Designer	15-25
Crew Chief	10-25
Crew Member	5-15
House Manager, Tickets, Usher, House	1-5
Publicity	1-15

Studio Productions	
Leading or strong supporting role	10-15
Supporting or minor role	1-10
Stage Manager	5-15
Assistant Stage Manager	5-10
Director	15-25
Designer 15-25	15-25
Technical Director	5-20
Crew Chief	10-20
Crew	1-10
House Manager, and Ushers	1-5
Publicity	1-15

Special Events

Chairman of a committee on Theatre Business	5-10
Member of a Committee on Theatre business	1-5
Student Workshop leader	5-10
Transfer Delta Psi Student	25
Transfer student who is not in Delta Psi	10-25

- (a) A total of 75 points is required for membership
- (b) At least one-third (25) of the points must be earned through technical work on a production.
- (c) These points may have been earned for previous work at Thompson Theatre.
(this provision will no longer be valid as of January 1 1977)
- (d) When the membership committee meets to assign points the various directors shall sit in on the meeting for the purpose of making recommendations for and comments on the number of points to be assigned for his actor's or crew person's work.
- (e) In assigning points for directing the Theatre Director shall make comments and recommendations.

Section 6. The faculty advisor is responsible for seeing that the chapter does not become merely a social organization; but that it remains a serious business organization promoting dramatics on the campus, bringing in new talent and rewarding those who faithfully serve the University Theatre. The faculty advisor should also provide a place for the chapter records, national constitution and other related publications. The names and addresses of all members should be kept in a special roll book with these records.

Section 7. Initiation of new members shall be held each semester within one four week month of the final night of the semesters major production.

UNIVERSITY PLAYERS CONSTITUTION

PREAMBLE

We, the students of North Carolina State University engaged in the activities of the Frank Thompson Theatre, in order to foster a genuine interest in dramatics, to promote a social program among our membership and to provide opportunity for the development of the students in this field, do ordain and establish this constitution for our organization.

ARTICLE I.....NAME

The name of this organization shall be The University Players.

ARTICLE II.....PURPOSE

The purpose of this organization shall be; to maintain and stimulate interest among its members in the activities of The Frank Thompson Theatre; to provide a testing ground for advancement; to provide the necessary personnel for the activities of the organization as hereinafter set forth in this constitution.

ARTICLE III.....MEMBERSHIP

Section I.....The membership of this organization shall be limited to the North Carolina State University student body, faculty, and staff.

Section II.....Qualifications for voting membership as a University Player shall be as follows:

1. To become a voting player one must work on one play in a capacity sufficiently large as to place one's name in the program.
2. All nominees will be notified by letter. It shall be the responsibility of the Secretary of the University Players to send out letters immediately following the printing of the programs. All nominees wishing to become Players must respond to the Secretary by letter and attendance at the next meeting.
3. Nominees shall be accepted by a call of hands at the next regular meeting of the University Players.
4. The initiates shall be registered NCSU students. Three consecutive absences from scheduled meetings denotes loss of voting rights.

ARTICLE IV.....OFFICERS

Section I.....The officers of this organization shall be President, Vice-President, Secretary, Treasurer, and a Faculty Advisor. Together these officers shall constitute the Executive committee.

Section II...These officers, with the exception of the Faculty Advisor shall be students in good standing with the University and the organization.

Section III...The specific qualifications for officers shall be as follows:

- (a) President - a Player
- (b) Vice- President - a Player
- (c) Secretary - a Player
- (d) Treasurer - a Player
- (e) Faculty Advisor - a full-time staff member of the Frank Thompson Theatre.

Section IV...The officers shall be elected by secret ballot for a term of one year by the members in good standing; a majority vote is required. The election shall be held in the spring of the year, and the officers shall take office immediately upon election.

ARTICLE V.....DUTIES OF THE OFFICERS

Section I....It shall be the duty of the President: to call and preside over all meetings of the Executive committee; to call and preside over all meetings of the University Players.

Section II...It shall be the duty of the Vice-President: to assume the duties of the President in the latter's absence or disability; to serve as parliamentarian.

Section III..It shall be the duty of the Secretary: to keep records of the membership, to keep minutes of all meetings; to maintain necessary files and records; and conduct all correspondence.

Section IV..It shall be the duty of the Treasurer: to have charge of the funds of the organization under the supervision of the Treasurer of Student Organizations.

Section V..i.It shall be the duty of the Faculty Advisor to act in an advisory capacity.

ARTICLE VI.....UNIVERSITY REGULATIONS

All provisions of this Constitution shall be subject to University regulations concerning student activities.

ARTICLE VII.....FUNDS

The funds of the organization shall consist of the annual provision from the years beginning balance of the University Players and the dues of the University Players as well as other moneys from projects which the University Players undertake.

ARTICLE VIII.....QUORUM

A quorum shall consist of one-third of the active membership.

ARTICLE IX.....AMENDMENTS

Amendments of this constitution may be adopted by a two-thirds majority vote of the membership not less than two weeks after proposed admendments have been presented to the members.

ARTICLE X.....ADOPTION

This Constitution shall become effective upon its adoption by a two-thirds majority vote of the present membership of the University Players and its approval by the University Administration.

Accepted by Dean of Men, Carl O. Eycke, August 20, 1969

BY-LAWS TO THE UNIVERSITY PLAYERS CONSTITUTION

MEETINGS

Meetings shall be conducted according to Robert's Rules of Order. All parliamentary questions shall be decided by the President. There shall be a minimum of two meetings per semester. All major proposals to be voted on will be presented in writing to each Player to consider; to make sure that each member understands FULLY the extent and ramifications and individual responsibilities of the University Players as a whole in the specific matter being put to the vote.

VACANCIES

In case of loss of good standing or failure to return to school, a special election shall be held to fill an office until the end of the general election term.

DEFINITIONS

A member in good standing must meet requirements of the University and be active in the Frank Thompson Theatre. University Player Productions shall be defined as those with any productions offered to the students, patrons and public, together with any special productions accepted by a meeting of the University Players.

RESPONSIBILITY

Any cast or crew member who has accepted the responsibility of working on any production to be presented to a public audience who does not live up to his/her commitment shall be barred from ever using the facilities of Thompson Theatre again. The failure of responsibility includes not showing up for a performance, or staying for strike. Any minor transgressions shall be up to the director's decision. Minor transgressions shall not result in permanent banning, but shall hold for the entirety of that production. If an excuse is offered, it shall be reviewed by the director and the executive committee of the University Players.

HONORARY MEMBERSHIP

Faculty, staff members and interested people shall become honorary University Players automatically with their acceptance of a position enabling them to direct and/or stage a Frank Thompson Production with membership approval.

PROJECTS

This organization shall sponsor such projects as field trips, inter-collegiate cultural exchanges, and such workshops as the members deem beneficial to their art (under the direction of whomever the membership choose.)

UPDATED AND PRINTED SEPT 10,1973