

CONSTITUTION AND BY-LAWS
OF THE ALPHA TAU FRATERNITY
OF THE ALPHA TAU ALPHA FRATERNITY

ARTICLE I - Name

This organization shall be known as the Alpha Tau Fraternity of Alpha Tau Alpha.

ARTICLE II - Purpose

The purpose of this organization is to promote scholarship, citizenship and professional development among students of agricultural and extension education; to support the high ideals and standards as set up by the national body; to cooperate in promoting the interests thereof; to support the Constitution and By-Laws of the national organization; and to abide by the rules and regulations governing the same.

ARTICLE III - Membership

The four types of membership are senior membership, junior membership, honorary membership and alumni membership.

Senior membership in this organization shall be limited to sophomores, juniors, seniors and graduate students in agricultural and extension education at North Carolina State University. Senior members shall have at least a 2.67 GPA on a 4.0 scale. Election to senior membership in this fraternity shall be by individual ballot at a regular meeting of the fraternity. Only senior members are allowed to vote in elections to senior membership. All eligible candidates will be extended an invitation to become senior members. A majority vote of senior members is required to elect a member to senior membership. National membership dues and fees must be paid before full membership status as a senior member is granted. Senior members receive a certificate and fraternity pin symbolizing their membership in the national ATA fraternity.

Junior membership shall be open to all students who major in Agricultural Education or Extension Education at North Carolina State University. Election to junior membership in this fraternity shall be automatic upon payment of the one-time local fraternity fee. Junior members are not official members of the national ATA fraternity.

Any senior member of the fraternity who graduates or withdraws from North Carolina State University shall be considered to be an Alumni member of the fraternity. No alumni membership dues are required.

Honorary membership shall be limited to those persons engaged in agricultural leadership; to those desiring to promote the welfare of community life; and to those promoting agricultural and extension education. No honorary membership dues are required.

ARTICLE IV - Officers

Officers of this organization shall be president, first vice president, second vice-president, secretary, treasurer, reporter, sergeant-at-arms and faculty advisor(s), who shall act as an Executive Committee, and shall execute the duties incumbent with these offices. The term of

office shall be one year. The term of service for officers shall be January 1 through December 31.

Candidates for student offices shall submit a resume, cover letter, and one page biography to the fraternity's senior faculty advisor not later than twenty-one days prior to the scheduled election. This resume, cover letter and biography serve as notification of candidacy for office, and members must indicate the office for which they are a candidate. Members may only be considered for one office in an election cycle. The resume, cover letter and biography will be posted in a public location in the Agricultural and Extension Education Department five days prior to the election.

Elections for student offices shall be held the first Tuesday in November. Members are to receive their official ballots in the Agricultural and Extension Education Department and vote in the presence of a faculty advisor. Voting is by secret ballot. Proxy voting is not allowed. Absentee ballots will be mailed to off-campus members fourteen days prior to the election and must be returned by hand delivery or US Mail by the first Tuesday in November. Faxed or emailed ballots are not accepted.

Any officer unable to complete his/her duties, shall formally resign as soon as possible. All vacancies shall be filled by re-election. All officers shall be elected from the senior membership of the fraternity.

ARTICLE V - Dues

Each initiate for senior membership shall pay to the local treasurer an amount equal to the national ATA initiation fee, the shingle fee, the ATA pin fee, and the lifetime local fraternity dues. Junior members only pay lifetime local fraternity dues. The lifetime local dues of the Alpha Tau Fraternity are established at \$6.80.

ARTICLE VI - Amendments

Amendments to this Constitution and By-laws shall be submitted in writing to the secretary fourteen days prior to a regular meeting of the fraternity. Amendments require a 2/3 majority vote by the senior members to be ratified.

ARTICLE V – Member Rights

There shall be no membership discrimination on the basis of race, sex, religion, national origin, or sexual preference. This organization or any of its members shall not conspire to commit any act that causes or is likely to cause, bodily danger or physical or emotional harm to any member of the campus community. Members may wear and use the ATA fraternity symbol as long as it meets the chapter's standards of decorum. Senior members have unlimited voting rights and privileges in the fraternity. Junior members may vote on any chapter business and participate in local fraternity activities, but shall not vote on amendments to the constitution and bylaws.

BY-LAWS
OF THE ALPHA TAU FRATERNITY
OF THE ALPHA TAU ALPHA FRATERNITY

ARTICLE I - Duties of Officers

- A. Duties of the President - The president shall obey and enforce the Constitution and By-Laws of the Alpha Tau Fraternity. The president is accountable by the organization as a whole, and acts as the official representative of the organization unless a representative is otherwise appointed. The president appoints all committees, and shall execute other duties incumbent with the office.
- B. Duties of the First Vice-President - In the absence of the president, the first vice-president shall act in the official capacity of the president and shall take on all the duties of that office. In case the president is removed from office by any means, the first vice-president shall act as the president until a new president is elected. The specific duty of the first vice president is to take charge of the development of an administration of the program of activities for the fraternity.
- C. Duties of the Second Vice-President - In case of the absence of the president and the first vice president, the second vice-president shall act in the official capacity of the president, assuming all the duties of that office. The specific duties of the second vice president are to take charge of member initiation, and recruit and retain members.
- D. Duties of the Secretary - The secretary shall act as a recorder of all business brought before the organization and shall take a complete record of each meeting. The secretary shall notify the national secretary-treasurer of all changes in the personnel of officers, and shall send a complete list of names, roll numbers and addresses of initiates with their initiation dues. The secretary maintains a record of the reports of each committee, and is responsible and accountable for all the books and records of the organization. The secretary shall act as official historian of the organization.
- E. Duties of the Treasurer - The treasurer shall render a report at each regular meeting of the organization or at the request of the Executive Committee. The money obtained by the treasurer shall be deposited in an official bank account of Alpha Tau Alpha in the bank. The treasurer shall be held responsible and accountable to the organization. All bills must be paid by check, and signed by the treasurer. All receipts and canceled checks shall be kept throughout the year. At the end of the year, the financial records shall be balanced. All receipts and canceled checks shall be placed in the care of the secretary to be kept as a permanent record.
- F. Duties of the Reporter - The reporter shall report activities of the fraternity to the news media. The reporter shall send a brief report of fraternity activities and accomplishments to the national organization to be published in the Alpha Tau Alphan. The reporter shall publish a bi-monthly newsletter and maintain the fraternity web site.

G. Duties of the Sergeant-at-Arms - The Sergeant-at-Arms shall arrange for a meeting room, prepare the meeting room for assembly, and put the room in order after the meeting. The sergeant at arms assists with voting in elections, and all matters requiring secret ballots, and serves as a teller in the event of counted votes during business meetings.

H. Duties of the Faculty Advisors - The advisors shall be members of the Faculty in Agricultural and Extension Education at North Carolina State University. They shall be approved for service in advance by the department head of AEE. Faculty advisors train the fraternity leaders and provide advice on fraternity matters.

ARTICLE II - Duties of the Executive Committee

It shall be the duty and power of the Executive Committee to take immediate action in regard to conditions which may arise where it would not be expedient and possible or necessary to call a meeting of the organization. In such cases, the Executive Committee shall to the best of its ability take action of which the organization as a whole would approve. Meeting of the Executive Committee shall be held upon notice from the president. The actions of the executive committee, in the form of meeting minutes, shall be communicated to the active membership within five days of the executive committee meeting.

ARTICLE III - Meetings

Regular business meetings shall be held at least four times per year. Initiation ceremonies are considered to be regular meetings of the fraternity. Special meetings may be called by the president, or upon written request of five members of the fraternity. There shall be at least one initiation ceremony per year. The most recent edition of *Robert's Rules of Order Newly Revised* shall be used as the parliamentary authority for conducting business. All official business shall be conducted using parliamentary procedure. For official business of the fraternity that does not pertain to constitutional amendments, a quorum is defined as ten or more junior or senior members. For official business of the fraternity that pertains to constitutional amendments, a quorum is defined as ten or more senior members.

ARTICLE IV – Administration

The fiscal year begins January 1 and ends December 31. A balanced budget shall be prepared and submitted to the membership for approval at the first quarterly meeting of the fiscal year. The fraternity shall conduct fundraisers and other activities approved by the membership.

ARTICLE V – Substance Abuse

The use of illegal drugs and alcohol at official fraternity functions is not permitted. Members who violate this policy are expelled from membership in the fraternity.

Constitution

Article I.

Name

This organization shall be known as the Alpha Tau Chapter of Alpha Tau Alpha, the National Professional Honorary Agricultural Education Fraternity.

Article II.

Purpose

The purpose of this organization is to promote the high ideals and standards of scholarship as set by the national body; to cooperate in promoting the interests thereof; to support the Constitution and By-Laws of the national organization; and to abide by the rules and regulations governing the same.

Article III.

Membership

Section 1 - Active Membership

Active membership in this fraternity shall be limited to students at the sophomore level and above at North Carolina State University who are preparing for agricultural or extension education careers, and graduate students of the same university whose interests are in agricultural or extension education. Members must have and maintain a cumulative GPA of 3.00 or higher and must also be members of the university's Agriculture and Extension Education Club.

Section 2 - Associate Membership

Associate membership shall be limited to those actively engaged in agricultural or extension education professions.

Section 3 - Honorary Membership

Honorary membership shall be limited to those persons engaged in agricultural leadership; to those desiring to promote the welfare of community life; and to those promoting agricultural and extension education.

Section 4 - Election to Membership

Election to membership in this chapter shall be by individual ballot at a regular meeting of the chapter, with all current active members being allowed to vote and the candidate's name having been proposed at one previous meeting. All eligible candidates will be extended an invitation to join. A 2/3-majority vote is required for a candidate to be admitted.

Article IV.

Officers

Officers of this fraternity shall be president, vice president, secretary, treasurer, reporter, sergeant-at-arms, and Agri-Life Council Representative who shall act as an Executive Committee and shall execute the duties incumbent with these offices. The term of each office shall be one year. ATA officers are not allowed to be officers of either the Collegiate FFA or AEE Club in the same year.

Article V.

Dues

Upon initiation, each new member shall pay a combined due which includes that of the National ATA Organization and the Alpha Tau chapter. For each subsequent year, only the local chapter dues are required and the amount shall be set each year by a majority of the membership, or in a manner by which they chose. The National initiation fee is required by the member whether he is active, associate, or honorary. No subsequent membership dues are required by the national organization

Article VI.

Advisor

The advisor shall be an Agricultural Education teacher-educator at the North Carolina State University. He or she shall be approved in advance by his or her respective department head or school dean.

Article VII.

Amendment

Amendments to this Constitution and By-laws shall be submitted in writing at any regular meeting of the chapter. Amendments must be adopted by a two-thirds majority vote of the members present at the next regular meeting, provided a quorum exists. The advisor must also approve the amendment.

BY-LAWS

Article I.

Membership

Section 1 - Election to Membership

Eligible candidates will be identified at the beginning of each semester and asked to join the fraternity.

Once the membership votes to accept a candidate to membership, the candidate will be inducted into the fraternity at a special ceremony held once per semester.

Section 2 - Membership Privileges

- A. Only active members may participate in meetings, be elected to office, vote, or represent the organization in any activities.
- B. Members who have paid dues, maintained the minimum GPA, attended 3 or more meetings per year, and maintained a satisfactory record of scholarship, citizenship, and leadership shall be considered to be in good standing.
- C. Members may wear and use the ATA fraternity symbol as long as it meets the chapter's standards of decorum

Section 3 - Members Rights

- A. There may be no membership discrimination on the basis of race, sex religion, national origin, or sexual preference.

- B. This organization or any of its members shall conspire to commit any act, which causes or is likely to cause, bodily danger or physical or emotional harm to any member of the campus community.

Article II.

Duties of Officers

Section 1 - Duties of President

- A. To obey and enforce the Constitution and By-laws of the fraternity.
- B. The president shall be held accountable by the chapter as a whole.
- C. The president shall act as the official representative of the chapter unless a representative is otherwise appointed.
- D. The president shall have the power to appoint all committees and shall execute other duties incumbent with the office.
- E. It is the duty of the president to call and preside over all the meetings and other activities of the chapter.

Section 2 - Duties of the Vice-president

- A. In the absence of the present, the vice-president shall act in the official capacity of the president and take upon all the duties of that office.
- B. In case the president is removed from office by any means, the vice-president shall act at the president until a new president is elected.

Section 3- Duties of the Secretary

- A. The secretary shall act as a recorder of all business brought before the chapter and shall take a complete record of each meeting.
- B. The secretary shall notify the National Secretary of all changes in the personnel of officers; and shall furnish him/her with a complete list of names, roll numbers and addresses of initiates with their initiation dues.
- C. The secretary shall carry on all correspondence with the local chapters, which the Executive Committee deems fit.
- D. The secretary shall be held responsible and accountable for membership records, correspondence and chapter paraphernalia.

Section 4 - Duties of the Treasurer

- A. The treasurer shall render a report at each regular meeting of the chapter or at the request of the Executive Committee.
- B. The money obtained by the treasurer shall be deposited under the account of Alpha Tau Alpha or in conjunction with the university's Agriculture Education Club. At the end of the year the account book shall be balanced and the checks placed in the care of the secretary to be kept as a permanent record.
- C. The treasurer shall be held responsible and accountable to the chapter.
- D. All bills to be paid must be signed by the treasurer and countersigned by the secretary; and all receipts and cancelled checks shall be kept by the treasurer as a permanent record.

Section 5 - Duties of the Reporter

- A. Report all activities of the chapter to local and state papers as deemed by the Executive Committee or upon majority vote by the members.

- B. Be responsible for contacting members and making members aware of the chapter meetings or upcoming activities.

Section 6 - Duties of the Sergeant-at-Arms

- A. Arrange for a meeting room
- B. Prepare meeting room for assembly.
- C. Put the room in order after the meeting.
- D. Assist in the initiation procedure.
- E. Assist the president in keeping order.

Section 7 - Duties of the Agri-Life Council Representative

- A. Attend the Agri-Life Council meetings.
- B. Report to club information received from the Agri-Life Council

Section 8 - Duties of the Executive Committee

- A. It shall be the duty and power of this Executive Committee to take immediate action in regard to conditions which may arise where it would not be expedient and possible or necessary to call a meeting of the chapter. In such cases the Executive Committee shall, to the best of its ability, take action of which the fraternity as a whole would approve.
- B. Meeting of the Executive Committee shall be held upon notice from the President.

Article III

Elections

Candidates for office shall complete an application which will be screened by the advisor and the Executive Committee for active membership in good standing, the minimum GPA, and the ability to serve the full membership year. The intent to be an officer is signified by the application. Any officer unable to complete his/her duties, shall formally resign as soon as possible. All vacancies shall be filled by re-election, except the office of President, which shall be filled by the present vice-president; a new vice-president shall then be elected. In case of vacancies in both the presidency and the vice-presidency, the procedure will be to elect members to fill the respective offices. All officers shall be elected from the active membership of the chapter and should be active members who are preparing to teach agriculture. Only those turning in applications by the deadline are eligible to run for office. Elections will be held using the secret ballot method. Active members may nominate candidates from the general membership and candidates must complete an application for the nomination to stand. Write-in candidates for office must also complete an application for the nomination to stand. Write-in candidates for office must also complete an application to determine eligibility. All officers shall be elected for one year. They shall verify their ability to serve for the full year at the time of application. These officers shall be elected by plurality of vote of members in good standing at regular club meeting.

Article IV.

Meetings

Section I - Regular Meetings

- A. At least one meeting is mandatory per semester excluding those meetings necessary to screen initiates, officer applicants, or that of the newly elected Executive Committee.
- B. Parliamentary Procedures not covered by these By-laws shall be handled according to the most recent edition of Robert's Rules of Order newly revised.

- C. A Quorum shall consist of one-half of the active membership.
- D. Special meetings can be called by the President.

Article V.
Conflicts

This Constitution and By-laws shall be in accordance with the codes and the policies of the University, the state of North Carolina, and the United States of America.