

CONSTITUTION and Bylaws

of

RHO PHI LAMBDA

ALPHA CHAPTER

ARTICLE I – NAME

Section 1 – The name of this organization shall be Rho Phi Lambda (Pφλ) Fraternity, Alpha Chapter, Incorporated, with offices located in the Department of Parks, Recreation & Tourism Management; NC State University; Raleigh, North Carolina.

Section 2 – Rho Phi Lambda shall be incorporated as a nonprofit-making organization under the laws of the State of North Carolina.

ARTICLE II – PURPOSE AND OBJECTIVES

Section 1 – Rho Phi Lambda shall be an honorary, professional Parks & Recreation Fraternity whose purpose shall be to recognize, promote and encourage students of high moral character and unselfish devotion to the study, research and application of knowledge to the betterment of recreation and parks for all peoples and to recognize those persons who have made outstanding contributions to the field of recreation and parks.

ARTICLE III – MEMBERSHIP AND ELIGIBILITY FOR MEMBERSHIP

Section 1 – Membership shall be of five types: Active, Inactive, Associate, Honorary and Charter. All memberships shall be for life, except as provided for in the by-laws.

- a. Active membership shall consist of those persons selected who are presently enrolled in the curriculum of Parks, Recreation and Tourism Management as provided for in Section 2 of this Article. They shall be the voting members except as restricted by the by-laws.
- b. Inactive membership shall consist of those persons formerly holding active membership.

- c. Associate membership shall consist of those persons selected on an outstanding professional service basis in the field of recreation and/or parks. They shall be selected by the Board of Directors.
- d. Honorary membership shall consist of those persons who have made outstanding contributions to the field of recreation and/or parks and are not eligible for membership under any other section of this Constitution. They shall be selected by the Board of Directors.
- e. Charter membership shall consist of those persons who drew up the original, non-incorporated Constitution.

Section 2 – Candidates of Active membership shall be selected on a basis of scholastic attainment, potential leadership and service in the recreation field. This is providing that their ethical standards, as exemplified by their personal conduct, are acceptable to the voting membership.

- a. Scholastic attainment shall be regulated in the following manner. Candidates must:

- (1) Have completed a minimum of 45 semester hours or be of second semester sophomore status or higher.
- (2) Have completed in residence a minimum of 9 hours credit courses of the departmental offerings.
- (3) Grade point average requirements:
 - (a) Students must rank in the upper 15 percent of overall grade point average for all Parks, Recreation and Tourism Management students of NC State University, or have a minimum overall grade point average of 3.0.
 - (b) Student must be in the top 15 percent or have a 3.2 average in departmental offerings, whichever is higher.

Graduate Students:

- (a) The graduate student must have a minimum grade point average of 3.5 and completed 9 semester hours.
- (b) Meet the requirements specified by the by-laws.

- b. Potential leadership and service in the recreation field shall be determined by:

- (1) A returned questionnaire distributed to all candidates having obtained scholastic achievement.
- (2) A review of the students by the Membership Committee with the student's advisor/professor(s) with the questionnaire giving evidence of leadership and service to the campus and/or the community.

Section 3 – Selection Procedure:

- a. Questionnaires will be distributed to all students who have achieved the scholastic requirements.
- b. Returned questionnaires will be reviewed by the Membership Committee and considered in light of faculty/professor(s) recommendations.
- c. The nominees that are selected by the Membership Committee will be presented to the membership of the Fraternity. When the nominee receives a 2/3-majority vote of the active members, the candidate will receive a membership bid.

Section 4 – Graduate students are limited to 20 percent of active membership. Graduate students who were prior Active members in good standing of Rho Phi Lambda at the undergraduate level, may continue as Active members in the Alpha Chapter.

Section 5 – Initiation of new members shall be completed no later than the last day of October and April of each semester.

ARTICLE IV – MANAGEMENT

Section 1 – The control and management of the Fraternity shall be vested in the Executive Committee.

Section 2 – The Executive Committee shall consist of all the officers, serving in their respective capacities, the chairmen of the standing committees and any others as provided for in the by-laws.

Section 3 – Duties of the Executive Committee shall be provided for in the Bylaws.

ARTICLE V – OFFICERS

Section 1 – The officers shall consist of President, Vice-President, Secretary, Treasurer and others as may be provided for in the Bylaws.

Section 2 – Duties of the officers shall be as provided for in the Bylaws.

ARTICLE VI – COMMITTEES, MEETINGS, ELECTIONS, DUES, FEES, CHARGES, RESIGNATION, SUSPENSION, REINSTATEMENT AND EXPULSION

Section 1 – This Constitution may be amended by a favorable 2/3-majority vote of the members eligible to vote.

Section 2 – Balloting will be secret and may be presented in person, by mail, or by email.

Section 3 – The Secretary shall provide a ballot and a copy of the proposed amendments to each voting member not less than one week prior to the close of the balloting.

BYLAWS

ARTICLE I – THE CORPORATION

The registered office of this Corporation shall be known as Rho Phi Lambda, c/o Department of Parks, Recreation & Tourism Management; College of Natural Resources; NC State University; Box 8004; Raleigh, NC 27695-8004. The Corporation may also have offices at such other places in the United States, as the Executive Committee shall designate.

ARTICLE II – OFFICERS

Section 1 – The officers shall be President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms and College of Natural Resources Council Representative.

Section 2 – A faculty member of the Department of Parks, Recreation & Tourism Management shall be elected as a Faculty Advisor by the membership, subject to the approval of the Department Head.

- a. The Faculty Advisor shall serve for a term appointment of two years.
- b. The Faculty Advisor may serve consecutive terms if the membership approves the continued appointment by a 2/3-majority vote.

Section 3 – The duties of the officers shall be as common usage indicates.

Section 4 – The President shall act as Chair or Presiding Officer of the Executive Committee.

Section 5 – The Vice-President shall, in addition to common usage duties, serve as Chair of the Program Committee.

Section 6 – The Secretary shall be responsible for keeping an accurate record of all business of the Fraternity. He or she shall assume the responsibility for all correspondence of the Fraternity. He or she shall issue all calls for meetings and shall perform all other duties incident to the office not otherwise herein stated.

Section 7 – The Treasurer shall handle all disbursements for the Fraternity in keeping with the budget approved by the Executive Committee and shall make such other expenditures as may be authorized. The Faculty Advisor must countersign all checks. The Treasurer shall submit a written statement as to the balance of the books prior to the last meeting of each semester.

Section 8 - The Sergeant-at-Arms shall conduct all elections as Chair of the Nominations Committee; shall keep accurate attendance records; shall notify all members who have been unexcused for two meetings or who, because of unpaid dues, have forfeited voting rights; and shall write all letters of reinstatement, suspension or expulsion.

Section 9 – The College of Natural Resources Council Representative attends all College of Natural Resources Council meetings; shares pertinent information with the Clerk; requests College of Natural Resources Council funding as needed; coordinates Rho Phi Lambda contributions to the Pinetum and serves as historian for the Alpha Chapter of Rho Phi Lambda and, in collaboration with the Secretary, maintains a factual, documented history of Rho Phi Lambda. Such a history shall be kept on file and available for Fraternity use.

Section 10 – The Faculty Advisor shall countersign all checks, coordinate all activities of the Corporation with the Department of Parks, Recreation & Tourism Management, and serves in an advisory capacity to the Corporation and its Executive Committee. Should there not be a carryover of officers from one semester to another, he or she shall initiate the actions for new membership and officers.

Section 11 – Should a vacancy occur at any time, the vacated position shall be filled by an appointment by the Executive Committee within two weeks after the vacancy has occurred.

ARTICLE III – EXECUTIVE COMMITTEE

Section 1 – The Executive Committee shall consist of all officers, chairs of all standing committees, and the Faculty Advisor serving as an ex-officio member.

Section 2 – Duties of the Executive Committee.

- a. Carry on the business of the Fraternity.
- b. It shall have referred to it all matters pertaining to policy, legislation, finance, public relations and programs having been considered by the appropriate committee.
- c. Members may vote by proxy providing the proxy is a member of said Executive Committee. Such authorization shall be presented to the Secretary in writing before the meeting convenes and is not transferable.
- c. The Executive Committee shall meet one time between regular

meetings of the Fraternity, or as necessary, to carry on Fraternity business.

- d. The Chair may call meetings of the Executive Committee at any time.

ARTICLE IV – COMMITTEES

Section 1 – Committees are as follows: Membership, Program, Publicity and others that are deemed necessary by the President.

Section 2 – Duties of the Membership Committee.

- a. It shall prepare and review the questionnaires of prospective candidates for active membership and review the letter of recommendation from his/her professor(s).
- b. It shall bring before the active membership the names of all prospective candidates for active membership for discussion.
- c. Upon approval of the prospective candidates by the active members, the names and addresses shall be turned over to the Publicity Secretary for proper notification.

Section 3 – Duties of the Program Committee.

- a. It shall be the responsibility of the Program Committee to accept suggestions from, and make suggestions to, the membership concerning programs.
- b. After consideration and general approval of program topics by the membership, the Program Committee shall assume the responsibility for development, planning and presentation of such programs.

Section 4 – Duties of the Publicity Committee.

- a. To assume the responsibility of publicizing the Fraternity, its members, projects and actions as closely and truthfully as possible through all communication media available.
- b. To maintain contact with other academic and professional organizations of similar ideas and purposes.

SECTION V - MEETINGS

Section 1 – The Annual Meeting for the purpose of electing officers shall be held during the month of April.

Section 2 – Regular meetings shall be held at least once a month.

Section 3 – Special meetings may be called as deemed necessary by the President.

ARTICLE VI – OFFICIAL ACTION AT REGULAR MEETINGS

Official Action:

- a. In order for any official action to take place, 2/3 of the Active membership must be participating in the voting. Official action would include such things as changing the Bylaws, electing officers, club expenditures over \$500, reappointing the Faculty Advisor, and other issues as decided upon by the Executive Committee.
- b. In order for an issue to be passed, there must be a favorable majority vote of the membership present.
- c. All action concerning membership shall be kept confidential.

ARTICLE VII – ELECTIONS

Section 1 – Two weeks prior to the annual election nominations will be accepted from the floor.

Section 2 – Additional nominations may be made from the floor the night of the elections.

Section 3 – Election shall be by secret ballot.

Section 4 – To be elected, a nominee shall receive a favorable majority vote of the eligible membership. (Two-thirds of the eligible voters must participate in the voting.)

Section 5 – In the event of a tie, there will be a secret ballot vote by the Executive Board, excluding any members of the Executive Board under consideration for the contested office, with the winner being determined by simple majority. In the

event that there is still a tie, balloting by the Executive Board will continue until a winner has been determined.

Section 6 – During March, the voting membership shall be notified, in writing, of the time, date and place set for the election of officers.

Section 7 – Newly elected officers shall assume responsibility at the last regular meeting of the school year and should serve a term of one full year. Retiring officers shall serve in an advisory capacity for the remainder of the unexpired semester.

Section 8 – A meeting of the Executive Committee to fill a vacated position shall be called by the President and shall be held at such a time so as to fill the position within two weeks after the vacancy has occurred.

ARTICLE VIII – DUES, FEES AND CHARGES

Section 1 – Initiation fees, regular dues and other charges shall be set by the Executive Committee.

- a. Initiation fees shall be \$37.00 and shall include the semester's dues and pin.
- b. Regular dues shall be \$7.00 per semester.

Section 2 – Any member who has not paid fees, dues or charges by the second Fraternity meeting of each semester shall automatically and temporarily forfeit his or her voting rights and shall be denied the rights and privileges of the Fraternity until such dues, fees and charges are paid.

ARTICLE IX – RESIGNATION, SUSPENSION, REINSTATEMENT AND EXPULSION

Section 1 – Any member, for personal reasons or for circumstances beyond his or her control, may resign from any position.

Section 2 – Any member may resign from membership in the Fraternity at any time if he or she so chooses, but he or she shall forfeit the rights of reinstatement thereafter. Resignations shall be by written communication to the Executive Committee, which shall be regarded as a personal transaction.

Section 3 – Any member against whom charges have been preferred by another member may be suspended from the Fraternity by a unanimous vote of the

membership. When bona fide charges have been preferred against a member, he or she shall automatically and temporarily forfeit his or her voting rights. Any member so suspended shall be denied the rights and privileges of the Fraternity during the period of suspension. The period of suspension shall be determined at the time of suspension.

Section 4 – Any member that is suspended may be reinstated at the end of the period of suspension by a majority vote of the membership.

Section 5 – Any member whose actions are in direct and willful violation of the Constitution or Bylaws, or are deemed unbecoming a lady or gentleman of the recreation profession, shall be expelled permanently from the Fraternity by a unanimous vote of the membership, and his or her name shall be removed from the ledger forever. In so doing, he or she forfeits all rights of return of any dues, fees or charges that have been paid. He or she shall never be eligible for membership again.

ARTICLE X – ATTENDANCE

Section 1 – Members should attend at least three Rho functions during each semester. Inability to do so shall result in suspension of voting rights for the following semester. Functions would include regular meetings, social events, planning meetings, events where the student serves as an official representative of Rho Phi Lambda, and other activities as agreed upon by the Sargent at Arms and Faculty Advisor.

Section 2 – Excuses must be submitted in writing to the Faculty Advisor for his or her approval. Valid excuses include:

- a. Illness requiring bed rest.
- b. Family emergency requiring the presence of the member.
- c. Official University trips.
- d. A scheduled class or test at the time of the meeting.
- e. Situation not covered by the above factors shall be left to the discretion of the Sergeant-at-Arms and Faculty Advisor.

ARTICLE XI - AMENDMENTS

Section 1 – Amendments to these Bylaws may be made by a favorable majority vote of the members eligible to vote.

Section 2 – Balloting will be secret and may be done in person, by mail or by email.

Section 3 – The Secretary shall provide a ballot and a copy of the proposed amendments to each member eligible to vote not less than one week prior to the close of balloting.

Constitution and Bylaws, as amended September 2000