

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
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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. The first vice president shall serve as a representative to the Agri-Life Council.
- 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. The second vice president shall serve as a representative to the Agri-Life Council.
- 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.