***Bylaws of the Gamma Beta Phi Tarleton State University Chapter***

 **ARTICLE I
Name and Affiliation**

The name of this organization shall be the Tarleton State University chapter of The Gamma Beta Phi Society. This chapter is an integral part of the national organization of The Gamma Beta Phi Society and shall adhere to the policies prescribed in the National Constitution. Its Coat of Arms, Motto, Watchwords, Colors, and Emblems shall be those of the national organization.

**ARTICLE II
Nature and Purpose**

This chapter shall be a non-secret, non-profit, scholastic honor, educational-service organization for students at Tarleton State University.

Members therein shall not be excluded by, nor shall it exclude from, membership in any social, academic, or fraternal organization. Membership therein shall not be restricted by race, sex, or creed.

The purpose of the Gamma Beta Phi Society is exclusively educational within the meaning of section 501(c)(3) of the Internal Revenue Code of 1954. It shall not engage in activities not permitted 501(c)(3) organization or an organization contributions to which are deductible under section 107(c)(2) of that Code (or the corresponding provision of any future United States Internal Revenue Law). No part of its net earnings shall inure to the benefit of its members, officers, advisors, or other private persons, except that it may pay reasonable compensation for services rendered and make distributions in furtherance of its purpose. No substantial part of the organization’s activities shall involve political propaganda or campaigns, or the attempt to influence legislation.

The objectives of the organization are to recognize and encourage excellence in education; to promote the development of leadership ability and character in its members; and to foster, disseminate, and improve education through appropriate service projects and volunteer opportunities. Each chapter of the Society shall implement these purposes by procedures consonant with the local situation and in cooperation with the faculty and administration of Tarleton State University.

**ARTICLE III
Qualifications for Membership**

Students invited into membership in this chapter shall be presently enrolled at Tarleton State University and must be committed to excellence in education, to good character, and to service. Any student, full or part-time, who has completed twelve hours of college work, excluding any pass-fail work or hours earned due to placement tests such as CLEP or CEEB, is eligible for membership provided he or she is enrolled in a program leading to the associate, bachelors, or graduate degree and also meets the other requirements for membership.

Any student whose cumulative grade point average is 3.2 or above on a 4.0 meets the scholastic requirement for membership.

Students who were members in good standing of Gamma Beta Phi chapters at other institutions and who transfer to Tarleton State University are automatic members of this chapter upon request. Such transfer members will be subject to the retention standards of this chapter, just as any other member.

Each inductee must pay the one-time membership fee set by the National Senate. He or she must also pay the local dues of 10 dollars per year. (Other local assessments may not be made upon the membership, but voluntary contributions can be requested.) Acceptable forms of payment will be cash, check, or money order. No other forms of payment will be accepted. No part of the membership fee is refundable.

Each inductee must take the membership pledge.

Any student who rejects membership when first invited will not be invited again, except upon appeal to and approval of the chapter officers.

**ARTICLE IV
Retention Standards**

**Sec. 1:** To remain a member of this chapter, local dues must be paid each year by the deadline set by the chapter officers. Any changes to the deadlines may be made by the Executive Committee. If after the deadline a member still does not meet the dues retention standard, he or she will be dropped from membership.

A member should retain a ranking within his or her class of no less than a 3.2 grade point average. If a member should drop below that, he or she will be allowed one semester of probation to participate in chapter activities. If after that term the member still does not meet the scholastic retention standard, he or she is dropped from membership until the standard is met.

In accordance with the nature and purpose of The Gamma Beta Phi Society, members are expected to participate in the projects, meetings, and other activities of the chapter. A member may be dropped from membership for failure to meet the activity standards that follow.

Tarleton State University Chapter will require each member to complete 6 hours of community service annually. A total of 12 hours or more of group projects will be provided or members may chose to work on individual projects. A document with the name and number of a contact at the individual organization is required as well as a confirmation of the hours worked signed by the organization the member has volunteered for.

**Sec 2:** In recognition of changing activities and times, the last three items in the above list have been kept general. The Executive Committee may collectively deem an activity worthy of hours and may decide the proper amount of hours to be given for each. This decision must be made with adequate time before the event is scheduled to take place so that the member can be notified of the new hour allocation.

**Sec 3:** A member dropped from membership may appeal the decision to the State President, and then, if desired, to the Executive Secretary. The name of any member dropped from membership shall be sent to the Executive Secretary immediately, along with the reason for action. A student dropped from membership may later be reinstalled by decision of the local officers, if the officers are satisfied that the student now meets the standard of membership. A member so reinstated will not again pay the national membership fee, but notification of the reinstatement shall be sent at once to the Executive Secretary.

**Sec 4:** Any member wishing to have the Gamma Beta Phi gold seal on his/her diploma at graduation should have been an active member of the local chapter for two semesters. These need not be consecutive semesters. Any time period shorter than two semesters will disqualify the member from receiving the gold seal, except in the case that the member will graduate before the two semester time limit is achieved. In such a case, that member must be active for every semester that he/she has been involved with Gamma Beta Phi. The member wanting the gold seal should make a written or oral request to the officers for this seal. It shall not be the officers’ responsibility to see that the member receives this seal.

**Article V
Induction of Members**

Induction of new members shall take place during each semester. The induction ceremony shall be a dignified occasion. There shall be no hazing of an inductee-either that which would result in physical discomfort or that would cause mental embarrassment.

**ARTICLE VI
Officers**

The elected officers of this chapter of the Gamma Beta Phi Society shall be: a president, a vice president, a secretary, and a treasurer. Any additional officers may be installed pending their necessity to the organization.

The duties of the president shall be: to preside at the meetings, to appoint committees, to keep the email account updated and organized, to respond to all incoming emails, to notify seniors of the arrival of their seals and cords, to guide the activities and administer the policies laid down in the national constitution and chapter bylaws, to be the official representative for this chapter when necessary or desirable, and to file with Headquarters the year-end chapter report.

The duties of the vice-president shall be: to preside at meetings when the president is absent, to assume the duties of the presidency should the president be unable to serve, plan and organize service projects, to keep the membership informed of all service projects, to keep track of members that attend service projects and turn a list in to the secretary, and to assist in administering the affairs of the chapter.

The duties of the secretary shall be: to keep a record of the minutes of all officer and member meetings, to prepare the agenda for all member meetings, to carry on the general correspondence of the chapter, to keep National Headquarters informed about all changes in membership and reasons thereof, keep track of all records dating back to one year, turn in a list of members who receive points to the database operator, and to order and properly disburse material from Headquarters.

The duties of the treasurer shall be: to collect the funds of the chapter and ensure they are delivered to the faculty advisor for safeguarding; to keep a complete and accurate record of all financial transactions; to complete the year-end financial report; to collect membership dues from members; to give an updated status of the group’s finances at the beginning of each meeting; to pass on to the treasurer succeeding him/her all funds remaining in the treasury; and to give to the Advisor all financial records.

All officers have the responsibility to: attend all officer and member meetings, to be involved with and attending service projects, and to attend to all of their specific duties listed above.

The officers of this chapter shall be elected at a regular meeting during the fall term of the school year. The Executive Committee will determine the date of the election and announce it to the membership at least one regular meeting in advance of the meeting at which the election will occur. The Executive Committee will determine the method of nomination and ballot casting. The new officers shall assume their position at the end of the last meeting of the year.

**Article VII
Committees**

The standing committees of this chapter shall be: executive committee, membership committee and service committee. Any additional committees may be installed pending their necessity to the organization.

The Executive Committee shall be composed of all officers and the chairman of all other standing committees. The chairman of the Executive Committee shall be the chapter president. The Advisor will be invited to all meetings of the committee and his or her counsel sought. The duties of the committee are: to see that the standards of membership are maintained, to handle all disciplinary matters, to plan general policies, projects and activities for presentation to the membership, to insure that all qualified students are identified and invited into membership.

The membership committee shall be appointed by the chapter president. The recording secretary shall be the advisor to this committee. The chairperson shall be elected from within the members of the committee by the members of the committee. It is the responsibility of the committee to inform the members of all meetings and activities.

The service committee shall be appointed by the chapter president. The corresponding secretary shall be the advisor to this committee. The chairperson shall be elected from within the members of the committee by the members of the committee.

In addition to these standing committees, the president may appoint special committees to attend to and/or report upon any specific matter involving the chapter.

**ARTICLE VII
Meetings**

Regular meetings of this chapter of the Gamma Beta Phi Society shall be held at least every month and possibly twice a month during school year. The time and place of meeting will be decided upon by the Executive Committee. Every effort shall be taken to alternate the day and time of the meetings to give each member the chance to attend. Special meetings may be called by the Executive Committee. All members are to be sent notification of the special meeting and its purpose for being called. Only the business for which the meeting is called will be transacted.

**ARTICLE VIII
Quorum and Parliamentary Authority**

A quorum of this chapter shall be constituted by 25 participating members of the orgnaization. No action may be taken which is binding upon the membership unless a quorum is present.

**ARTICLE IX
Attendance at State and National Meetings**

This chapter of the Gamma Beta Phi Society will make every effort to send the appropriate student and advisor delegates to all state and national meetings and will endeavor to send other members as well.

**ARTICLE X
Amending and Transmitting the Bylaws**

The bylaws of this chapter may be amended by a majority vote of the members at any meeting at which a quorum is present, provided such proposed amendment in written form has been placed before the membership at a previous regular meeting. Such amendments may not be in conflict with national standards or policies.

Both the executive secretary of the Gamma Beta Phi Society and the appropriate institutional administrator or committee shall be sent immediately a copy of these bylaws and of any subsequent amendments or alterations. Each member shall receive a copy of these bylaws.

**ARTICLE XI
Dissolution**

In the event of dissolution the residual assets of this chapter will be turned over to another organization which is in itself exempt from federal income tax as an organization described in section 501 (c) (3) of the Internal Revenue Code of 1954 or the corresponding provisions of any prior or future Internal Revenue Code, or the Federal, State, or local government for exclusively public purposes.