

Alpha Zeta Partners Constitution

The Ohio State University

Columbus, Ohio

Revised 11-8-2024

Article I – Name

Section 1 – The name of this organization shall be Alpha Zeta Partners

Article II – Objectives

Section 1 - Purpose

- The purpose of the fraternity of Alpha Zeta is to bind together a group of men and women interested in the continued advancement of agriculture and natural resources, and to foster and develop high standards of scholarship, character, leadership and a spirit of fellowship among its members. Alpha Zeta Partners further extends this purpose by focusing on the component of leadership development.

Section 2 - Mission

- Alpha Zeta is a professional agricultural and natural resources organization dedicated to the highest levels of scholarship, leadership, integrity and service.

Section 2 – Vision

- Alpha Zeta is a global network of diverse agricultural and natural resources professionals recognizing, developing, and promoting leadership, integrity and service.

Article III – Affiliations

Section 1 – The Townshend chapter of Alpha Zeta Partners at The Ohio State University is a subset of the national organization of Alpha Zeta.

Article IV – Membership

Section 1 – Regularly Initiated Student Members.

- Regularly initiated students are defined by Article 5, Student Membership Qualifications. They shall be initiated in the Spring Semester of every school year and new membership is only open to first or second-year students

Section 2 – Alumni Members

- Alumni status consists of paying Alpha Zeta Network dues.

Section 3 – Honorary Members

- o Honorary members may be chosen at the discretion of the active student membership. Honorary members are members who have provided a significant service to the organization who do not hold membership in the Alpha Zeta Organization.

Section 5 – Associate Members

- o Associate members are those members that serve as our faculty advisors. New associate members must also go through the initiation process in the Spring Semester prior to the year they will be advising the club.

Article V – Student Membership Qualifications

Section 1 – Selection Process for Alpha Zeta Partners

- o Open to students, with at least two remaining years of school in the College of Food, Agricultural, and Environmental Sciences.
- o At least a 3.3 cumulative grade point average for students with 30 credits or less. At least a 3.0 grade point average for students with 31 credit hours or more. GPA will be a consideration not just a minimum requirement.
- o Applicants must exhibit leadership potential/accomplishments in department, college, university or community organizations.
- o Applicants must be of good character.
- o Community Service - home community or university community
- o Diversity - Membership in this club or organization is open to all meeting the above criteria, irrespective of race, creed, color, gender, class, age, nation of origin, nationality, disability, marital status, religion, veteran status, or sexual orientation.

There will be an application with a series of small essays for each potential student to fill out. From these applications, current AZP memberships shall vote to induct prospective members.

Section 2 – Member Removal Process

There are several criteria that serve as ground for delegation on removal from Alpha Zeta Partners. These are as follows:

1. If a member attends less than ½ of AZP events, meetings, or seminars.
2. If a member has fallen below the required 3.0 cumulative grade point average (GPA) for 31 credits or more, or if a member has fallen below the required 3.3 cumulative grade point average (GPA) for 30 credits or less.
3. If a member has failed to meet the terms outlined in the AZP membership agreement.

If a member fails to meet these grounds, removal of the member may be delegated upon. This process shall take place if the member is not meeting the membership requirements, as outlined above. Before removal, the member in violation will have a chance to meet with organization officers and the advisors to create a plan for remediation. If this process is not successful or is not achieved, the act of member removal shall be approved by a formal vote before the general body of Alpha Zeta Partners. Member removal shall require a 2/3 vote via the general body.

Section 3 – Statement of Non-Discrimination

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

Article VI – Officers/Committee Chairs

Section 1 – The officers of this organization shall be:

- Chancellor
- Censor
- Scribe
- Treasurer
- Chronicler
- CFAES Student Council Representative

Section 2 – The committee chairs of this organization shall be:

- Recruitment Chair
- Fundraising Chair
- Social Chair
- Community Service Chair
- Diversity Chair
- Alumni Chair
- New Member Education Chair
- Constitution Revision Chair

Section 3 – Duties of Officers

- o Chancellor** - The chief executive of this chapter. It's their duty to preside over all meetings. The Chancellor shall appoint committees when appropriate. They must also uphold all articles of the constitution.
- o Censor** - The Censor has the ability to orchestrate the meeting without the Chancellor. Censors provides censorious knowledge on topics in the meeting. It is their duty to provide guidance to the committee chairs of the organization. It is also the duty of this office to keep a record of meeting attendance.
- o Scribe** - The Scribe has the duty of keeping the minutes of all meetings and attending to all correspondence of the organization. They shall send reports to the National Office when deemed necessary. It is also his/her job to keep track of new and old business and relay that information to chapter members.
- o Treasurer** - The Treasurer receives all funds of the chapter and disburses funds as instructed by the chapter. In addition, they are responsible for collecting chapter dues, coordinating invoices to be paid with the national office, and working to create a yearly budget. The Treasurer should also work in conjunction with the Fundraising chair to build up the financial standing of the organization.

- o **Chronicler** - The Chronicler is the historian, recorder, and reporter for the chapter. The Chronicler keeps a complete account of all achievements, addresses, and locations of all members of the chapter as well as provides information to keep the AZP website and social media pages up to date.
- o **CFAES Student Council Representative** - This person shall represent the organization at all CFAES Student Council meetings. Our representative shall serve as the liaison between the organization and the college. In addition, the Council representative shall provide a full report of all council activities at each organizational meeting

Section 4 – Duties of Committee Chairs

- o **Recruitment Chair** - Members of this committee shall have the responsibility of working to promote the organization to prospective members. He or she shall be responsible for holding recruitment events and organizing opportunities to recruit new members.
- o **Fundraising Chair** - Members of this committee shall have the responsibility of working to coordinate fundraising events to help build up the financial standing of the organization. This consists of but is not limited to at least one fundraising event each semester. Members of this committee shall also work closely with the chapter Treasurer to manage the funds of the organization.
- o **Social Chair** - Members of this committee shall have the responsibility of working to build the fellowship of chapter members through social events. This consists of but is not limited to at least one social event for the organization each semester.
- o **Community Service Chair** - Members of this committee shall have the responsibility of working to provide planning and opportunities for chapter members to engage in service events both on and off campus. This consists of but is not limited to at least one community service event for the organization each semester.
- o **Diversity Chair** - Members of this committee shall work to organize and execute events on the campus of The Ohio State University as well as the College of Food, Agricultural, and Environmental Sciences to foster and promote a climate for cultural, ethnic, religious, sexual, gender, veterans' affairs and disability diversity. They will work in conjunction with the Community Service Chair to develop culturally relevant and differentiated experiences.
- o **New Member Education Chair** - This committee shall be responsible for preparing/editing an information letter to be sent to eligible students enrolled in the College of Food, Agriculture, and Environmental Sciences. The goal of this committee is to spread the awareness of values and message of AZP and to build up the standing of membership.
- o **Alumni Chair** - Members of this committee shall serve as a liaison between the alumni of the organization and the current chapter by attending local AZ and AZP Alumni meetings. This also incorporates maintaining contact with the alumni through sending out newsletters/emails every semester of AZP events. It is also the responsibility of this

committee to plan events with the alumni to develop a network of past and present members.

- o **Constitution Revision Chair** - This committee shall review the constitution and by-laws as necessary and propose changes to the organization once a year, preferably during autumn semester.

Section 5 – Officers are expected to present reports for their position at least once a month to the general body. They are also expected to attend officer and executive committee meetings to discuss progress.

Article VII – Elections and Removal of Officers

Section 1 – Term

Election of officers shall be held during Spring Semester each year. The Term of each position is one cumulative year.

Section 2 – Ballot Selection

Prior to conducting elections, an online form will be distributed to the members of the organization so potential candidates can learn about the responsibilities of each office and select which position they want to be on the ballot for.

Section 3 – Voting Process

Voting will be done as a show of hands by the AZP General Body during a specified election meeting. Self-nomination and nominations from the floor by any active member will be accepted.

Section 4 – Officer Removal

Removal of elected and appointed officers shall take place if the officer is not fulfilling his or her duties as outlined in Article VI, section 3 of the constitution. The act of officer removal shall be approved by the executive committee with the approval of the advisor. If the decision is contested, it shall be brought before the general body of Alpha Zeta Partners and the officer removal shall require a 2/3 vote.

Article VIII – Constitutional Amendments

Section 1 - This constitution may be amended by a three-fourths vote of the active members present at any regular meeting of the organization. Constitutional amendments may be provided and voted on in a digital format if decided upon by the general membership.

Section 2 - Proposed amendments must be presented in writing or print and action thereon can be taken no sooner than the following regular meeting.

Article IX – By-Laws

Section 1 - The By-laws shall be laws of current application enacted by the organization based on and subordinate to the Constitution. The By-laws may be amended by a two-thirds vote of those present at any regular meeting.

Article X – Meetings

Section 1 – General Body Meeting Outline

Regular meetings of this club or organization shall be held on a bi-weekly (twice monthly basis). The Chancellor and Chronicler will send out notifications of meetings at least 48 hours prior to the start of meeting via online format. Meeting times and days shall be voted on via an online format prior to the establishment of a meeting schedule.

Section 2 – Officer and Committee Chair Meeting Outline

Officer meetings of this club or organization shall be held at least once monthly for one hour prior to general body meetings. The Chancellor and Chronicler will send out notifications of meetings at least 48 hours prior to the start of meeting via online format. Officers and committee chairs are expected to attend all of these meetings. Meeting times and days shall be voted on via an online format prior to the establishment of a meeting schedule.

Section 3 – Governance

To properly vote and conduct official AZP business, the meeting congregation must be at least 2/3 of majority of the members. Robert's Rule of Order shall serve as the guiding principle during the conducting of business.

Section 4 – Meeting Attendance

Meeting attendance is required to remain an active participant in AZP. With this in mind, AZP members can be excused from meetings by sending a professional email to the Censor outlining the circumstances of your absence. To be accepted, meeting excuses must be submitted at least 24 hours before a meeting. This 24-hour window will allow officers to properly gauge meeting attendance. Egregious offenses of absence without excuses will be met with consequences.

Article XI – Advisors

Section 1 – There shall be at least one full time OSU CFAES faculty or staff who shall serve as an advisor for the organization at all times. These advisors serve to provide guidance to AZP members and officers.

Article XII – Finances

Section 1 – Payment of Initiation Fees

Upon induction to the organization, new members are required to pay the official initiation fee of \$95. This fee is paid directly to the treasurer upon induction and is submitted to the national AZP office for approval. These fees are usually paid during the end of the spring semester.

Section 2 – Payment of Annual Membership Fees

To remain an active member of Alpha Zeta Partners, members must pay dues in Spring. The amount of these dues are \$35 paid directly to the treasurer and are submitted to the national AZP office for approval.

Section 3 – Routes of Acceptable Payment

Induction fees and Membership fees are to be paid directly to the organization Treasurer. Money can be accepted in the form of cash, check, or through virtual payment methods. Failure to make these payments may result in the loss of active member status.

Section 4 – Payment Assistance

If a wants to remain an active member of AZP, but has financial barriers to entry, payment assistance may be available. In this case, discussion will occur between the Chancellor, Treasurer, and chapter advisors.