

**Alpha Lambda Delta Academic Honor Society  
at The Ohio State University  
Chapter Constitution**

**Article I: Name and Insignia**

Section I.

The name of this Honor Society shall be Alpha Lambda Delta as it is affiliated with National Alpha Lambda Delta.

Section II.

The colors shall be scarlet, gold, and white.

**Article II: Purpose**

The purpose of the Society shall be to encourage superior academic achievement among students, to promote intelligent living and a continued high standard of learning, and to assist students in recognizing and developing meaningful goals for their unique roles in society.

**Article III: Organization**

The members of the Alpha Lambda Delta honor society shall be those persons who have been duly initiated. There shall be no discrimination on account of race, color, national or ethnic origin, age, religion, disability, sex, gender identity, sexual orientation, or military or veteran status in the initiation of individual members.

**Article IV: UNIVERSITY REGULATIONS**

**Section A. Harassment and Discrimination, including Sexual Misconduct**

The Alpha Lambda Delta honor society agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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 basis in accordance with the Student Organization Registration Guidelines.

**Section B. Hazing**

The Alpha Lambda Delta honor society agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.

**Section C. Bylaws**

The Alpha Lambda Delta honor society retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.

## **Bylaws**

### **Article I: Eligibility for Membership in the Society**

#### Section I.

Membership in the Society shall be based upon superior academic attainment by students during their first year in college. Advanced Placement credits earned prior to college will not be used to calculate eligibility for membership with Alpha Lambda Delta.

#### Section II.

The member must be registered as a full-time student for a course of study leading to an associate's or bachelor's degree.

#### Section III.

The minimum cumulative scholastic grade point average required for membership is 3.5. The student shall be in good standing with The Ohio State University.

#### Section IV.

The Society does not discriminate on account of race, color, national or ethnic origin, age, religion, disability, sex, gender identity, sexual orientation, political beliefs, or military or veteran status in the invitation and initiation of individual members.

### **Article II: Honorary Members**

Members of the faculty, administration, or college community may be elected to honorary membership by the chapter with the unanimous approval of the Executive Board.

### **Article III: Initiation**

Members may be initiated after the first term of their freshman year, and not later than the end of their second year.

### **Article IV: Revenues**

#### Section I.

The revenues of the Society shall be derived from dues. The membership dues are currently \$50; \$30 of which goes to ALD Headquarters and \$20 to the Ohio State University Chapter of Alpha Lambda Delta.

#### Section II.

The cost of graduation regalia (red, gold, and white cords) offered to the graduating members of the Ohio State University Chapter of Alpha Lambda Delta will be generated from derived revenues. Or can be purchased separately.

#### Section III.

Only the executive board may authorize spending either in budget or explicit form. In the event of dissolution, all monetary assets shall be returned to Alpha Lambda Delta Headquarters to be used toward student scholarships.

### **Article V: Election of Officers**

Officers will be elected by an open vote of all members at a chapter meeting. Incoming members interested in becoming an officer are encouraged to fill out and turn in an application before the election. If an officer position is not filled due either to a tie or no candidates, then the current executive board of officers will decide who will fill the position through a vote.

## **Article VI: Officers**

Only student members can serve as officers. Positions Marked (E) have the duty to attend E-board meetings in addition to their normal duties.

The chapter officers and the duties of office shall be:

### **President (E)**

- Oversees the organization
- Calls and conducts meetings, reserves facilities
- Helps to create an interest in ALD among members and prospective members
- Maintains good communication between officers, advisors, and members
- Should be aware of all facets of Alpha Lambda Delta
- Possibly attend the annual ALD Leadership Conference

### **Vice President (E)**

- Works closely with the president in planning and executing all chapter business
- Should be knowledgeable in how the organization operates
- Takes over the president's responsibilities should the president be unable to do so
- Possibly attend the annual ALD Leadership Conference

### **Executive Board Vice Chair (E)**

- Handles all correspondence and records
- Takes attendance and minutes at each meeting
- Maintains clear, accurate reports
- May construct and send a monthly newsletter to all members to keep them up-to-date on the important happenings within the organization.

### **Treasurer (E)**

- Handles the financial affairs of the chapter
- Keeps accurate records
- Pays bills on time
- Works with the president and advisor to prepare the annual financial report
- May work closely with the Business Office for Student Orgs if account is held on campus
- Double check all spending requests

### **Historian**

- Keeps the records of activities of the chapter
- Attends all events to take pictures of member activities
- If applying for Torch award, compiles the scrapbook

### **Service/Philanthropy Chair (E)**

- Works to plan service events
- Works closely with Publicity Chair to advertise events

### **Events Chair (E)**

- Plan reception that follows initiation
- Plan and organize other social events for the organization during the year

### **Professional Development Chair (E)**

- Plan professional development events
- Plan and organize other professional events for the organization during the year

### **Editor**

- Serves as the liaison between the chapter and the Director of Chapter Engagement at ALD Headquarters
- Contributes news of chapter activities to the local campus media
- Submits a chapter spotlight piece for publication by ALD Headquarters

### **Webmaster**

- Designs and maintains the chapter website

### **Publicity Chair (E)**

- Responsible for event advertising and publicity efforts
- Works closely with other officers to creatively promote ALD during recruitment season
- Works with Facebook/Instagram and other social media platforms to publicize events and communicate with membership
- Keeps a working electronic communication medium of members (using social media, listserv, mailing list, etc.)

### **Director of Alumni Relations**

- Maintain alumni relations.

In case of a vacancy of the President position, the Vice President shall be given the option to assume the position of President, along with all the duties of the position upon acceptance. Elections will then be held for the vacant Vice President position.

### **Article VII: Advisor**

- The advisor should seek to be present at all membership meetings and executive board meetings
- Preside over membership meetings in cases where decisions must be made in regard to the Executive Board.
- Interpret University policies as they apply to Alpha Lambda and the activities that they plan.
- Challenge and encourage the Executive Board to plan programs that are interesting and beneficial to the membership of Alpha Lambda Delta and the students of the University.
- Secure information on potential members for Alpha Lambda Delta from the University Registrar (eligibility lists).

### **Article VIII: Removal from Office**

#### Section I: Grounds for Impeachment

Failure to fulfill the duties and qualifications of his/her office as defined and stated in the Constitution.

#### Section II: Procedure

- A. A charge of impeachment in written form is signed and submitted to the Advisor who will then bring it before the Alpha Lambda Executive Board meeting.
- B. Alpha Lambda Delta officers will decide whether or not to take action on a charge of impeachment. If action is decided to be taken on said impeachment, the accused officer will have until the next executive board meeting to prepare a rebuttal or resign from office. The executive board will make the final decision on whether or not to bring the impeachment to a membership meeting for vote.
- C. A three-fourths vote of the voting members of Alpha Lambda Delta membership is needed for an impeachment.
- D. The officer under consideration for impeachment may not vote.

### **Article IX: Meetings**

Chapter Meetings: The goal of the chapter shall be a minimum of four chapter meetings per year, including initiation. These meetings will be planned by the executive board.

Executive Board Meetings: Executive board meetings will be called by the president 10-days in advance.

### **Article X: Graduation**

#### Section I.

All members of the Chapter of Alpha Lambda Delta will be offered the opportunity to graduate with cords in honor of their association with the Society.

#### Section II.

The graduating senior member of the Chapter with the highest GPA the semester before graduation will be honored with the Senior Book Award.

### **Article XI: Amendments**

#### Section I.

Amendments to these bylaws may be proposed by members of the Executive Board and adopted by a two-thirds affirmative vote of all ALD members.

#### Section II.

Changes in Membership, Article I, must be approved by the Advisor(s).

#### Section III.

Meeting records of the executive board approved unanimously in written form by the executive board and the advisor(s) act as bylaws until the constitution is next amended at a chapter meeting.

#### Section IV.

Quorum: A Quorum is defined as 75% of all voting officers for executive meetings and 50% of all voting members for chapter meetings. The president may initiate a roll call to check for quorum.

#### Section V.

Additional Spending Control: The president may veto spending requests.

Additional Spending Supervision: The faculty advisor must oversee all scholarship applications, and may at their discretion freeze the scholarship distribution process until the next e-board meeting.

#### Section IV.

Terms of officers: The ideal situation is as follows: Yearly elections will be held to elect officers, officers will serve two years. Newly elected officers will serve as vice-officers their first year in office and will mentor newly elected officers their second year in office.

## **Article XII: Compliance**

### Section I.

This organization shall comply with all University, [State] Board of Regents, and local, state, and federal regulations.