

CONSTITUTION OF
Greeks Advocating Mature Management of Alcohol
(G.A.M.M.A.)

EMPORIA STATE UNIVERSITY

ARTICLE I

Name, Purpose and Membership

Section 1: The name of this organization will be GAMMA (Greeks Advocating the Mature Management of Alcohol).

Section 2: The base of GAMMA shall be:

2.1 Mission Statement: To provide opportunities for Emporia State University students to choose, to know and participate in making healthy and responsible choices that affect college students today.

2.2 Values: Trust, Respect, Balance, Compassion, and Knowledge

2.3 Vision: To have an educated society in all aspects to where we don't have a job left in educating.

Section 3: Membership

3.1 Membership of this organization is open to students currently active in one of the recognized fraternities and sororities at ESU

3.1.1 Students must complete an application and interview process before they are allowed membership

3.1.2 Students must, at the time of application and throughout their membership, maintain a cumulative GPA of 2.5.

3.1.3 Fraternities and Sororities are not required to have an active member in GAMMA. Membership is completely voluntary.

3.2 No person shall be on the grounds of race, creed, color, national origin, religion, age, sex, sexual orientation, handicap, Vietnam Veteran Status, or such other factors that cannot be considered lawfully be excluded from

participation in, be denied the benefits of, or be subjected to discrimination under any program or activity within this organization.

- 3.3 GAMMA shall consist of an Executive Board (*see Article II*), a general assembly (*see Article III*), a representative of IFC, a representative of PHA, and the Greek Life Coordinator.

ARTICLE II

Executive Board

Officer Qualifications, Designations, and Duties

Section 1: All officers must be an active member in good standing of their respective fraternity or sorority and Emporia State University.

Section 2: The Executive Board shall consist of the following.

- 2.1 President
- 2.2 Secretary
- 2.3 Treasurer
- 2.4 Vice-President of Membership
- 2.5 Vice-President of Educational Programming
- 2.6 Vice-President of Social Programming
- 2.7 IFC/PHA Delegate

Section 3: The purpose of the Executive Board shall be:

- 3.1 The planning and legislative body.
- 3.2 To fulfill the policies enacted by this organization.
- 3.3 To have the power to initiate programs and activities for all members.
- 3.4 To oversee of GAMMA related programming and social functions.

Section 4: The duties of the President:

- 4.1 Preside at and conduct all meetings.
- 4.2 Shall act as the official host and representative of GAMMA in campus functions.
- 4.3 Shall be responsible for implementing legislation enacted by GAMMA.
- 4.4 Shall be responsible for consultation with Executive Board to see that the Constitution is adhered to.
- 4.5 Will meet with the Greek Life Coordinator each week to keep informing him/her of all of GAMMA's business and projects.
- 4.6 Shall maintain proper updated record with the Associate Student Government (ASG) as membership requires.
- 4.7 Shall oversee the committees of GAMMA and executive members.
- 4.8 Responsible for collecting the organization's mail from the campus box.

Section 5: The duties of the Secretary:

- 5.1 Shall be responsible for maintaining accurate minutes at all meetings and sending those out to all appropriate members and staff.
- 5.2 Shall be responsible for collecting officer reports prior to meetings.
- 5.3 Shall be responsible for correspondence between other organizations and individuals.
- 5.4 Maintain attendance of all meetings.
- 5.5 Maintain a phone and email directory of all members.

Section 6: The duties of the Treasurer:

- 6.1 Shall be responsible for keeping accurate financial records of the organization.
- 6.2 Shall be responsible for creating and upholding a budget for GAMMA,

with the assistance of the Greek Life Coordinator.

- 6.3 Shall give a financial report at the beginning of each meeting.

Section 7: The duties of the Vice-President of Membership:

- 7.1 Shall fulfill the duties of the president as stated in Section 4 during the absence of the President.
- 7.2 Shall be responsible for the recruitment of new members for the organization.
- 7.3 Will review all applications and preside over all interviews of new members.
- 7.4 Will make nominations for membership to the Executive Board, if any, at each meeting.
- 7.5 Shall work with the Greek Life Coordinator and other campus members in training of members in the Peer Educator's Program.
- 7.6 Shall oversee the Awards Committee.

Section 8: The duties of the Vice-President of Educational Programming:

- 8.1 Shall oversee the Education Committee
- 8.2 Will keep accurate record of all Student Organized Seminars (SOS), which includes but is not limited to participants, content, dates and times.
- 8.3 Will compile and distribute a survey at the end of each SOS, which the results will then be announced at the following scheduled meeting and put into the minutes.
- 8.4 Will oversee the planning of each SOS project and the member's efforts in completing the project.
- 8.5 Has the authority to recommend the cancellation of an SOS to the Executive Board.
- 8.6 A SOS can only be cancelled if it breaks the rules and regulations of an SOS, as stated in the GAMMA Programming Guide.

- 8.7 Shall assign members in the committee to cooperative groups, and assign a program leader.

Section 9: The duties of the Vice-President of Social Programming:

- 9.1 Shall oversee the Social Committee.
- 9.2 Will keep accurate record of all social programs, which includes but is not limited to participants, financial information, dates and times.
- 9.3 Will evaluate the social activity and record them in the minutes.
- 9.4 Will oversee the planning of each social program and the member's efforts in completing the project.
- 9.5 Has the authority to recommend the cancellation of a social program to the Executive Board.

ARTICLE III

Standing Committees

Committee Designations and Duties

Section 1: Standing Committees

- 1.1 Each member of GAMMA will serve on at least one standing committee.
- 1.2 The following will be committees which function as an integral part of the operations of GAMMA:
 - 1.2.1 Awards Committee
 - 1.2.2 Education Committee
 - 1.2.3 Social Committee

1.3 Each committee chair is chosen by an Executive Board member as stated in Article II.

1.4 Membership size in each committee will be left up to the decision of the Executive Board and the Greek Life Coordinator.

Section 2: The duties of the Awards Committee:

- 2.1 Recruitment of new members
- 2.2 Recognizing chapters and individuals for positive and outstanding education efforts and involvement.
- 2.3 Publicity of all GAMMA activities and programs

Section 3: The duties of the Education Committee:

- 3.1 Developing and Organizing each SOS
- 3.2 The number of SOS that will need to be completed will change on an annual basis depending on GAMMA's scheduling.
- 3.3 Assigning members to work on each SOS
- 3.4 Schedule keynote speakers.
- 3.5 Providing information to chapters about referral services for members
- 3.6 Providing all chapters with information regarding contacts and resources to address common health and safety issues.
- 3.7 All SOS developed by the Education Committee must be approved by the Executive Board.

Section 4: The duties of the Social Committee:

- 4.1 Developing and organizing all social educational programs.
- 4.2 Planning and organizing chapter competitions.
- 4.3 Planning and organizing GAMMA mixers and formal dance.
- 4.4 Provide information to chapters regarding general safety and health concerns from irresponsible partying.

Section 5: Ad Hoc Committees

- 5.1 Ad Hoc Committees are temporarily created to fulfill a necessary, but

temporary, function with GAMMA

- 5.2 Ad Hoc Committees shall exist through the creation of the Executive Council or within a committee for a given project.
- 5.3 A committee chair will be assigned to direct the Ad Hoc Committee.
- 5.4 The designated chair of each Ad Hoc Committee will give a report of their activities to the chair of their standing committee or the Executive Board, when requested.

ARTICLE IV

Election of Officers

Rules and Regulations

Section 1: Election of officers will be held once every school year.

Section 2: The election of all Executive Board members will be held in November.

- 2.1 The term of each executive office will run from January to December.
- 2.2 Members may not hold the same office for more than 2 terms in a row.
- 2.3 Applications for Executive positions are due in October.
- 2.4 The Executive Board must be filled no later than the last meeting of fall semester, or the office will be assigned to a member by the Executive Board and the Greek Life Coordinator.

Section 3: The election will utilize a written ballot, with a simple majority determining the winner.

- 3.1 Candidates will have to go through an application and interview process, which will be chaired, by the Executive Council and the Greek Life Coordinator.
- 3.2 If the candidate does not meet the approval of these two bodies, then they will not be allowed to present themselves to the General Assembly for vote.
- 3.3 Candidates will present themselves to the General Assembly, where a written vote will be taken.

ARTICLE V

Removal and Succession

Section 1: Removal

- 1.1 The violation or disregard for any part of this constitution or the organization shall be ground for removal charges against any of the elected officers.
- 1.2 The general membership shall vote on the removal resolution.
- 1.3 Removal shall be accomplished by a 2/3-majority vote.
- 1.4 Removal proceedings may be initiated by any voting member.

Section 2: Succession

- 2.1 In the event of removal, resignation, or vacancy of any elected officers, a special election shall be held to fill that position.

ARTICLE VI

Finances

Section 1: Members will not be required to pay dues for membership.

Section 2: All funding for GAMMA will be provided through funding received from outside sources (i.e. fundraisers, grants, donations, etc.)

ARTICLE VII

Advisors

Declaration and Duties

Section 1: The Greek Life Coordinator and the Counseling Coordinator of ADAP will act as advisors for GAMMA.

Section 2: The duties of the Greek Life Coordinator as an advisor of GAMMA will be:

- 2.1 Advise all programming organized and implemented by members
- 2.2 Oversee all club related business
- 2.3 Hold meetings with GAMMA Executive Board, as members therein, at least once a month.

Section 3: The duties of the Counseling Coordinator of ADAP as an advisor of GAMMA will be:

- 3.1 Oversee Peer Educator's Training Program.
- 3.2 Shall work with members to formulate their SOS program and ensure the content and approach is appropriate and well planned.
- 3.3 Shall meet with General Assembly members once a month to discuss roles and responsibilities of members as Peer Educators.

ARTICLE VIII

Meeting

Policies and Procedures

Section 1: Unless otherwise convened, or cancelled with due notice by the President, General Assembly meetings will be held once a month.

- 1.1 The Counseling Coordinator will be present at the meeting, unless due notice is given. Attendance at this meeting is mandatory.
- 1.2 Committee meetings scheduling will be left up to the chairs and members of the various committees.

Section 2: Meeting shall follow Robert's Rules of Parliament for all procedures and policies not covered in this constitution.

ARTICLE IX

Amendments

Section 1: Any amendment to this constitution must be approved by a two-thirds (2/3) majority vote of those members present and voting.

- 1.1 Any amendment(s) must be reviewed by the Center for Student Involvement staff for submission to the Associated Student Government Student Senate to become a part of GAMMA's student organization's official constitution.