

STANDING RULES

ALPHA ZETA STATE ORGANIZATION – NEW JERSEY THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL 2000

Alpha Zeta State Standing Rules concur with the International Standing Rules of The Delta Kappa Gamma Society International. State specific items have been added below.

1. Awards

1.1 Scholarships and Personal Growth Stipend Awards

- 1.1.1 The Scholarship and Personal Growth Stipend Committee shall disseminate current criteria and directions for applications.
- 1.1.2 Rules governing administration of the program shall be recommended by the committee and adopted by the Executive Board.
- 1.1.3 The number and amount of each award shall be recommended by the committee to the Executive Board for approval.
- 1.1.4 Awards shall be presented at the State Convention.

1.2 World Fellowship

- 1.2.1 The committee shall inform members concerning the World Fellowship Fund program and encourage participation by all chapters.

1.3 Other Awards

- 1.3.1 The Rose Award shall be presented to a member who is actively involved in education and who exhibits outstanding service to Delta Kappa Gamma and to her community.
- 1.3.2 The Key Award shall be presented to a retired member who exhibits outstanding service to Delta Kappa Gamma and to her community.
- 1.3.3 The Dedicated Service Award shall be presented to a member who exemplifies outstanding personal character traits and who has evidenced service to Delta Kappa Gamma and commitment to the Society.
- 1.3.4 Chapters shall be provided with current criteria and directions for nominations for special awards.
- 1.3.5 Awards shall be made at the State Convention. The Rose and Key Awards shall be given annually, and the Dedicated Service Award shall be presented in even numbered years.

2. Finances

2.1 General

- 2.1.1 Mileage allowance shall be in agreement with the international rate.
- 2.1.2 State and international meeting allowance shall be in agreement with International.

2.2 Dues

- 2.2.1 State annual dues shall be established annually by the Finance Committee to be approved at the spring convention.

3. Meetings

3.1 Rules of Order for Executive Board Meetings

- 3.1.1 All persons addressing the chair shall give name and chapter.
- 3.1.2 All motions, amendments and resolutions shall be presented to the chair or presiding officer in written form before a vote is taken and shall be signed by the individual or chairman of the group presenting such a motion. All motions shall become a part of the Recording Secretary's file.
- 3.1.3 On speaking to a motion each person shall be limited to three minutes.
- 3.1.4 No person shall speak more than twice to the same motion.
- 3.1.5 Only Executive Board members may vote. These persons shall be seated as an executive body.

3.2 State Convention

- 3.2.1 Site and dates for the annual convention shall be determined at least two years in advance.
- 3.2.2 The Executive Board shall convene the business meeting no later than 10 a.m. on Saturday of the convention.
- 3.2.3 An agenda of the convention activities shall be published in the State newsletter prior to the convention.

4. Standing Committees

- 4.1 Standing Committees shall be made up of a chairman appointed by the President and the chairmen of the committees at chapter level.
- 4.2 Each Standing Committee shall prepare a biennial report to be printed for distribution at the State Convention.

5. Communications

- 5.1 The State shall publish a newsletter, *The News of Alpha Zeta State*.
- 5.2 The President shall appoint a State Photographer.
- 5.3 The State organization shall seek opportunities for publicity.

6. Technology and Networking

- 6.1 Opportunities for networking shall be enhanced through interpersonal contacts, workshops, and electronic communications.
- 6.2 The President shall appoint a Web Master who shall maintain a State Web site.