

**THE DELTA KAPPA GAMMA SOCIETY
INTERNATIONAL**

**DKG ALBERTA STATE
ORGANIZATION
BYLAWS**

Revised: August 2019

THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL

DKG ALBERTA STATE ORGANIZATION BYLAWS

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DKG ALBERTA STATE ORGANIZATION BYLAWS

Article I. Name

Section A. State

The name of this state organization shall be DKG Alberta State Organization of The Delta Kappa Gamma Society International.

Section B. Chapter

Each chapter in DKG Alberta State Organization shall be designated by a Greek letter, a combination of Greek letters, or by a geographic community name, chosen by the state organization. Each chapter shall be named by DKG Alberta State Organization.

Article II. Mission and Purposes

Section A. Charter Objective

This corporation is formed for educational and benevolent purposes, particularly for extending aid to women teachers and students by means of founding scholarships for study, for developing loyalty and high ideals in the teaching profession, and for conferring distinction upon women members of the teaching profession. (Charter of Delta Kappa Society, August 16, 1929) – Constitution, Article II, Section A, Charter Objective

The objectives of DKG Alberta State Organization shall be

1. To promote the mission and vision of The Delta Kappa Gamma Society International as found in the *Constitution, Article II*.

Mission Statement

The Delta Kappa Gamma Society International promotes professional and personal growth of women educators and excellence in education.

Vision Statement

Leading Women Educators Impacting Education Worldwide

2. To promote the purposes of The Delta Kappa Gamma Society International as found in the *Constitution, Article II*.

1. To unite women educators of the world in a genuine spiritual fellowship
 2. To honor women who have given or who evidence a potential for distinctive service in any field of education
 3. To advance the professional interest and position of women in education
 4. To initiate, endorse and support desirable legislation or other suitable endeavors in the interests of education and of women educators
 5. To endow scholarships to aid outstanding women educators in pursuing graduate study and to grant fellowships to non-member women educators
 6. To stimulate the personal and professional growth of members and to encourage their participation in appropriate programs of action
 7. To inform the members of current economic, social, political and educational issues so that they may participate effectively in a world society
3. To act as liaison between chapters and the International organization.

Article III. Membership

Section A. Membership

1. Membership in The Delta Kappa Gamma Society International shall be by invitation. A member inducted into the Society becomes a member of the international Society in addition to a state organization and/or a chapter.
2. An individual becomes a member of the Society when she pays her dues.
3. A member may submit a recommendation for membership to any chapter, in accordance with *ISR 3.01*.
4. Chapters within DKG Alberta State Organization shall have full power to act in matters of chapter membership in accordance with the *Constitution Article III*.
5. Membership records are kept at the chapter level

Section B. Classification

The membership of DKG Alberta State Organization shall be composed of the following, in accordance with *Constitution, Article III*.

1. An active member shall be a woman who is or has been employed as a professional educator at the time of her election. An active member shall participate in the activities of the Society.
2. Reserve membership shall be granted only to a member who is unable to participate fully in the activities of the chapter because of physical disability and/or geographic location.
3. An honorary member shall be a woman not eligible for active membership who has rendered notable service to education or to women, and is elected to honorary membership in recognition of such service.
4. Collegiate members shall be undergraduate or graduate students who meet the following criteria:
 - a. Undergraduate student collegiate members shall
 - (1) be enrolled in an institution offering an education degree and have

the intent to continue academically and professionally in the field of education; and

- (2) be enrolled within the last two years of their undergraduate education degree.

b. Graduate student collegiate members shall have graduate standing in an institution offering an education degree and have the intent to continue academically and professionally in the field of education.

When a collegiate member starts her career as a paid educator, she will pay active member dues and become an active member. If a collegiate member does not pursue a career as an educator, her membership will expire upon graduation or withdrawal from the education degree program.

Section C. Election

1. A candidate for active membership shall be selected by the method established by the chapter.
2. DKG Alberta State Organization honorary members shall be recommended by members and/or chapters to the state organization Membership Committee and elected by the executive board. A four-fifths (4/5) vote of approval is required.
3. State Organization honorary members may be inducted at any meeting, such as a convention, conference or a workshop. The state organization president and the chair of the state organization Membership Committee shall organize the orientation and the induction.

Section D. Transfer

A member in good standing may transfer from one chapter to another upon notification to Society Headquarters in accordance with *Constitution, Article III, Section D*.

Section E. Termination of Membership

1. Membership in the Society is terminated for non-payment of dues and fees, resignation or death in accordance with *Constitution, Article III, Section E*.
2. A complete record of all memberships in DKG Alberta State Organization which have been terminated shall be maintained by the chapter treasurers. The record shall include the reason and date of termination.

Section F. Reinstatement

A former member shall be reinstated to membership by the chapter receiving the request in accordance with the *Constitution, Article III, Section F*.

Article IV. Finance

Section A. Annual Dues

Each active, collegiate and reserve member shall pay annual dues.

1. International dues shall be an amount recommended by the Executive Board and approved by the international convention.
2. DKG Alberta State Organization annual dues shall be determined by a two-thirds (2/3) vote of the members at a state organization convention.
3. Chapter dues shall be an amount determined in accordance with the rules set by the chapter.
4. Collegiate member dues: **to be determined and included – both chapter and state organization.**

Section B. Fees

1. Induction Fee
An active member shall pay an induction fee at the time of induction.
2. Scholarship Fee
Each active and reserve member shall pay a scholarship fee annually.
3. Honourary Fee

DKG Alberta State Organization shall pay a lifetime fee for each honorary member at the time of induction, in accordance with *Constitution, Article IV, Section B, Fees*.

Section C. Payment of Dues and Fees

Annual dues and scholarship fees shall be paid in accordance with the *Constitution, Article IV Finance, Section C*.

1. The membership year is July 1 to June 30. A member shall pay annual dues and fees no later than May 31 for the following year.
2. For membership or reinstatement commencing between July 1 and December 31, the member shall pay induction fee (new member only), dues and scholarship fee for the current year. For membership commencing on or after January 1, the member shall pay one-half the international membership dues. Chapter and state organization dues may be pro-rated as the chapter/state organization determines.
3. Immediately thereafter, the state organization and international portions of the dues and fees shall be sent to the state organization treasurer.
4. The international portion of the dues and fees shall be sent between July 1 and September 30.
5. A member who fails to complete payment of international dues shall be dropped as of October 1.

(This Bylaw will take effect in 2019 – in accordance with *Constitution, Article IV, Section C. Payments of Dues and Fees*)

Section D. Financial Assessments

1. Financial assessments may be levied only by the chapter, in accordance with *Constitution, Article IV, Section D.*
2. Chapter members may vote to pay an amount in addition to dues and fees for the support of a chapter or state organization project, *ISR 4.31.*

Section E. Other Income

The Society shall receive and utilize income from sources other than dues and fees – including but not limited to gifts, bequests and royalties – in accordance with policies in the *International Standing Rules* or as determined by the Administrative Board, in accordance with *Constitution, Article IV, Section E.*

Section F. Funds

1. The Available Fund – *state organization and chapter*
The DKG Alberta State Organization and chapters shall maintain an Available Fund. This fund shall be an operating fund which shall require a budget.
2. The Scholarship Fund – *state organization and chapter*
 - a. The DKG Alberta State Organization shall maintain a Scholarship Fund for the benefit of members. A chapter may maintain a scholarship fund.
This fund shall be administered in accordance with the *Constitution, Article IV, Section F,* as it pertains to state organization only.
 - b. The scholarship fee paid by a member shall be divided as follows:
 - (1) one hundred percent (100%) to the state organization fund if the chapter does not maintain a chapter scholarship fund or twenty percent (20%) to the state organization fund if the chapter does maintain a chapter scholarship fund.
 - (2) eighty percent (80%) retained by the chapter having a chapter scholarship fund.
 - c. Rules regarding state organization scholarships shall be approved by the state organization executive board.
3. The Permanent Fund – *state organization*
 - a. DKG Alberta State Organization shall maintain a permanent fund. This fund shall be administered in accordance with the *Constitution, Article IV, Section F.3d.*
 - b. Each state organization which does not have a headquarters building should maintain an available fund reserve which is not less than one year's operating expenses.
 - (1) State organizations without a headquarters building are not required to maintain a permanent fund, but are required to maintain Available Fund Reserve. These state organizations without a headquarters building shall set aside up to twenty-percent (20%) of their state organization dues until the total of the Available Fund Reserve equals one year's operating expenses at which time the state

organization executive board may reduce or discontinue further allocations.

(2) The Available Fund Reserve may be used at the discretion of the state organization executive board.

Section G. Financial Accounting

1. Fiscal Year

The fiscal year of the Society shall be July 1 to June 30 inclusive.

2. Budget

a. The Finance Committee shall prepare the Available Fund budget annually. The budget shall enumerate sources of dues and non-dues revenue and include expenditure categories.

b. The budget shall be reviewed and adopted by the executive board.

3. Expenses

The state organization president shall approve all expenses prior to payment and the state organization treasurer shall co-sign all cheques.

4. Audit or Review

a. The financial records shall be audited annually.

b. The audit report or financial review shall be reviewed and adopted by the executive board.

Article V. Organization

Section A. Levels of Organization

The business of the Society shall be conducted by the organization on three (3) levels – chapter, state organization and international, in accordance with the *Constitution, Article V, Section A.*

1. The state organization supports chapters by monitoring chapter progress, providing leadership training for chapter leaders, sharing/demonstrating strategies for strengthening chapters, and implementing an intervention plan when chapters show signs of stagnation or cease to thrive.
2. The Constitution/Rules Committee shall be responsible for submitting DKG Alberta State Organization Bylaws and Bylaw revisions to the International Constitution Committee chair.

Section B. Chapter Level

1. Chapters shall be organized in accordance with *DKG Alberta State Organization Bylaws*. Each chapter shall conduct its business in a manner consistent with the *Constitution, International Standing Rules, DKG Alberta State Organization Bylaws* and *DKG Alberta State Organization Standing Rules*.
2. Charter members shall be those who become members of the chapter at

- the time of installation of the chapter.
3. The chapter president shall represent the chapter as a voting member of the state organization executive board.
 4. The state organization executive board shall approve the organizing of a new chapter.
 5. Recommendations of candidates for membership in a new chapter shall be screened and selected by the state organization Expansion Committee or by the Membership Committee of the sponsoring chapter.
 6. The induction of new members and the installation of a new chapter shall be the responsibility of the state organization Expansion Committee or the Membership Committee of the sponsoring chapter.

Article VI Officers

Section A. Officers

1. State Organization Officers
 - a. The state organization officers, all of whom must be members of the Society shall be a president, a first vice-president, a second vice-president and a recording/corresponding secretary (all elected); a treasurer (with vote), selected by the executive board, and a parliamentarian (ex-officio member, without vote), appointed by the president.
 - b. The state organization executive committee shall be composed of elected officials and acts for the executive board between board meetings.
 - c. Nominations for state officers and the nominations committee shall be made by the state organization Nominations Committee.
2. Chapter officers, all of whom must be members of the Society shall be a president, a first vice-president, a second vice-president and a recording/corresponding secretary (all elected); a treasurer (with vote), selected by the executive board, and a parliamentarian (ex-officio member, without vote), appointed by the president.

Section B. Related Personnel

1. State Organization - as directed by the *Constitution*, Article VI. Section B. State organization personnel, all of whom must be members of the Society, shall be defined in the state organization bylaws or standing rules. It is desired that the appointed parliamentarian be a member.
2. Chapter personnel, all of whom must be members of the Society, including a parliamentarian (ex-officio member, without vote), appointed by the president.

Section C. Duties

These officers shall perform the duties as prescribed in the *Constitution*, Article VI, Section C.

Section D. Election and Term of Office

1. State Organization
 - a. The state organization officers, except the treasurer, shall be elected by the members of the state organization in odd-numbered years.
 - b. Election shall be in accordance with state organization bylaws – outlined below (1.e. – 1.i)
 - c. The term of each elected officer shall be two (2) years or until a successor is named. No officer except the treasurer may serve in the same office longer than two (2) terms in succession. Officers shall take office on July 1 following their election.
 - d. The treasurer shall be selected by the executive board.
 - e. The Nominations Committee shall submit the name of at least one nominee for each elective office in odd-numbered years. Consent of the nominee must be obtained.
 - f. The slate of officers and the Nominations Committee, with candidate qualifications, shall be published in the Winter issue of DKG Alberta News.
 - g. After the report of the Nominations Committee has been made to the convention, additional nominations may be made from the floor, with the consent of the nominee. If further nominations are made from the floor, then all nominees for the position in question shall be prepared to present their qualifications to the convention.
 - h. Election shall be by ballot, and a majority of votes elects. If there is but one nominee for an office, the election may be by show of hands.
 - i. The Nominations Committee shall prepare the ballot and conduct the election.
2. Chapter
 - a. The chapter officers, except the treasurer, shall be elected in even-numbered years.
 - b. The terms of each elected officer shall be two (2) years or until a successor is named. It is suggested no officer except the treasurer may serve in the same office longer than two (2) terms in succession. Officers shall take office on July 1 following their election.
 - c. The treasurer shall be selected by the executive board each biennium.

Section E. Vacancies – State Organization and Chapter

In the event that a member holding an elective or appointed position at the state organization or chapter level is unable to perform her duties, the position shall be declared vacant by the respective officers, and a successor named by the state organization or chapter president, in accordance with Constitution, Article VI. Section E.2.

Article VII. Boards

Section A. State Organization Executive Board

1. The members of the DKG Alberta State Organization executive board shall be the elected officers, the immediate past state organization president, the chapter presidents, and the state organization committee chairs, and the treasurer as voting members. Members of the state organization executive board without vote shall be the state organization founders, past state organization presidents and parliamentarian.
2. The duties of the executive board shall be and consistent with *Constitution, Article VII, Section B*:
 - a. To recommend policies and procedures for consideration by the state organization convention or the chapters.
 - b. To examine, modify if necessary, and adopt the state organization budget.
 - c. To select the treasurer and approve the appointment of such other personnel as may be needed; to prescribe their duties and to determine their terms of office.
 - d. To determine the time and place of state organization meetings.
 - e. To act in the interim between conventions upon matters requiring immediate decision.
 - f. The DKG Alberta State Organization executive board receives each chapter's yearbook electronically.
3. Meetings of the executive board shall be held at least twice a year. Special meetings may be called by the president.
 - a. A quorum shall be a majority of voting members of the executive board. Each voting member shall be entitled to one vote. A majority of the elected officers of the executive board must be present for business to be conducted, unless an authorized mail or electronic vote has been approved.
 - b. Chapter presidents who are unable to attend the state organization executive board meeting may appoint an official representative who shall have full privileges of participation.
4. Executive Committee – The state organization executive committee shall be composed of elected officers and acts for the executive boards between executive board meetings.
5. A vote by electronic means or by mail shall be authorized by the president when necessary.

Section B. Chapter Executive Board

Chapter Executive Boards shall be organized and function in accordance with *Constitution, Article VII, Section C*.

Article VIII. Committees

Section A. Committee Structure

1. State Organization and Chapter

a. Standing Committees

(1) Society Business

Communications and Marketing (Newsletter, Website)

Constitution – Bylaws/Rules

Expansion

Finance

Leadership Development – North and South

Membership

Nominations

(2) Society Mission and Purposes

Educational Excellence – Arts & Humanities Liaison, Canadian

Project, DKG Educational Foundation (DKGEF) Liaison, Early

Career Educators, Music Chair, Schools for Africa, UN Liaison

Scholarship – Doreen E. Cohen Provincial Scholarship

World Fellowship – North and South

(3) Other

Awards – see *DKG Alberta State Organization Bylaws, Article VIII*

History – Historian/Archivist

Special Funds

b. Elected committees

(1) The Nominations committee shall be elected.

(2) The composition of each elected committee shall be specified in the committee description. A member shall serve no more than two (2) consecutive terms on the same elected committee.

c. Appointed committees

(1) The following committees shall be appointed by the president:

Communications and Marketing

Constitution – Bylaws/Rules

Expansion

Finance

Leadership Development – North and South

Membership

Educational Excellence

Scholarship

World Fellowship – North and South

Awards – see *DKG Alberta State Organization Bylaws, Article VIII*

History - Historian/Archivist

Special Funds

The president shall be an ex-officio member of all committees except the Nominations Committee.

- (2) Special committees (e.g., ad hoc) may be appointed by the president with written authorization of the executive board. Members will be appointed on the basis of expertise, so chapter representation will not be a requirement.
- d. State organization and chapter committee responsibilities in accordance with *Constitution, Article VIII*
 - (1) State organizations and chapters shall be responsible, at their respective levels, for any state organization and/or chapter duties represented by the international committee descriptions – *Constitution, Article VIII, Sections B and C*.
 - (2) State organizations and chapters may fulfill their constitutional responsibilities by establishing committees as needed.
 - (3) Reports requested from state organizations and chapters shall be submitted in the format specified by Society Headquarters.
 - (4) All members being notified, matters requiring immediate committee action may be voted upon by mail (postal or electronic) that provides a valid receipt of each responding committee member's vote. A majority vote of committee members shall be required for action.

Section B. Society Business

1. Communications and Marketing Committee – appointed
State organizations and/or chapters are responsible to international for the work of this committee.
 - a. The committee shall promote and stimulate effective communication between and among members at all levels of the Society.
 - b. The committee shall promote effective internal and external marketing.
 - c. The committee shall encourage members to write and submit articles for DKG publications.
 - d. The International Communications and Marketing Committee shall provide training for state organization editors and webmasters, in accordance with *Constitution, Article VIII, Section B*.
2. Constitution - Bylaws/Rules Committee -
appointed
 - a. The committee shall consist of four members: a chair appointed by the president, two members selected by the chair, and the parliamentarian, who shall serve as a consultant.
 - b. The committee shall receive all proposals for amending the *DKG Alberta State Organization Bylaws* and the *DKG Alberta State Organization Standing Rules* and present approved proposals to the DKG Alberta State Organization convention or at a legally constituted business meeting of the state organization membership for approval.
 - c. Notification of proposed changes to the *DKG Alberta State Organization Bylaws* and the *DKG Alberta State Organization Standing Rules* shall be published no later than the March issue of the *DKG Alberta News*.

After each state organization convention, the committee shall ascertain that the *DKG Alberta State Organization Bylaws* and the *DKG Alberta State Organization Standing Rules* are in accordance with the *Constitution, International Standing Rules* and *The DKG Society International Bylaws Checklist for State Organizations*.

- d. Review the *DKG Alberta State Organization Bylaws* and *DKG Alberta State Organization Standing Rules* at the end of each biennium to make sure they are consistent with the *Constitution, International Standing Rules* and *The DKG Society International Bylaws Checklist for State Organizations*.
 - e. Receive and review *Chapter Rules* for all the chapters in DKG Alberta State Organization at the end of each biennium.
 - f. The committee, in concert with the state organization president, shall submit a copy to the International Constitution Committee chair each time the *DKG Alberta State Organization Bylaws* are revised.
3. Expansion Committee – appointed
The committee, in consultation with the state organization president, shall be responsible for expansion.
 4. Finance Committee – appointed
State organizations and/or chapters are responsible to international for the work of this committee.
 - a. The committee shall be composed of the president (ex officio), finance chair and her committee, and the treasurer.
 - b. The committee shall prepare the Available Fund budget for adoption by the executive board and provide for an annual audit.
 5. Leadership Development Committee – appointed
The committee shall be responsible for the leadership development of the DKG Alberta State Organization.
 6. Membership Committee – appointed
State organizations and/or chapters are responsible to international for the work of this committee.
 - a. The committee shall study and make recommendations related to membership issues and challenges.
 - b. Necrology and membership reports shall be the responsibilities of the committee.
 - c. The committee shall receive and evaluate the recommendations of persons proposed for honorary membership and submit the names of qualified candidates to the state organization executive board for approval.
 7. Nominations Committee – elected
 - a. The Nominations Committee is comprised of the past president (chair) and three (3) members, one from each of the three (3) other chapters.
 - b. Duties
 - 1) The Nominations Committee shall solicit nominees by print and electronic means for the positions to be filled at the subsequent state organization convention.

- 2) The Nominations Committee shall present in election years the report of nominees for publication no later than the Winter issue of the DKG Alberta News. The report shall contain the name of at least one (1) nominee for each of the following:
 - president
 - first vice-president
 - second vice-president
 - recording/corresponding secretary
 - Nominations Committee (three members)
- 3) The Nominations Committee shall present its report of nominees for elective positions of the state organization executive board to the state organization convention. Nominations may be made from the floor.
- 4) The committee shall follow the eligibility, qualifications, and guidelines for selecting nominees.

Section C. Society Mission and Purposes

1. Educational Excellence Committee – appointed
State organizations and/or chapters are responsible to international for the work of this committee.
 - a. The committee shall be composed of seven (7) members: a chair, a member from each chapter and members including the Arts & Humanities Jury Liaison, Canadian Project, DKG Educational Foundation (DKGEF) Liaison, Early Career Educators, Music Chair, Schools for Africa, UN Liaison.
 - b. The committee shall support excellence in education through programs of action that encourage leadership, personal and professional development, global involvement, educational law and policy, and projects.
 - c. The committee shall encourage a focus on the arts at state organization conventions.
 - d. The committee shall promote participation in programs that promote professional growth of women educators.
 - e. The committee shall urge state organizations to initiate, endorse, and support desirable legislation or other suitable endeavours in the interest of education and of women educators.
 - f. The International Educational Excellence Committee shall provide training for state organization educational excellence chairs.
2. Scholarship Committee – appointed
State organizations and/or chapters are responsible to international for the work of this committee.
 - a. The committee shall select the recipient/s of the Doreen E. Cohen Provincial Scholarship.
 - b. The committee shall recommend rules to govern the Doreen E. Cohen Provincial Scholarship.

3. World Fellowship Committee – appointed
State organizations and/or chapters are responsible to international for the work of this committee.
 - a. The committee shall recommend non-member women educators who are not citizens or permanent residents of Canada or the United States to receive World Fellowships.
 - b. The committee shall encourage members and chapters to financially support the work of this committee.

Section D. Other Committees

1. Awards Committee – see *DKG Alberta State Organization Bylaws, Article VIII*
2. History Committee – Historian/Archivist – appointed
 - a. The Historian/Archivist shall be appointed (with vote), by the state organization executive board.
 - b. The Historian/Archivist shall have the responsibility of maintaining an historical record, and maintain an inventory of all records, possessions and artifacts, retroactive to cover all past documents and maintain the Achievement Award record containing a photo and a brief biography of the recipient.
3. Special Funds may be created by a recommendation approved by the state organization executive board and adopted by members at a state organization convention.

Article IX. Meetings

Section A. Chapter Meetings

1. Regular Meetings – in accordance with *Constitution, Article IX, Section A*
 - a. Regular business meetings of chapters shall be held four (4) times per year.
 - b. All members being notified, chapter meetings may be face-to-face, through electronic communications, or through a combination of the two, as long as members present may simultaneously hear one another and participate during the meeting.
 - c. The quorum for chapter business shall be determined by the chapter.
 - d. All members being notified, matters requiring immediate chapter action may be voted upon by mail (postal or electronic) that provides a valid receipt of each responding chapter member's vote. A majority vote of chapter members shall be required for action.
 - e. Ratification of all voting by mail (postal or electronic) must be made at the next face-to-face meeting of the chapter.
 - f. There shall be no proxy voting.

2. Meetings of the Executive Board
 - a. Meetings of the executive board shall be held twice annually. The board may meet at other times at the call of the president.
 - b. A quorum shall be a majority of the voting members of the board.
 - c. The chapter executive may meet through electronic communication as long as all the members may simultaneously hear one another and participate during the meeting.

Section B. State Organization Meetings

1. State Organization Executive Board
 - a. Meetings of the executive board shall be held at least annually.
 - b. Chapter presidents who are unable to attend their state organization executive board meeting may appoint an official designee who shall have full privileges of participation.
 - c. A quorum shall be a majority of voting members of the board. Each voting member shall be entitled to one (1) vote. There shall be no proxy voting.
 - d. The executive board may transact business by mail (postal or electronic).
2. State Organization Conventions
 - a. Each state organization shall hold at least one (1) state organization convention each biennium in odd-numbered years and is optional in even-numbered years. The date and site shall be determined by the state organization executive board.
 - b. A quorum shall be a majority of the members who have registered at the convention.
 - c. Any member attending a state convention may make motions, enter discussions, and vote.

Section C. International Meetings

1. Meetings of the International Executive Board
 - a. A state organization president who is unable to attend the international Executive Board meeting may appoint an official designee who shall have full privileges of participation, in accordance with *Constitution, Article IX, Section C.*

Article X. International Conventions and Conferences

Section A. International Conventions and Conferences

1. On-Site Sales
 - a. A state organization desiring to sell items at conventions and conferences shall follow the international guidelines for sale of items.
 - b. Each vendor/exhibitor approved to sell items at conventions and conferences shall pay a fee determined by the Administrative Board.

Section B. International Conventions

1. The international convention of the Society shall be held biennially in even-numbered years, the year and the host state organization to be determined by the Executive Board.
2. A quorum shall be a majority of the members who have registered at the convention.

Section C. International Conferences

1. Training
 - a. State Organization Presidents
The International Leadership Development Committee shall collaborate with appropriate professional staff to present DKG-focused leadership training and information for incoming state organization presidents.
 - b. State Organization Educational Excellence Chairs
Training will be provided for state organization educational excellence chairs.
 - c. State Organization Membership Chairs
Training will be provided for incoming state organization membership chairs.
 - d. State Organization Treasurers
The International Finance Committee shall collaborate with appropriate professional staff to present training and information for state organization treasurers.
 - e. Additional training for sessions for state organization presidents, treasurers, and committee chairs may be delivered at other times and in other ways.
2. International Conference Sessions
 - a. International conferences shall be held biennially in odd-numbered years.

Article XI. Headquarters

The Headquarters of The Delta Kappa Gamma Society International shall be located at 416 W. Twelfth Street, Austin, Texas 78701.

Article XII. Publications

Section A. Publications

1. International Publications
 - a. The Delta Kappa Gamma Society International shall publish a news periodical, a juried international professional journal and a collegial magazine.
 - b. The Delta Kappa Gamma Society International will maintain a presence

- on the World Wide Web and use other forms of electronic communication.
2. State organizations and chapters may use a variety of communications.
 - a. *DKG Alberta News* shall be published at least three times each year and sent to all members and others at the discretion of the editor and the state organization president.
 3. The president at each level shall approve publications.
 - a. The DKG Alberta State Organization publications of special monographs and brochures shall be approved by the president and the plans submitted to the executive board for financial approval.

Article XIII. Awards

DKG Alberta State Organization Awards

1. Awards Committee - appointed
The Awards Committee shall be chaired by the past state organization president and composed of at least two (2) other members of the current executive appointed by the current president. The three (3) members of the committee must represent three (3) different chapters.
2. The Awards Committee shall
 - a. Present a DKG Alberta State Organization Achievement Award at the state organization convention in odd-numbered years to a DKG Alberta State Organization member who has given outstanding service to The Delta Kappa Gamma Society International and DKG Alberta State Organization.
 - b. Inform the historian/archivist to maintain the Achievement Award record containing a photo and a brief biography of the recipient.

Article XIV. Affiliates

Affiliates – in accordance with *Constitution, Article XIV*

1. An *affiliate* is defined as an organizational partnership with The Delta Kappa Gamma Society International providing opportunities for members and the Society to further the organization's Mission and Purposes through worthwhile activities.
2. The Society seeks to establish positive alliances with organizations that share a common philosophy as reflected in the Mission and Purposes.

Article XV. Parliamentary Authority

Robert's Rules of Order Newly Revised (current edition) shall govern the proceedings of DKG Alberta State Organization and its chapters in instances in which the authority is not inconsistent with the *Constitution* or other adopted Society rules, and *DKG Alberta State Organization Bylaws, DKG Alberta State*

Article XVI. Amendments

Section A. Amendments to the Constitution

Proposals for amending the *Constitution* may be considered every two (2) years, in accordance with *Constitution, Article XVI.*

Section B. Amendments to the Bylaws

1. These Bylaws may be amended at the biennial convention by a two-thirds (2/3) vote, provided notice to the members of the proposed amendments shall have been published in the *DKG Alberta News*, at least thirty (30) days before convening the convention.
2. Any member, committee, board, or chapter may submit proposed amendments to the Bylaws or Standing Rules to DKG Alberta State Organization Constitution/Rules Committee.
3. All proposed amendments for the Bylaws shall have been approved by two-thirds (2/3) vote of the Executive Board before being submitted to the convention.
4. The amendments will take effect as soon as they are passed.
5. Any changes to the Bylaws and Standing Rules of DKG Alberta necessitated by amendments to the *DKG Constitution* and/or *International Standing Rules* shall be made by the Constitution – Bylaws/Rules Committee.

Section C. Amendments to the Standing Rules

Standing Rules may be amended or rescinded at any convention by a majority vote, a quorum being present.

Article XVIII. Conflict of Interest*

*Check Society website for complete Conflict of Interest document

Article XIX. Dissolution

Section A. State Organization Dissolution

In the event of a dissolution of DKG Alberta State Organization, the assets of the corporation shall be distributed as per *Constitution, Article XIX.*

DKG Alberta State Organization shall follow dissolution in accordance with the incorporation statutes of the Province of Alberta by which the state organization was chartered.

Section B. Chapter Dissolution

In the event of possible chapter dissolution, DKG Alberta State Organization shall complete the following as per *Constitution, Article XIX*.

1. Before a chapter is dissolved, the approval of the state organization executive board must be obtained.
2. Careful consideration shall be given to the manner in which those desiring to maintain membership transfer to other chapters. International procedures must be followed.
3. Any remaining funds in the chapter account shall be sent to the state organization treasurer and deposited in the Available Fund.
4. Chapter paraphernalia, Society publications, and chapter records shall be retained in the state organization archives and made available for use.
5. The charter must be returned to the state organization to be forwarded to the Society Headquarters.
6. The state organization executive board shall decide whether the Greek/chapter name shall be reused.