

**2021 BYLAWS  
of the North Carolina State Organization  
of The Delta Kappa Gamma Society International**

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1                   **THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL**  
2                   **NORTH CAROLINA STATE ORGANIZATION**  
3                   *Voices of Influence Empowering North Carolina Women Educators*  
4                   **NC DKG BYLAWS 2021**

5  
6   **ARTICLE I            NAME**  
7

8   **Section 1.**

9   The name of this state organization shall be **The North Carolina State Organization of The Delta**  
10 **Kappa Gamma Society International** (formerly known as Eta State), abbreviated as **NC DKG**.

11  
12 **Section 2.**

13 Each chapter in NC DKG shall be designated by a Greek letter or a combination of Greek letters.  
14  
15

16 **ARTICLE II            OBJECTIVES**  
17

18 The objectives of NC DKG shall be to

- 19     1. promote the Mission, Vision, and Purposes of The Delta Kappa Gamma Society  
20        International as found in the *Constitution*, Article II;
- 21     2. act as liaison between chapters and the international organization;
- 22     3. organize Delta Kappa Gamma chapters within the state;
- 23     4. provide leadership training for state and chapter leaders; and
- 24     5. seek to make the Society more visible and more influential in educational endeavors.  
25

26  
27 **ARTICLE III           MEMBERSHIP**  
28

29 **Section 1.**

30 Classification: The membership of NC DKG shall be composed of active, reserve, collegiate, and  
31 honorary members of chapters within the state. Membership practices shall be in accordance with the  
32 *Constitution*, Article III.  
33

- 34 A. An active member shall be a woman who is or has been employed as a professional educator at the  
35 time of her election. An active member shall participate in the activities of the Society.
- 36 B. Reserve members shall be formerly active members who are unable to participate in the activities of  
37 the chapter because of physical disability and/or geographical location. Reserve status shall be granted  
38 by a majority vote of the chapter. A reserve member, so requesting, may be restored to active  
39 membership.
- 40 C. Collegiate members shall be undergraduate or graduate students who meet the following criteria:
  - 41     1) Undergraduate student collegiate members shall be enrolled within the last two years of their  
42        undergraduate degree in an Institution offering an education degree and have the intent to  
43        continue academically and professionally in the field of education.
  - 44     2) Graduate student collegiate members shall have graduate standing in an Institution offering an  
45        education degree and have the intent to continue academically and professionally in the field of  
46        education.

- 47 3) When a collegiate member starts her career as a paid educator, she will pay active member dues  
48 and become an active member. If a collegiate member does not pursue a career as an educator, her  
49 membership will expire upon graduation or withdrawal from the education degree program.
- 50 D. Honorary members shall be women, not eligible for active membership, who have rendered notable  
51 service to education or to women and are elected to honorary membership in recognition of such  
52 service. They shall be privileged to participate in all activities except that of holding office. A lifetime  
53 fee of \$49.50 shall be paid for each honorary member at the time of induction. This fee shall be paid  
54 by the inducting unit of the Society.  
55

## 56 **Section 2.**

- 57 A. Chapters in the state shall have authority to act in matters of chapter membership in accordance with  
58 the *Constitution*. All membership records shall be kept at the chapter level.
- 59 B. An individual becomes a member of the Society when she pays her dues.
- 60 C. A candidate for active membership shall be selected by the method established by the chapter's rules.  
61

## 62 **Section 3. State honorary members**

- 63 A. State honorary members shall be nominated by chapters and/or members, recommended by the  
64 Membership Committee, and elected by a majority vote of the Executive Board.
- 65 B. Induction of state honorary members shall be conducted at the state convention unless circumstances  
66 dictate that the president and chairman of the Membership Committee make other arrangements.
- 67 C. The state president and the chairman of the Membership Committee shall organize the orientation  
68 session and the induction.
- 69 D. The chairman of the Membership Committee shall assign each state honorary member to a chapter in  
70 the area in which she resides or works.  
71

## 72 **Section 4. Termination of membership**

- 73 A. Membership in the society is terminated for non-payment of dues and fees, resignation, or death. The  
74 chapter treasurer shall report to the state treasurer the record of all memberships terminated, including  
75 the reasons and dates of termination.
- 76 B. The chapter shall file all letters of resignation.  
77

## 78 **Section 5. Reinstatement**

- 79 A. A former member shall be reinstated to membership by the chapter receiving the request.
- 80 B. The chapter treasurer shall report to the state treasurer when a former member has been reinstated.  
81

82

## 83 **ARTICLE IV FINANCES**

84

### 85 **Section 1. Annual dues**

- 86 A. Annual dues shall be paid by active, reserve, and collegiate members in accordance with membership  
87 requirements of the Society.
- 88 B. Any changes in the amount of state dues shall require a two-thirds (2/3) vote of members at the annual  
89 convention in an odd-numbered year.

90 C. Payment of dues and fees shall be in accordance with the *Constitution*. (Article IV. Section C and *NC*  
91 *DKG Standing Rules 4*)  
92

93 **Section 2. Financial controls**

94 A. Budget

- 95 1) The Finance Committee shall prepare in odd-numbered years the Available Fund biennial budget.  
96 The budget shall be presented to the Executive Board for adoption at its meeting prior to the state  
97 convention.  
98 2) This budget shall be subject to review and amendment, if necessary, by the Finance Committee  
99 and the Executive Board at any business meeting of the Executive Board.

100 B. Expense vouchers

- 101 1) The president shall approve all expense vouchers before they are sent to the treasurer for  
102 payment.  
103 2) The president's expense vouchers shall be approved by the chairman of the Finance Committee.

104 C. Annual Financial Review/Audit

- 105 1) The financial records shall be reviewed annually by an external CPA. An audit shall be performed  
106 when a new treasurer is appointed.  
107 2) The Finance Committee shall present each financial review/audit to the Executive Board for  
108 information and adoption.  
109

110 **Section 3. Gifts**

111 Gifts to NC DKG, except gifts to Headquarters, are subject to the approval of the NC DKG Executive  
112 Committee and the Finance Committee. If the Executive Committee and the Finance Committee  
113 determine that conditions/restrictions make the gift unacceptable, they may enter into  
114 discussion/negotiation with the donor to effect modifications that would make the gift acceptable.  
115

116  
117 **ARTICLE V ORGANIZATION**  
118

119 **Section 1. Chapters**

- 120 A. Each chapter shall have chapter rules which are consistent with the Constitution and the NCDKG  
121 Bylaws and Standing Rules and shall include a number specified as a quorum for all business  
122 meetings. (Constitution, Article V, Section B,3)  
123 B. The chapter officers, except the treasurer, shall be elected in even-numbered years by a majority vote.  
124 1) The term of each elected officer shall be two years. No officer, except the treasurer, shall serve in  
125 the same office longer than two terms in succession. All chapter officers shall take office on July  
126 1 following election.  
127 2) The chapter treasurer shall be selected by the Executive Board each biennium.  
128 C. The chapter president shall represent the chapter as a voting member of the state Executive Board.  
129

130 **Section 2. New Chapters**

- 131 A. The state Membership/Expansion Committee, in cooperation with the local chapter, shall determine  
132 the need for new chapters and, after approval by the Executive Board, shall make arrangements for  
133 the organization of additional chapters resulting from the division of existing chapters or the  
134 sponsoring of a new chapter by the state organization.  
135 B. Each sponsored chapter so organized shall have no fewer than twelve members, at least three of

- 136 whom shall have been Delta Kappa Gamma members for a minimum of three years.  
137 C. Recommendations of candidates for membership in a sponsored chapter shall be screened by the state  
138 Membership/Expansion Committee and shall be subject to the approval of the state president.  
139

140 **Section 3. Regions**

- 141 A. Regions are for the purpose of rendering service to the membership and informing members of state  
142 policies and programs of work.  
143 B. The state Executive Board shall define the boundaries of regions and the chapters in each.  
144 C. Each region shall have a director who acts as a liaison between the state organization and the chapters.  
145 She may plan and conduct a regional activity. She shall visit each chapter in her region at least once  
146 during her term of office. She shall collaborate with the state president when working with under-  
147 involved chapters.  
148 D. The regional director shall be a non-voting member of the Executive Board.  
149

150 **Section 4. Coordinating Council Organization**

- 151 A. Coordinating councils may be organized in counties and/or cities where several chapters exist.  
152 B. Coordinating councils shall adopt rules that are consistent with the *Constitution and International*  
153 *Standing Rules*.  
154 C. Each participating chapter shall be represented by the chapter president and at least one additional  
155 chapter member.  
156 D. Participating chapters shall approve the activities of their coordinating council.  
157 E. Activities of a coordinating council shall be financed by the chapters choosing to organize themselves  
158 as a coordinating council.  
159

160 **Section 5. U.S. Forum**

- 161 A. NC DKG recognizes the U.S. Forum as a means of serving the interest of members, insofar as it  
162 reflects the purposes of the Society. (*Constitution*, Article V, Section D, 6, b)  
163 B. The NC DKG president shall appoint a State U.S. Forum Liaison to receive and distribute information  
164 concerning the U.S. Forum and to organize forum activities at the state convention.  
165 C. Each chapter president shall appoint a chapter liaison as a contact for distributing information.  
166

167

168 **ARTICLE VI OFFICERS and RELATED PERSONNEL**

169

170 **Section 1. Officers and Related Personnel**

- 171 A. The elected state officers shall be president, first vice president, second vice president, and secretary;  
172 the selected officers shall be the treasurer and the executive secretary.  
173 B. The treasurer, the executive secretary, the editor, and the webmaster shall be selected by the  
174 Executive Board upon the recommendation of the Personnel Committee.  
175 C. The parliamentarian shall be appointed by the president and is not an officer.  
176 D. Regional directors shall be appointed by the president upon recommendation of the chapters of the  
177 region and current regional director. (*See NC DKG's Standing Rules 5, Organization D, 5.*)  
178

179  
180

181 **Section 2. Duties of Officers**

182 In addition to the duties listed below, the officers will be responsible for such other duties applicable to  
183 the office as prescribed by the *Constitution*, these *Bylaws*, and the current edition of *Robert's Rules of*  
184 *Order Newly Revised*.

185 A. The president shall

- 186 1) plan and conduct a workshop for incoming state officers and committee members after July 1 of  
187 odd-numbered years;
- 188 2) plan for and preside at the annual NC DKG Convention;
- 189 3) plan workshops for incoming chapter presidents, treasurers, program/educational excellence  
190 committee chairmen, and membership committee chairmen, prior to June 30 of even-numbered  
191 years;
- 192 4) in consultation with the second vice president/coordinator of regional directors, plan and  
193 implement leadership/orientation training for regional directors prior to June 30 in even-numbered  
194 years;
- 195 5) with the Leadership Committee, plan the Leadership Development Seminar held in odd-numbered  
196 years;
- 197 6) visit chapters upon invitation by chapters or coordinating councils;
- 198 7) contact an under-involved chapter and, if needed, form a team to assist the chapter;
- 199 8) respond to chapters inviting assistance and form a team to assist the chapter;
- 200 9) provide for a review of the minutes of business meetings to ensure accuracy; and
- 201 10) approve all materials before they are posted to the state website.

202 B. The first vice president shall preside at the Birthday Celebration during the state convention.

203 C. The second vice president shall serve as coordinator of activities of the regional directors.

204 D. The secretary shall

- 205 1) take minutes at state business meetings;
- 206 2) submit a draft of the minutes to the state president and parliamentarian as soon as possible, but no  
207 later than 14 days after the meeting;
- 208 3) edit the minutes and submit them again to the president prior to submitting them to the minutes  
209 review/approval committee;
- 210 4) submit the minutes to the review committee;
- 211 5) return approved minutes to the president; if corrections are needed the process is repeated;
- 212 6) do the final formatting, specify that electronic signatures are acceptable, and obtain necessary  
213 signatures (including the president's) for the approved minutes;
- 214 7) sign (adjacent to the president's signature) the final version; initial, insert date of approval, and  
215 keep a copy for the secretary's file;
- 216 8) send approved and signed minutes to the executive secretary for placement in the permanent file  
217 at headquarters and for distribution electronically or in print prior to the next business meeting;
- 218 9) strive to complete steps 3-8 as soon as possible, but no later than 45 days after the business  
219 meeting.

220 E. The treasurer shall submit for annual financial review/audit the accounts of the organization. She shall  
221 maintain a record of receipts, bills, and bank statements. She shall maintain an accurate and current  
222 membership roster.  
223

224 **Section 3. Terms of Office**

225 A. Officers, elected by the members attending the state convention in odd-numbered years, shall have a

- 226 term of two (2) years, or until a successor has been named.
- 227 B. The terms of the executive secretary, the treasurer, the editor and the webmaster shall be six (6) years,  
228 or until a successor is named.
- 229 C. All officers and related personnel shall take office on July 1 following their election or selection.
- 230 D. When a new treasurer, executive secretary, editor, or webmaster is to be named, she shall be  
231 recommended by the Personnel Committee and selected by the Executive Board.  
232

#### 233 **Section 4. Vacancies**

- 234 A. When a vacancy occurs in the office of president, the first vice president shall become president.
- 235 B. When a vacancy occurs in the office of first vice president, the second vice president shall become  
236 first vice president.
- 237 C. When a vacancy occurs in the office of second vice president or secretary, the president shall name a  
238 successor.
- 239 D. When a vacancy occurs in the position of treasurer, executive secretary, editor, or webmaster, the  
240 president in consultation with the Personnel Committee may name a person to serve until the  
241 Executive Board selects a successor.
- 242 E. In the event that a member holding an elected or selected position is unable to perform her duties, the  
243 position shall be declared vacant by the Executive Committee and a successor named by the president.  
244

#### 245 **Section 5. Nominations and Elections**

- 246 A. Nominations Committee
- 247 1) Nominations for state officers shall be made by the Nominations Committee. The committee  
248 consists of five members, appointed by the president for terms of four years.
- 249 2) Terms of the members shall overlap, with three members appointed in one biennium and two in  
250 the alternate biennium.
- 251 3) The state president shall appoint one of the members to serve as chairman.
- 252 4) Geographical representation shall be considered in appointing members of the committee.
- 253 B. Election of officers
- 254 1) The Nominations Committee shall, in election years, present its report of nominees to the state  
255 president, the executive secretary, and the editor by the deadline for the spring issue of the state  
256 newsletter.
- 257 2) The nominees, with candidate qualifications, shall be published in the spring issue of the state  
258 newsletter.
- 259 3) The committee shall present to the members in convention in odd-numbered years the name of at  
260 least one nominee for each elective office. Consent of the nominee must be obtained.
- 261 4) After the report of the committee has been made to the convention, additional nominations may  
262 be made from the floor with the consent of the nominees.
- 263 5) Election shall be by ballot to maintain the privacy of the vote. A majority of the votes cast elects.  
264 If there is but one nominee for an office, the election may be by voice vote.
- 265 6) The Nominations Committee shall prepare the ballot.
- 266 C. The Nominations Committee shall actively seek members for *official recommendation for nomination*  
267 for selection to international committees. The committee may present to the Executive Board for  
268 *endorsement* the names of candidates nominated for international office by chapters or individuals.  
269

270

271 **ARTICLE VII MEETINGS**

272

273 **Section 1. Convention**

274 A. Business of the state shall be conducted annually at a convention held at the date and place as  
275 determined by the Executive Board for the purpose of receiving reports, amending bylaws and rules,  
276 electing officers, and conducting other business which may properly come before it.

277 B. Any member attending a state organization meeting may make motions, enter discussions, and vote,  
278 except in cases where a roll-call vote is taken:

279 1) A roll-call vote shall be taken when sustained by a majority vote of those present or when  
280 requested by five (5) chapter presidents.

281 2) The chapter president or her official representative shall cast the vote for the chapter, one (1) vote  
282 for the chapter and one (1) vote for each five (5) active and reserve members or major fraction  
283 thereof within the chapter. The vote may be divided.

284 C. The quorum shall be a majority of those members who have registered at the convention.

285

286 **Section 2. Other Meetings**

287 A. A regional activity may be coordinated by the regional director and chapter presidents during their  
288 biennium.

289 B. A workshop for incoming state officers and committee members shall be planned by the president and  
290 held after July 1 of odd-numbered years.

291 C. The president shall plan and implement an orientation/workshop for new chapter presidents,  
292 treasurers, educational excellence committee chairmen, and membership committee chairmen prior to  
293 June 30 of even-numbered years.

294 D. The president, in consultation with the second vice president/regional director coordinator, shall plan  
295 and implement a leadership/orientation for regional directors prior to June 30 in even-numbered years.

296 E. A Leadership Development Seminar shall be planned by the president and the Leadership  
297 Development Committee for odd-numbered years.

298 F. A transition meeting, called by the current state president, shall be held for outgoing and incoming  
299 state officers and related personnel prior to the beginning of a new biennium.

300

301 **Section 3. Electronic Meetings**

302 Business of the state organization and all of the bodies governed by its bylaws may be transacted  
303 electronically as long as all members are able to hear each other simultaneously and can actively  
304 participate in the meeting.

305

306 **Section 4. Regular Chapter Meetings**

307 A. Regular meetings of chapters shall be held at least four (4) times per year.

308 B. All members being notified, chapter meetings may be face-to-face, through electronic  
309 communications, or through a combination of the two, as long as members present may  
310 simultaneously hear one another and participate during the meeting.

311 C. A quorum for chapter business shall be determined by the chapter.

312 D. All members being notified, matters requiring immediate chapter action may be voted upon by mail  
313 (postal or electronic) that provides a valid receipt of each responding chapter member's vote. A  
314 majority vote of chapter members shall be required for action.

315 E. Ratification of all voting by mail (postal or electronic) must be made at the next face-to-face meeting  
316 of the chapter.



317 F. There shall be no proxy voting.

318

319

320 **ARTICLE VIII EXECUTIVE BOARDS and EXECUTIVE COMMITTEE**

321

322 **Section 1. State Executive Board**

323 A. The members of the Executive Board shall be the elected officers, the immediate past state president,  
324 and the chapter presidents. Other past state presidents shall serve ex officio. The executive secretary,  
325 the treasurer, the editor, the regional directors, the parliamentarian, the webmaster, the chairmen of  
326 state committees, and the NC DKG Educational Foundation Board chair shall be ex officio members  
327 without vote.

328 B. The duties of the Executive Board shall be to

329 1) recommend policies and procedures for consideration by the state convention or chapters;

330 2) establish the procedure for budget development and approval;

331 3) examine, modify if necessary, and adopt the state budget;

332 4) supervise state organization finances;

333 5) select the executive secretary, the treasurer, the editor, the webmaster, and such other personnel as  
334 may be needed, prescribe their duties, and fix their stipends;

335 6) determine the date and place of state meetings;

336 7) act in the interim between board meetings upon matters requiring immediate attention;

337 8) elect by majority vote state honorary members;

338 9) approve the creation of new chapters and/or dissolution of chapters;

339 10) define the boundaries of regions and the chapters in each;

340 11) authorize ad hoc committees;

341 12) examine, modify, if necessary and approve the budget for the Headquarters which is administered  
342 by the Headquarters Committee; and

343 13) approve the state strategic plan.

344 C. Meetings of the Executive Board shall be held at least twice each year. Special meetings may be  
345 called by the president with a thirty (30) day notice.

346 1) The presence of a majority of the voting members, excluding ex officio members, shall constitute  
347 a quorum at meetings.

348 2) A chapter president who is unable to attend the state Executive Board meeting may appoint an  
349 official representative who shall have full privileges of participation.

350 3) Chapter presidents shall notify the state president of substitute representatives.

351 D. A vote by postal or electronic mail is authorized when necessary.

352

353 **Section 2. Executive Committee**

354 A. The members of the Executive Committee shall be the elected officers. (*Constitution*, Article VII,  
355 Section B, 3.)

356 B. The committee shall meet at the call of the president to conduct business delegated to it by the  
357 Executive Board, to take action on matters requiring immediate decision, and to serve in a consulting  
358 capacity to the president.

359 C. The committee and the Finance Committee will evaluate the acceptance of any proposed gift and  
360 present a recommendation to the Executive Board for final action.

361 D. The state president may secure a vote of the Executive Committee by postal or electronic mail when  
362 necessary.

- 363 E. Executive Committee member(s) shall  
364 1) be a point of contact for members to express observations and requests for action concerning NC  
365 DKG operating procedures; and  
366 2) acknowledge input from member(s) and ensure follow-up.  
367

368 **Section 3. Chapter Executive Board**

369 Chapter executive boards shall function in accordance with the *Constitution*, Article VII, Section C.  
370

371  
372 **ARTICLE IX COMMITTEES**  
373

374 **Section 1. Standing Committees**

375 A. Society Mission and Purposes

- 376 Awards  
377 Beginning Teacher Support  
378 Educational Excellence  
379 Educational Law and Policy  
380 Leadership Development  
381 Membership/Expansion  
382 Scholarship

383 B. Society Business

- 384 Communications and Marketing  
385 Finance  
386 Headquarters  
387 Nominations  
388 Personnel  
389 Planning  
390 Rules  
391

392 **Section 2. General Procedures**

393 A. State Organization and Chapters

- 394 1) The state organization and chapters may fulfill their constitutional responsibilities by choosing to  
395 have a committee structure similar to the international committee structure or may choose to  
396 accomplish its tasks in another manner.  
397 2) Committees at the state organization and chapter level shall be appointed by the president.  
398 3) The president shall serve as member ex officio on all committees except the Nominations  
399 Committee.  
400 4) Committee business requiring immediate attention may be voted upon by mail (postal or email)  
401 when all members of the committee have been notified.  
402 5) A committee meeting may be face-to-face or through electronic communication.  
403 6) A committee may meet through electronic communication as long as all the members may  
404 simultaneously hear one another and participate during the meeting.  
405 7) The committee chairman shall request the approval of the president prior to scheduling a  
406 committee meeting.  
407 8) The president shall authorize the mode, i.e., face to face, or electronic, of each committee  
408 meeting.

- 409 9) The committee chairman has the responsibility of submitting committee reports.  
410 10) The state organization and chapters are responsible, at their respective levels, for state  
411 organization responsibilities and/or chapter responsibilities related to the work of certain  
412 international committees.  
413 11) Committees for which state organizations and chapters have work responsibilities are marked  
414 with an asterisk in *Constitution*, Article VIII, Sections B and C: Communication and Marketing;  
415 Finance; Membership; Educational Excellence; Scholarship; and World Fellowship.  
416 12) Reports requested from state organizations and chapters shall be submitted in the format specified  
417 by Society Headquarters.
- 418 B. State Organization
- 419 1) The president may assign a recognized member affiliate, representative, or liaison as a consultant  
420 to or as an appointed member of a specific committee for a particular purpose. These include, but  
421 are not limited to, the United States Forum representative, and the North Carolina state  
422 organization liaison to the United Nations DKG Representatives.  
423 2) The treasurer shall serve as member ex officio, without vote, on the Finance Committee.  
424 3) The executive secretary shall serve as consultant to the Finance Committee.  
425 4) The state organization webmaster and editor shall serve as members ex officio, with vote, on the  
426 Communications and Marketing Committee.  
427 5) Annual reports shall be submitted in the format and by the deadline specified by the state  
428 executive committee.  
429

### 430 **Section 3. Duties of Committees**

431 Committees for which state organizations and chapters have constitutional responsibilities are  
432 Communication and Marketing, Finance, Membership, Educational Excellence, Scholarship, and World  
433 Fellowship. [*Constitution*, Article VIII, Sections B and C] Committee responsibilities are described  
434 below.  
435

#### 436 A. Society Mission and Purposes (7 committees)

- 437 1) Awards Committee – The committee shall not exceed five (5) members.  
438 The committee shall design and implement a selection process for awards. The committee  
439 shall select the recipients of the Founders Award, the Order of the Dogwood, the Golden  
440 Key Award, the Rising Star Award, and additional awards as established. The committee  
441 may study and recommend the establishment of additional awards for deserving women,  
442 members or non-members. (Award Selection Criteria Appendix VII)
- 443 2) Beginning Teacher Support Committee – The committee shall not exceed five (5) members.  
444 The committee shall support beginning teachers by impacting education locally. The  
445 committee’s local impact can be accomplished by
- 446 a) identifying and implementing strategies to sustain and retain
  - 447 quality teachers;
  - 448 b) supporting quality education for all children; and
  - 449 c) seeking alliances with entities external to the Society that share
  - 450 common interest in the status of women and children and
  - 451 excellence in education.
- 452 3) Educational Excellence Committee (EEC) – The committee’s seven (7) appointed members  
453 include the EEC chairman, a music or fine arts representative, a World Fellowship  
454 representative, and the chairmen of four committees: Beginning Teacher Support; Education

455 Law and Policy; Leadership Development; and Membership/Expansion. The Planning  
456 Committee chair shall serve as a consultant to the EEC.

457 The committee's decisions shall be guided by the Society Mission and Purposes and the state  
458 organization mission and vision. The committee shall

- 459 a) identify and promote activities which sustain and support early-career educators,
- 460 b) promote state organization and Society activities that increase the personal and  
461 professional pride of members,
- 462 c) emphasize member development,
- 463 d) recognize the value of fine arts in education and during Society events,
- 464 e) encourage involvement of members in legislative action, and
- 465 f) emphasize global perspectives and educational excellence worldwide.

466 4) Educational Law and Policy Committee – The committee shall

- 467 a) study and recommend action on professional issues;
- 468 b) urge the state organization and chapters to initiate, endorse, and support desirable  
469 legislation and other suitable endeavors in the interest of education and women  
470 educators;
- 471 c) educate members in strategies to impact educational policy; and
- 472 d) promote activities that garner support for education at the local and state levels.  
473

474 The Society has specific guidelines for state organizations and chapters to follow when  
475 initiating, endorsing, and supporting legislation:

- 476 • The state organization and the chapters may cooperate with other organizations  
477 when their legislative activities promote the Purposes of the Society.
- 478 • An individual may only represent the state organization on legislative issues after  
479 receiving authorization from the state organization president.
- 480 • Legislative action shall be based on a thorough understanding of the basic issues  
481 involved in supporting excellence in education, equality for women, and a safe,  
482 peaceful educational environment.
- 483 • Legislative activity shall be concerned with educational issues, not with candidates  
484 nor political parties.
- 485 • Neither the state organization nor a chapter shall endorse a political candidate.
- 486 • Neither the state organization nor a chapter shall financially support a political  
487 candidate's campaign.
- 488 • Expenditures for legislative activities by the state organization or chapter shall be no  
489 more than a nominal portion of its income.

490 5) Leadership Development Committee – This committee shall have five (5) appointed members.  
491 The committee shall have staggered four-year terms of service with two members appointed  
492 during one biennium and the other three appointed in the next biennium. The president shall  
493 designate a chairman.

494 The committee shall

- 495 a) evaluate the leadership development needs of members, the state organization, and the  
496 chapters,
- 497 b) prioritize, plan, schedule, promote, and implement activities to provide leadership  
498 development opportunities for members,
- 499 c) encourage members to realize their potential as the leaders they are,

- 500 d) promote the leadership development opportunities available to members at Society  
501 conferences and conventions, and the events of organizations external to the Society,  
502 including but are not limited to, speeches, presentations, workshops, training sessions,  
503 and women's conferences,  
504 e) assist the president with the Leadership Development Seminar in odd-numbered years  
505 and the workshop for chapter leaders in even-numbered years.
- 506 6) Membership/Expansion Committee – The committee shall not exceed six (6) members, one of  
507 whom is designated as an expansion representative.  
508 The committee shall
- 509 a) encourage the recruitment and involvement of women educators capable of impacting  
510 education,  
511 b) develop and implement strategies to sustain membership by engaging the hearts and  
512 minds of members, and  
513 c) expand the numbers of chapters within the state organization.
- 514 7) Scholarship Committee – The committee shall have five (5) appointed members. At least  
515 one member shall have been a state organization scholarship recipient. Four members shall  
516 serve a two-year (2) term with one member continuing for a second two-year term. The  
517 president shall designate a chairman. A member of the Scholarship Committee who wants to  
518 apply for a scholarship must resign from the committee before she files her scholarship  
519 application.  
520 The committee shall
- 521 a) design and implement the scholarship application process,  
522 b) consult with the NC DKG Educational Foundation Board regarding the number of  
523 scholarships available,  
524 c) select recipients and present scholarships.
- 525 B. Society Business (7 committees)
- 526 1) Communications and Marketing Committee – The committee shall not exceed six (6)  
527 appointed members; the state news editor, *NC Data* editor, and webmaster shall serve as  
528 members ex officio, with vote.  
529 The committee shall
- 530 a) be a conduit for information exchange between and among members at all levels of  
531 the Society including, but not limited to, *NC Data*;  
532 b) encourage communication with groups external to the Society;  
533 c) suggest to the state organization and chapter leadership ways to market and promote  
534 the Society; and  
535 d) monitor the state organization website for accuracy and regularity of updates.  
536 Technology groups may be appointed by the state organization president to inform and assist  
537 the state organization leadership and members with the use of technology for Society  
538 business.
- 539 2) Finance Committee – The committee shall not exceed four (4) members, who serve terms of  
540 four (4) years. The president in consultation with the Executive Committee appoints two  
541 members each biennium. The president shall designate one member as chairman.  
542 In addition to the committee responsibilities described in Article IV, Finances, the  
543 committee has other responsibilities.  
544 a) The committee shall consult with the treasurer in selecting a CPA to perform an

- 545 annual financial review. The committee shall select an auditor when a new treasurer  
546 is appointed.
- 547 b) The committee and the treasurer shall review the CPA's/auditor's report and the  
548 treasurer's financial report prior to presenting financial information to the Executive  
549 Board.
- 550 c) The Finance Committee and the Executive Committee shall evaluate the acceptance  
551 of proposed gifts, except gifts to Headquarters. The chairman of the Finance  
552 Committee shall make a recommendation regarding the acceptance of a gift to the  
553 Executive Board.
- 554 d) The committee shall
- 555 1) set the convention registration fee in cooperation with the president and  
556 the convention chairman; and
- 557 2) perform other duties assigned by the Executive Board.
- 558 3) Headquarters Committee – The committee shall have no more than six (6) appointed members,  
559 one of whom shall be a local contact person. Two new members shall be named each biennium  
560 for a six-year term. The state president, treasurer, and executive secretary shall serve ex officio,  
561 without vote. The president shall designate a chairman.  
562 This committee shall
- 563 a) serve as a supervisory body for the operation and maintenance of the headquarters  
564 building and grounds/property.
- 565 b) prepare and present an annual budget to the Executive Board for approval.  
566 No major action shall be taken without the consent of the Executive Board and the knowledge and  
567 consent of the membership.
- 568 4) Nominations Committee - The committee consists of 5 members appointed by the president  
569 for staggered terms of 4 years. In addition to the responsibilities listed in the *Bylaws*, Article  
570 VI, Officers, Section 5, the committee shall actively seek members for official  
571 recommendation for nomination to international office and for recommendation for selection  
572 to international committees and present those to the Executive Board for action. The  
573 committee may present to the Executive Board for endorsement the names of candidates  
574 nominated for international office by chapters or individuals.
- 575 5) Personnel Committee – The committee shall not exceed five (5) members. At least one member  
576 of the committee shall be a past state president. The committee shall
- 577 a) study matters related to personnel and make recommendations concerning personnel  
578 policies to the Executive Board;
- 579 b) maintain an up-to-date record of paid personnel's duties and present those duties to the  
580 Executive Board when personnel or duties change;
- 581 c) maintain an up-to-date record of the responsibilities of each standing committee and the  
582 committee chairman; and
- 583 d) screen applicants and recommend candidates for the positions of executive secretary,  
584 treasurer, editor, and webmaster to the Executive Board when a vacancy occurs in any of  
585 these positions.
- 586 6) Planning Committee – This committee shall not exceed five (5) appointed members. The state  
587 president and executive secretary shall serve as members ex officio, without vote. The appointed  
588 members shall serve staggered four-year (4) terms, with two members appointed in one biennium  
589 and three members appointed the next biennium. Two committee members with recent chapter

590 president experience should be on the committee at all times. The Educational Excellence  
591 Committee chairman shall act as a consultant to the Planning Committee. The president shall  
592 designate a chairman.

593 The committee shall

- 594 a) focus attention on areas necessary to sustain a state organization, support change, and  
595 promote growth;
- 596 b) review and update, as an on-going task, the state organization's strategic plan;
- 597 c) monitor the implementation of the actions approved by the Executive Board and/or  
598 convention body;
- 599 d) compile an annual report of progress for the Executive Board;
- 600 e) make proposals for future action by the state organization; and
- 601 f) recommend an action plan to the Executive Board for adoption.

602 Officers and committee chairmen with designated responsibility for the actions on the approved action  
603 plan shall report progress to the Planning Committee.

604 The state president and/or the executive secretary shall be present at each Planning Committee meeting.  
605

606 7) Rules Committee – The committee shall not exceed four (4) appointed members. The parliamentarian  
607 shall serve as member ex officio, without vote.

608 The committee shall

- 609 a) review governing documents each biennium for concordance, accuracy, and clarity;
- 610 b) make proposed amendments for change, if needed;
- 611 c) receive all proposed amendments to state organization *Bylaws* and *Standing Rules*;
- 612 d) format in print the proposed amendments for publication and distribution, so that  
613 members would receive notice at least six weeks prior to the first day of convention;
- 614 e) present the proposed amendments to the Executive Board for information and  
615 recommendation and to the convention assembly for adoption;
- 616 f) after a convention, ascertain that the *Bylaws* and *Standing Rules* are in concordance with  
617 approved actions; and
- 618 g) with the assistance of the regional directors, review chapter rules as a four-year cycle  
619 beginning in 2004 for consistency with the state organization and international governing  
620 documents.
- 621 h) make NC DKG Bylaws available to the international Constitution Committee for review  
622 each time the document is amended or revised.

623 After each convention, the Rules Committee shall prepare digital copies of the *Bylaws* and/or *Standing*  
624 *Rules* to be posted on the website. The committee shall also prepare hard copies for the executive  
625 secretary for placement in the permanent file. Both digital and hard copies shall be placed in the Rules  
626 Committee files located at NC DKG Headquarters.

627

#### 628 **Section 4. Special Committees**

629 The president may appoint a special committee, if the committee is authorized by the Executive Board.  
630 Such committees shall be dissolved after submitting a final report.

631

632

633

634

635 **ARTICLE X                    ACTIVITIES**

636

637 **Section 1. Scholarships**

- 638 A. State scholarships shall be awarded to members who apply and are selected by the Scholarship  
639 Committee. The number of scholarships shall depend upon the availability of funds as determined by  
640 the NC DKG Educational Foundation Board.
- 641 B. Rules governing the administration of the scholarships program shall be presented by the Scholarship  
642 Committee to the Executive Board for its recommendation for consideration by the state convention.  
643 The Scholarship Committee should review criteria governing the selection process of the scholarships  
644 program each biennium and submit any proposed changes to the Executive Board for approval.

645

646 **Section 2. Publications**

- 647 A. The NC DKG News shall be published four times a year and sent to each member in the state.
- 648 B. A password-protected NC DKG Leadership Directory shall be published annually on the NC DKG  
649 website.
- 650 C. The NC DKG website shall serve as a resource for members and others who seek information about  
651 the organization. Materials must be approved by the state president before being posted on the  
652 website.
- 653 D. The publication of special monographs and/or brochures shall be approved by the president and the  
654 Executive Committee in consultation with the Finance Committee.
- 655 E. *NC Data*, a monthly electronic bulletin, shall be made available to members.

656

657 **Section 3. Awards Granted to Members and Non-Members**

658 The recipient of Grant-in-aid\* Awards and other state awards shall be selected by the Awards Committee,  
659 according to the guidelines recommended by the Executive Board and adopted by the state convention.  
660 (*NC DKG Standing Rules* 10 Activities, C; see Appendix VII for criteria)

661

662 \*The term grant-in-aid represents the general category of awards granted by the state organization and  
663 chapters that are supported by funds other than the scholarship fee.

664

665

666 **ARTICLE XI                    STATE FUNDS**

667

668 **Section 1. Available Fund**

669 The state shall maintain an Available Fund. It shall be an operating fund and shall require a budget.  
670 (*Constitution*, Article IV, Finance, Section F, Funds, 1.)

671

672 **Section 2. Permanent Fund**

673 Maintenance of this fund is required by the *Constitution*, Article IV, Section F, Funds, 3. The principal of  
674 the permanent fund shall be used for the purchase of articles and equipment of a permanent nature.

675

676 Expenditures from the state permanent fund shall be authorized by the state Executive Board.

677

678 **Section 3. Reserve Fund**

679 NC DKG shall maintain a Reserve Fund for the purpose of saving an amount to be used for the operation  
680 of the organization should financial hardship dictate. Any excess from the year's budget shall accrue to or



681 any deficit shall be deducted from this Reserve Fund. Expenditures from this fund shall be proposed by  
682 the Finance Committee and approved by the Executive Board.  
683

684 **Section 4. Non-Dues Revenue Fund**

685 The Non-Dues Revenue Fund is derived from any undesignated and/or unbudgeted income. Expenditures  
686 from this fund shall be proposed by the Finance Committee and approved by the Executive Board.  
687

688 **Section 5. Scholarship Fund**

689 The Scholarship Fund provides for the awarding of state scholarships according to Society guidelines.  
690 (NC DKG *Standing Rules* 11. State Funds, E). The fund shall be managed under terms of a Memo of  
691 Understanding with the North Carolina Delta Kappa Gamma Educational Foundation (NCDKGEF).  
692

693 **Section 6. Founders Award Fund**

- 694 A. The Founders Award Fund provides an award to honor a woman who has made outstanding  
695 contributions beyond the local and regional level. (NC DKG *Standing Rules*, 11. State Funds, F.)  
696 B. Investment of the fund shall be supervised by the Finance Committee.  
697

698 **Section 7. Headquarters Fund**

699 This fund consists of contributions to the state designated for headquarters and is used for operation and  
700 maintenance of the headquarters building and grounds/property.  
701

702 **Section 8. Pauline Moser Longest Leadership Development Fund**

- 703 A. The fund provides resources for personal and professional development experiences to equip key  
704 women educators for leadership in The Delta Kappa Gamma Society International and in the field of  
705 education.  
706 B. The fund shall be managed under terms of a Memo of Understanding with the North Carolina Delta  
707 Kappa Gamma Educational Foundation (NCDKGEF).  
708 C. The fund shall be a supplement to and shall extend leadership opportunities beyond those that are  
709 funded by the NC DKG budget.  
710 D. The fund shall accumulate, through contributions and interest, a balance of \$50,000 before  
711 disbursements are considered. Disbursements can be made only from the net appreciated assets, i.e.,  
712 earnings from the Fund.  
713 E. Disbursements for a fiscal year shall not exceed 80% of the appreciated assets as of June 30 of the  
714 preceding year.  
715 F. The NC DKG Educational Foundation Board shall determine the amount of funds available for use.  
716  
717

718 **ARTICLE XII DISSOLUTION**

719  
720 **Section 1. State Dissolution**

721 Upon recommendation of the Executive Board of NC DKG by a two-thirds (2/3) vote, followed by a two-  
722 thirds (2/3) vote of the NC DKG Convention assembled in regular session, the dissolution of the North  
723 Carolina State Organization of The Delta Kappa Gamma Society International shall be carried out in the  
724 following order in accordance with the laws of incorporation in North Carolina:

- 725 A. Audit of treasurer's records by an independent accounting firm  
726 B. Payment of all liabilities and obligations  
727 C. Disposition of residual assets as determined by the Executive Board of NC DKG.

728 **Section 2. Chapter Dissolution**

- 729 A. Before a chapter is dissolved, the approval of the state Executive Board must be obtained.  
730 B. Careful consideration shall be given to the manner in which those desiring to  
731 maintain membership transfer to other chapters. International procedures must  
732 be followed.  
733 C. Any remaining funds in the chapter account shall be sent to the state  
734 organization treasurer and deposited in the Available Fund.  
735 D. The chapter's paraphernalia, the Society publications, and the chapter records  
736 shall be retained in the state archives and made available for use.  
737 E. The chapter charter must be returned to the state to be forwarded to the  
738 International Headquarters.  
739 F. The state Executive Board shall decide whether the chapter Greek name shall  
740 be reused.  
741

742 **Section 3. Chapter Merger or Consolidation**

- 743 A. In the case of a *merger* of two chapters, one of the two chapters continues while the other loses its  
744 independent identity and ceases to exist since it is absorbed into the former.  
745 B. In the case of a *consolidation* of two or more chapters, each chapter involved discontinues its  
746 independent existence. A new entity is formed that includes memberships of the consolidating  
747 organizations, continues their work, and assumes their assets and liabilities.  
748 C. In either a merger or a consolidation of two or more chapters, the resulting chapter entity shall keep  
749 the chapter assets of the chapters involved in the merger or consolidation.  
750 D. In either a merger or consolidation of chapters, the resulting entity may be given a new name by the  
751 state organization.  
752

753  
754 **ARTICLE XIII PARLIAMENTARY AUTHORITY**

755  
756 *Robert's Rules of Order Newly Revised* (current edition) shall govern the proceedings of NC DKG and its  
757 chapters in all cases not provided for in the *Constitution, International Standing Rules, NC DKG Bylaws,*  
758 *and NC DKG Standing Rules.*  
759

760  
761 **ARTICLE XIV AMENDMENTS**

762  
763 **Section 1. Automatic Update**

764 The Rules Committee is authorized to make any changes necessary to bring *NC DKG Bylaws and*  
765 *Standing Rules* into compliance with amendments to the *International Constitution and Standing Rules.*  
766 The Rules Committee will notify the membership of amendments subsequent to the convention in the fall  
767 edition of the state newsletter and on the state website.  
768

769 **Section 2. Amendments to the NC DKG Bylaws**

- 770 A. Proposals for amending the *Bylaws* shall be considered in odd-numbered years.  
771 B. Proposals for amending  
772 1) may be submitted to the Rules Committee by any member, committee, board, or chapter;  
773 2) shall be distributed to all members electronically to determine which amendments may be

- 774 presented in a consent agenda;
- 775 3) shall be placed in a consent agenda determined by member input and distributed electronically to
- 776 all members for a vote before convention;
- 777 4) not addressed in the consent agenda, shall be presented at convention with opportunity for
- 778 discussion and/or amending before a vote.
- 779 C. Notification of proposed amendments. Proposed amendments to the *Bylaws* shall be prepared in
- 780 printed form and distributed so that members receive notice at least six (6) weeks prior to the first day
- 781 of convention.
- 782 D. Approval by two-thirds (2/3) of the votes cast, a quorum being present, shall be required for the
- 783 adoption of an amendment to the *NC DKG Bylaws*.
- 784 E. The adopted amendments take effect immediately upon adoption.
- 785 F. Incorporating the adopted amendments into the *NC DKG Bylaws* shall be the responsibility of the
- 786 Rules Committee.
- 787

### 788 **Section 3. Amendments to NC DKG Standing Rules**

- 789 A. Proposals for amending the *NC DKG Standing Rules* shall be considered at each annual convention.
- 790 B. Proposals may be submitted by any member, committee, board or chapter.
- 791 C. Proposed amendments to the *NC DKG Standing Rules* shall be prepared in printed form and
- 792 distributed so that members receive notice at least six (6) weeks prior to the first day of convention.
- 793 D. Vote for adoption
- 794 1) A standing rule may be amended or rescinded by a majority vote, a quorum being present, if the
- 795 notice has been prepared in printed form and distributed so that members receive notice at least
- 796 (6) weeks prior to the first day of convention.
- 797 2) An amendment that has not been published will require a two-thirds (2/3) vote, a quorum being
- 798 present, to be adopted or rescinded.
- 799 3) The adopted amendment will take effect immediately upon adoption.
- 800 4) Incorporating the adopted amendment into the *NC DKG Standing Rules* shall be the responsibility
- 801 of the Rules Committee.
- 802
- 803

## 804 **ARTICLE XV THE NORTH CAROLINA DELTA KAPPA GAMMA**

### 805 **EDUCATIONAL FOUNDATION ENABLING ACT**

806

#### 807 **Section A.**

808 The Delta Kappa Gamma Society International (NC DKG), consent is given to the establishment and

809 operation of an educational foundation for charitable educational purposes under the North Carolina Non-

810 profit Corporation Act. The Foundation, named “The North Carolina Delta Kappa Gamma Educational

811 Foundation,” will operate under the Internal Revenue Code as a 501 (c) (3) non-profit organization and

812 shall abide by current federal and state rules or those which shall hereafter be in effect.

813

#### 814 **Section B.**

815 The Board of directors governing the Foundation shall be elected in accordance with procedures specified

816 in the Foundation Bylaws. Such officers of NC DKG as are designated in the

817 Foundation Bylaws are authorized to serve on the Board of Directors of the Foundation.

818

819 **Section C.**

820 Members of NC DKG shall be members of the Foundation. There shall be no fees for membership.

821

822 **Section D.**

823 A Memorandum of Understanding between NC DKG and the Foundation shall be maintained to deal with  
824 relational issues, such as agreements allowing the Foundation office to be located at NC DKG  
825 Headquarters or allowing the Foundation to hold meetings at NC DKG events.

826

827 **Section E.**

828 This enabling act shall not be subject to revision or amendment. The act shall become void  
829 only upon the dissolution or liquidation of the Foundation, as provided for in the *Articles of*  
830 *Incorporation* and the *Foundation Bylaws*.

831

832

833

834 **NC DKG Bylaws Amended April 24, 2021, NC DKG Convention**