

Tau Beta Sigma National Alumni Association

Iota Zeta Alumni Association Chapter Constitution



Iota Zeta Alumni Association

2022 Edition



Preamble Statement

The purposes of the Iota Zeta Alumni Association shall be as follows:

1. To serve as a unifying platform of Sisterhood and Service for chapter Alumni and Honorary sisters in good standing with the undergraduate chapter of Iota Zeta, the National Organization and Tau Beta Sigma National Alumni Association
2. To operate as a catalyst for post graduate professional development, networking, mentorship and bonding, and social and service based activities
3. To operate as a support service entity by assisting the undergraduate chapter of Iota Zeta in aiding in the logistical and financial needs of the Savannah State University band program, and its overall success and longevity

1. ARTICLE – ORGANIZATION AND STRUCTURE

- 1.1. The name of this organization shall be the “Iota Zeta Alumni Association (IZAA),” hereinafter designated as a Local Alumni Association of Tau Beta Sigma Alumni Association.
- 1.2. The Iota Zeta Alumni Association exists under the banner of the Tau Beta Sigma Sorority and is subject to the National Constitutions and Risk Management Policies of the Sorority and Tau Beta Sigma Alumni Association.
- 1.3. The IZAA shall fully adhere to the policies and procedures as outlined by the National Organization.
- 1.4. The IZAA neither approves of nor is responsible for actions of members or local alumni associations, commonly referred to as “hazing,” which may result in injury to persons or damage to property. Hazing is defined as any action taken or situation created, intentionally or through negligence, to produce mental or physical discomfort, embarrassment, harassment, or ridicule.
- 1.5. The IZAA expressly prohibits discrimination by any component part of the Association or by any person acting on behalf of the Association on the basis of race, ethnicity, color, national origin, sex, ability status, religion, age, marital status, veteran status, gender identity or expression, or sexual orientation. Rather it is the policy of the Association to foster a spirit of mutual understanding and respect among all people, remembering that music is the universal language.

2. ARTICLE II – MEMBERSHIP

- 2.1. Association membership is open to all Tau Beta Sigma Alumni in good standing of the Sorority and TBSAA who support the mission of the organization.
- 2.2. The Executive Council shall determine types of membership subscription levels for Association membership, including benefits and required dues. The

membership types and fees shall be reviewed each year by the members at the Annual IZAA Planning Retreat (weekend of June 1st every year).

- 2.3. The membership year will run from June 1 through May 31.
- 2.4. All members of the IZAA must be members in good standing with the Tau Beta Sigma Alumni Association.

3. ARTICLE III – OFFICERS

- 3.1. The governing body of the IZAA shall be the Executive Council. The Executive Council will be comprised of eight elected members. This Executive Council may exercise extraordinary powers in order to change the Association's internal structure and Constitution in compliance with federal statutes. The Executive Council shall be in absolute power between regularly called meetings.
- 3.2. Members of the Executive Council shall serve a one-year term. Terms will start immediately after the annual elections, which will be held at the annual planning retreat. The members of the Executive Council will be elected by the Association membership. The President shall call for résumés and other requested candidate documents no later than thirty (60) days prior to the start of the elections.
- 3.3. Each Executive Council member must meet the following qualifications:
 - Be at least 25 years of age
 - Be an Association member in good standing
 - Hold an undergraduate college degree
 - Demonstrate outstanding business, leadership and communication skills.
 - Have a demonstrated history of the following: maintaining emotional poise; possession of the highest moral standards; and dedication to Sisterhood and Service; overall embodiment of the 8 essential 5 qualities of Tau Beta Sigma National Honorary Sorority, Inc.
- 3.4. The eight elected members of the Executive Council shall consist of the following: President, Vice President of Membership, Vice President of Special Projects, Treasurer, Corresponding Secretary, Recording Secretary, Parliamentarian, and Historian. The committee chairpersons shall be voted on by Association members at the annual planning retreat.
- 3.5. The President shall be designated as the Executive Officer of the Association. The President will be a non-voting member of all committees, and shall sign all membership documents, contracts, and other instruments of business of the Association. The President shall appoint all standing and special committees. The President shall not vote except in the case of a tie, except as noted in 3.9.
- 3.6. Any retiring Executive Council members are eligible for reelection, as long as they are in good standing with the IZAA and the National Organization. The Vice President of Membership will fulfill the duties of the President in case of her/his absence.
- 3.7. If a vacancy occurs in the position of the President, the Vice President of Membership shall act as the President until an emergency election meeting can be scheduled (emergency elections must take place within two weeks of initial vacancy of Presidency). A new President shall be elected from the members of the Executive Council.

- 3.8. In the case of a vacancy on the Executive Council, the remaining members of the Executive Council are authorized to appoint a qualified Association member within sixty (60) days to fill the unfinished term, though they are not required to do so. The person shall meet the requirements as stated in Section 3.3.
 - 3.9. A member of the Executive Council may be removed from office by a majority vote of the general membership of the IZAA. Grounds for removal must be justified and presented to the Parliamentarian for further review prior to a vote for removal.
4. ARTICLE IV – MEETINGS
 - 4.1. The current version of Robert’s Rules of Order, Newly Revised, unless otherwise specifically stated in this Constitution, shall govern the deliberations of all component parts of the Association assembled in meeting.
 - 4.2. Proposed amendments to this Constitution shall be presented in writing at, or prior to, regularly called meetings of the Association, and shall be referred at once to the President of the Executive Council. The President shall compile these materials, which be voted on at the meeting. If two-thirds (2/3) of the votes cast are favorable, the proposed amendment shall be declared adopted, and after such adoption, it shall become operative and effective immediately, unless otherwise stated in the amendment.
 - 4.3. Under extraordinary circumstances between regularly called meetings, upon recommendation of the President and approved unanimously by the Executive Council, a proposed amendment to the Constitution may be submitted in writing to the Members of the Association for ratification. If two-thirds (2/3) favorable vote of all Members in good standing is received, the proposed amendment shall be declared adopted, and after such adoption it shall become operative and effective immediately, unless otherwise stated in the amendment.
 - 4.4. This Constitution, as revised and amended, shall be reprinted following each regularly called National Convention and shall supersede all previous Constitutions.
 - 4.5. The IZAA shall start its operational year on June 1st to coincide with the membership year of the IZAA.
 - 4.6. General Body meetings of the IZAA may be scheduled monthly or bi-monthly at the discretion of the IZAA Executive Council. When possible, at least a one-month notice of such meetings shall be given to all members.
 - 4.7. Quorum for any General Body meeting is constituted by a majority of the Executive Council being present.
5. ARTICLE V – FINANCE
 - 5.1. 5.1 All monies of the Association shall be received and expended by the Treasurer. The Treasurer shall supervise the implementation of the budget approved annually by the membership. All financial transactions and proceedings must also be signed off on by the President.
 - 5.2. Association funds shall at no time be used to purchase controlled or illegal substances, or personal affects for any members of the Association.

- 5.3. The fiscal year for the Association shall be from July 1 to June 30.
- 5.4. Between meetings, the financial policies of the Association shall be governed by a three-fourths (3/4) favorable vote of the Executive Council.
- 5.5. Income of the Association shall be derived from three (3) principal sources: IZAA membership dues, association fundraisers, and program donations.