**Sigma Gamma Rho Sorority, Inc.**

**Beta Omicron Sigma Chapter**

**RECOMMENDED CHANGES TO CHAPTER BYLAWS AND STANDARD OPERATION PROCEDURES**

**2014-2015 Sorority Year**

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| **Rec. No.** | **Author** | **Current Section in Bylaws** | **Current wording** | **Proposed Change(s)** | **Rationale** | **Committee Motion** | **Decision** |
| 001 | Marizen Sawyer | Table of Contents | No current language | Add heading:  **ARTICLE III……………..6** | To make formatting consistent | Adopt |  |
| 002 | Marizen Sawyer | Table of Contents | ARTICLE IV | Make heading bold:  **ARTICLE IV……………..8** | To make formatting consistent | Adopt |  |
| 003 | Ron’ada Hewitt  DOS: April 29, 2015 | ARTICLE I. Purpose - Section 101 | The purpose of these rules is the effective organization and operation…in the execution of its duties and responsibilities under the laws of the State of North Carolina | The purpose of these rules is **to ensure** effective organization and operation of…in the execution of its duties and responsibilities under the laws of the State of North Carolina. | Proper grammar/ structural agreement and fluidity | Adopt |  |
| 004 | Ron’ada Hewitt  DOS: April 29, 2015 | ARTICLE II. Membership - Section 205. Member Taxes | 1. Each member shall be assessed National, Regional, and Local Dues and all other National assessments | 1. Each member shall be assessed National, Regional, and Local Dues and all other National **assessments.** | Completes the sentence, every other part within the section has a “.” | Adopt |  |
| 005 | Ron’ada Hewitt  DOS: April 29, 2015 | ARTICLE II. Membership - Section 205. Member Taxes | 1. Undergraduates who transfer immediately to Beta Omicron Sigma Chapter must transfer within the first sorority year following graduation will have local chapter dues waived for one (1) full sorority fiscal year (July1 through June 30) | 1. Undergraduates who transfer immediately to Beta Omicron Sigma Chapter must transfer with the first sorority year following graduation **to** have local chapter dues waived for (1) full sorority fiscal year (July 1 through June 30) | Structural agreement and fluidity | Adopt |  |
| 006 | Tamara McNeill  DOS: May 1, 2015  Targeted date for voting and implementation:  May 16, 2015 / New sorority year | ARTICLE III. Chapter Regulations - Section 305. Delegates and Alternates. A. Qualifications | 1. A delegate/alternate shall have been a member for no less than one year and immediately preceding the meeting of the Grand Chapter or Northeastern Regional Body in which the delegate is to serve. | 1. A delegate/alternate shall have been a member **of the sorority** for no less than one year and **a member of the Beta Omicron Sigma chapter for no less than six months** immediately preceding the meeting of the Grand Chapter or Northeastern Regional Body in which the delegate is to serve. | As the chapter is growing the need for more delegates is as well. The members that are transferring into the chapter but are not new to the organization should be eligible to act as delegates. | Adopt |  |
| 007 | Ron’ada Hewitt  DOS: April 29, 2015 | ARTICLE III. Chapter Regulations - Section 305. Delegates and Alternates. A. Qualifications | 3. The elected delegate/alternate must have attended 70% of the regular meetings during the sorority year | 3. The elected delegate/ alternate must have attended 70% of the regular meetings during the sorority year.  **4. The elected delegate/ alternate must have attended 50% of the regular meetings from September to the month of the Regional Conference, and have attended an Area III meeting or Mid-Winter meeting in that same year.** | Because the Regional Conference is held in April, the 70% regular meeting participation would not extend to those seeking to be delegates for the Regional Conference who are voted on at least a month before. This means that the 70% should apply to the meetings between September and the meeting the month of the conference (8 meetings instead of 10). After a delegate is voted on and attends the Regional Conference, they have the option of not coming to any more meetings after that if they choose, so lowering the regular meeting attendance but requiring attendance at an Area Meeting or Mid-Winter ensures that the delegate fully participates within the eight month time frame. Extending the requirement to the meeting before the Regional Conference ensures that the delegate is present for discussion of recommendation that may occur between the time they are voted and the conference. | Adopt |  |
| 008 | Nakisha Boulware  DOS: April 28, 2015  Targeted date for voting and implementation: June 13, 2015 | ARTICLE III. Chapter Regulations - Section 305. Delegates and Alternates, C. Duties | C. Duties. Must provide a written report at the following chapter meeting | C. Duties. **Must attend all workshops and plenary sessions and** provide a written report at the following chapter meeting | In order to fulfill the necessary duties as a delegate one must attend all workshops and plenary sessions as well as provide a written report | Adopt |  |
| 009 | Nakisha Boulware  DOS: April 28, 2015  Targeted date for voting and implementation: June 13, 2015 | ARTICLE III. Chapter Regulations - Section 307  Chapter Meetings, G. Procedures for formal meetings | G. Procedures for formal meetings:  Call to order  Approval of the Agenda  Repeat pledge in unison  Approval of the minutes  Officers’ Reports  Committee Reports  Old Business  New Business  Announcements  Close meetings with Sigma Hymn and Slogan | G. Procedures for formal meetings:  Approval of agenda Adoption of minutes Officer Reports Standing Committees Ad hoc Committees Unfinished Business New Business Announcements Adjournment | New order aligns with the new parliamentarian procedures and meeting guidelines | Adopt |  |
| 010 | Audriana Logan  DOS: May 1, 2015  Targeted date for voting and implementation: Next Sorority year | ARTICLE III. Chapter Regulations -Section 307. Chapter Meetings, Part H | Attendance roll call | Attendance must be taken to establish that a quorum has been met. | To make the Bylaws clearer. | Adopt |  |
| 011 | Marizen Sawyer  DOS: May 1, 2015  Targeted date for voting and implementation: May 16, 2015 / Immediately | ARTICLE III. Chapter Regulations – Section 307.3 Absences and Tardies. | 1. There shall be a $5.00 fine imposed upon financial members for failure to notify Basileus or presiding officer within 24 hours prior to scheduled meetings, unless there is an emergency. The fine will be collected prior to admission to the next scheduled chapter meeting. 2. There shall be a $1.00 fine imposed upon financial members for being more than 15 minutes late for a regularly scheduled chapter meeting without prior notice payable upon entrance to the meeting. | Add and reformat:   1. **Financial members are required to notify the Basileus or presiding officer of an absence or tardy (more than 15 minutes late) at least 24 hours prior to a scheduled meeting, unless there is an emergency. Failure to do so will be considered an unexcused absence or tardy.** 2. **For their first unexcused absence or tardy, financial members will be issued a warning.** 3. **For a second unexcused absence, there shall be a $5.00 fine imposed upon financial members.** 4. **For a second unexcused tardy, there shall be a $1.00 fine imposed upon financial members.** 5. **All fines must be paid prior to entering the next chapter meeting.** | The current policy is somewhat harsh and may discourage some members from participating in the Chapter. | Adopt |  |
| 012 | Ron’ada Hewitt  DOS: April 29, 2015 | ARTICLE V. Officers - Section 506. Qualifications for Chapter Officers, Part E. Candidates for Anti-Grammateus | 3. Have been actively involved with a chapter for a minimum of one year | 3. Have been actively involved with **the** chapter for a minimum of one year | In other sections for officer qualifications, it states “the chapter” in reference to involvement. It could be assumed that with the current wording, involvement with any chapter would suffice. | Adopt |  |
| 013 | Committee | ARTICLE V. Officers – Section 507. Duties of Chapter Officers | No current language | Add to *H. Parliamentarian/Sergeant-at-Arms*:  8. Correct article and section designations, spelling, punctuation, and cross-references and to make such other technical, grammatical, and conforming changes to the Chapter Bylaws and Standard Operating Procedures as may be necessary to reflect the intent of the Beta Omicron Sigma Chapter. | The proposed language is taken from *Robert’s Rules of Order Newly Revised, 11th edition* (p 599) and would eliminate the need for the Chapter to vote on minor changes such as spelling, grammatical and punctuation errors and formatting changes. For example, if a word is found to be misspelled in the Bylaws or SOP, the Parliamentarian would be authorized to correct that misspelling without requiring a vote of the Chapter. Another example, if the Chapter voted to insert a new article in the Bylaws, the Parliamentarian would be authorized to appropriately renumber subsequent articles, even if the action of renumbering subsequent articles is not listed as part of the recommendation for the new article.  Adopting this language would result in fewer recommendations to be voted on during chapter meetings and would make meetings more expeditious. **It should be noted that this proposed language directs that any such changes made must reflect the intent of the Chapter, and therefore cannot result in a change of meaning that differs from the intent of the Chapter**  (*RONR pp 598-599)*. | Adopt |  |
| 014 | Ron’ada Hewitt  DOS: April 29, 2015 | ARTICLE V. Officers - Section 508. Duties of the Executive Committee | 1. Review and audit within thirty days of each chapter fund raising activity Hear and act upon grievances and appeals brought before the board by members. | 1. Review and audit within thirty days of each chapter **fundraising activity. Hear** and act upon the grievances and appeals brought before the board by members. | Proper spelling and punctuation | Adopt |  |
| 015 | Marizen Sawyer  DOS: May 1, 2015  Targeted date for voting and implementation: May 16, 2015 / Immediately | ARTICLE VI. Committees – Section 603. Standing Committee Composition | No current language | Add:   * Civic and Social Action Committee * Public Relations & Marketing Committee | To reflect the current standing committees active in the Beta Omicron Sigma Chapter | Adopt |  |
| 016 | Marizen Sawyer  DOS: May 1, 2015  Targeted date for voting and implementation: May 16, 2015 / Immediately | ARTICLE VI. Committees – Section 604. Duties of Committtees | No current language | Add and reformat ARTICLE VI:   1. Civic and Social Action Committee    1. Monitor actions of state and local governments, governmental departments, and government social action programs    2. Inform the Beta Omicron Sigma Chapter of any developments    3. Plan and execute education / awareness programs for chapter members, affiliates, and the community that promote the national legislative agenda of Sigma Gamma Rho. For example:       1. Legislation that supports law enforcement training, utilizing body and dash cameras and criminal profiling restrictions    4. Educating members, affiliates, and our communities on effective forms of protesting for impactful change    5. Educating youth on their constitutional rights and responsibilities and interactions with law enforcement officers.    6. Develop strategies to address the needs of the community’s youth    7. Plan and execute programs that promote the civic engagement of local youth and community    8. Build community partnerships and relationships with elected officials to promote civic engagement of chapter members, affiliates, and the community | To reflect the current standing committees active in the Beta Omicron Sigma Chapter | Adopt |  |
| 017 | Marizen Sawyer  DOS: May 1, 2015  Targeted date for voting and implementation: May 16, 2015 / Immediately | ARTICLE VI. Committees – Section 604. Duties of Committees | No current language | Add and reformat ARTICLE VI:  J. Public Relations & Marketing Committee   1. Develop strategy and campaigns for promoting the chapter, Sorority, and events to target audiences 2. Submit articles to magazines and local papers 3. Develop standard chapter press kit and issue press releases when needed. 4. Develop media contacts and partnerships | To reflect the current standing committees active in the Beta Omicron Sigma Chapter | Adopt |  |
| 018 | Marizen Sawyer  DOS: May 1, 2015  Targeted date for voting and implementation: May 16, 2015 / Immediately | ARTICLE VIII. Nominations and Elections – Section 801.2. Special Elections | 1. A special election of Beta Omicron Sigma may be called by the Basileus to feelvacant elected offices within two chapter meetings of the vacancy. | 1. A special election of Beta Omicron Sigma may be called by the Basileus to **fill** vacant elected offices within two chapter meetings of the vacancy. | Correct wording | Adopt |  |
| 019 | Nakisha Boulware  DOS: April 28, 2015  Targeted date for voting and implementation: June 13, 2015 | Beta Omicron Sigma Monthly Chapter Meeting Rules | No current language | 6. Debate on a question shall be limited to twelve (12) minutes and shall alternate between speakers for and against the motion when possible | To ensure we effectively carry meetings and align with the Northeastern Regional Bylaws | Adopt |  |
| 020 | Nakisha Boulware  DOS: April 28, 2015  Targeted date for voting and implementation: June 13, 2015 | Beta Omicron Sigma Meeting and Event Attire Policy | No current language | 1. All chapter meeting attendees shall be dressed in professional attire, unless the presiding officer deems business casual attire to be acceptable. 2. Professional Attire    1. Professional attire is defined as royal blue and/or gold business suits, dresses, or blazers with dress skirts or dress slacks, a dress blouse, and dress shoes (flats, pumps, or heels).    2. Skirts and dresses shall be of a tasteful knee length.    3. The following are unacceptable and are prohibited when professional attire is required.       1. Denim of any color       2. Shorts       3. Leggings       4. Sundresses       5. Spaghetti strap tops       6. Khakis or chinos       7. Athletic attire       8. Sleepwear       9. Skintight clothing and clothing that reveals excessive cleavage, midriff, back, thighs, buttocks, or any undergarments       10. Athletic footwear, flip-flops, thong sandals and other casual footwear. 3. Casual Attire    1. Attire for casual meetings, step shows, parties shall include tasteful blue and/or gold casual attire that is free of obscene or profane language or any depictions that are inconsistent with sorority standards and membership intake policies    2. Skintight clothing and clothing that reveals excessive cleavage, midriff, back, thighs, buttocks, or any undergarments are prohibited 4. Ritual Attire    1. Ritual attendees shall be dressed in professional attire.    2. Pants are prohibited.    3. Hosiery is required    4. Jewelry, accessories and sorority pins shall be tastefully modest. 5. Omega Rho Ceremony    1. Omega Rho Ceremony attendees shall be dressed in uninterrupted pure white with no other visible colors (including shoes, stockings/hosiery, and all other accessories).    2. Pants are prohibited.    3. Jewelry, accessories and sorority pins shall be tastefully modest. 6. Banquet    1. Banquet attendees shall wear formal or semiformal attire    2. Skintight clothing and clothing that reveals excessive cleavage, midriff, back, thighs, buttocks, or any undergarments are prohibited. 7. Additional Guidelines    1. At all times, clothing and paraphernalia shall be neat, wrinkle-free, and in good condition.    2. Clothing and paraphernalia shall accurately reflect our official sorority colors 8. Dress code violations are subject to a $5.00 fine. The fine will be collected prior to admission to the next scheduled chapter meeting. | Beta Omicron Sigma Meeting and Event Attire Policy | Adopt |  |
| 021 | Ron’ada Hewitt  DOS: April 29, 2015 | **SOPs** SECTION 4. OFFICER STANDARD OPERATING PROCEDURES - Section 4.160. Epistoleus | Publicity  …This includes sending news of outstanding Sorors, programs and projects to the local and national news media and to The Aurora at least four times per year. | Publicity  …This includes sending news of outstanding Sorors, programs and projects to the local and national news media and to ***The Aurora*** at least **three** times per year. | Inconsistent. The Bylaws state that the Epistoleus submits articles to The Aurora three times a year. (Article 5. Section 507. Part G) | Adopt |  |
| 022 | Ron’ada Hewitt  DOS: April 29, 2015 | **SOPs** SECTION 4. OFFICER STANDARD OPERATING PROCEDURES – Section 4.160. Epistoleus | Chapter Display & Scrapbook   1. Create a winning display that encompasses the Sorority’s theme for the year and creatively & realistically reflects the works and deeds of Beta Omicron Sigmaduring the sorority year(s). | Chapter Display & Scrapbook   1. Create a winning display that encompasses the Sorority’s theme for the year and creatively & realistically reflects the works and deeds of Beta Omicron **Sigma during** the sorority year(s). | Spacing error | Adopt |  |
| 023 | Ron’ada Hewitt  DOS: April 29, 2015 | **SOPs** SECTION 4. OFFICER STANDARD OPERATING PROCEDURES - Section 4.170. Parliamentarian/ Sergeant-at-Arms | 1. Maintain a copy of Sigma Gamma Rho Sorority, Inc. National Constitution and By Laws, Standard Operating Procedures | 1. Maintain a copy of Sigma Gamma Rho Sorority, Inc. National Constitution and **Bylaws**, Standard Operating Procedures | Consistent with spelling in chapter Bylaws. | Adopt |  |
| 024 | Ron’ada Hewitt  DOS: April 29, 2015 | **SOPs** SECTION 4. OFFICER STANDARD OPERATING PROCEDURES - Section 4.170- Parliamentarian/ Sergeant-at-Arms | 1. Maintain most recent copy of Beta Omicron Sigma Chapter By-Laws. | 1. Maintain most recent copy of Beta Omicron Sigma Chapter **Bylaws**. | Consistent with spelling in chapter Bylaws. | Adopt |  |