



# ALPHA ETA RHO ETA CHAPTER BY-LAWS

## **ARTICLE I**

### *Name*

Section 1. The Alpha Eta Rho chapter at San José State University shall be known as the Eta Chapter, as designated by the National Executive committee of the fraternity. Officially known as "Alpha Eta Rho, Eta Chapter at San José State University", alias "AHP".

## **ARTICLE II**

### *Purpose*

Section 1. To encourage and maintain an interest in aviation at San José State University.

Section 2. To pledge our efforts towards encouraging the aviation industry throughout the country.

Section 3. To act as an organized body in representing aviation at San José State University.

Section 4. To form a brotherhood/sisterhood of aviators among the members of this fraternity which will create life-long friendships.

## **ARTICLE III**

### *Affiliation*

Section 1. Alpha Eta Rho, Eta Chapter at San José State University is affiliated with the National Chapter of Alpha Eta Rho. Payment of membership dues to the National Chapter entitles sponsorship and use of the "Alpha Eta Rho" name by Eta Chapter. The National Chapter supplies organizational information to Eta Chapter and promotes achievement through the sponsorship of academic scholarships for active members.

## **ARTICLE IV**

### *Membership*

Section 1. ACTIVE MEMBER. An active member of Eta Chapter must meet the



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following criteria:

- Currently enrolled, matriculated student at San José State University,
- Participates in a “pledge” process,
- Attends one general assembly meeting per month,
- Participates in one fundraiser per academic year,
- Attends two events per semester,
- Pays semesterly dues.

A member may circumvent the meeting attendance requirement for active status through Presidential approval.

Section 2. INACTIVE MEMBER. An inactive member is a person who was previously active but no longer meets one or more criteria to maintain active status.

Section 3. ALUMNI MEMBER. An alumni member is a person who graduates from San José State University and has been active during one semester.

- Alumni members do not vote,
- Alumni members do not pay dues,
- Alumni members do not have to meet the requirements for active membership.

Section 4. ASSOCIATE MEMBER. An associate member is a person who does not attend San José State University, but meets other requirements for membership.

- Associate members do not vote,
- Associate members must pay dues and meet all pertinent requirements for membership,
- Associate memberships in the Fraternity shall be left to the Executive Committee with the consent of the active members,
- Associate membership shall not exceed twenty percent (20%) of total membership (active and associate). Thus, eighty percent (80%) of all members shall be currently enrolled, matriculated students at San José State University.

Section 5. MEMBERSHIP. Membership in the organization will not be denied to anyone on the basis of race, religion, national origin, age, sex, disability, veterans status or sexual orientation, except as sanctioned by law (California Administrative code, Title 5, section 41500; Education amendments of 1972, title IX).

Section 6. HAZING. No member of this organization shall engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending this institution (California Education Code, Article 8, Sections 10851-10853).

## **ARTICLE V**

### *Officers*

Section 1. OFFICERS. The officers of this fraternity shall consist of a President,



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Vice-President, Secretary, Treasurer and Historian.

Section 2. TERMS. The term for President, Vice-President, Secretary, and Historian shall be from the time of election at the end of a semester until the end of the next semester. The term of office for Treasurer shall be from the time of the spring election until the end of the next spring semester.

Section 3. VACANCIES. Vacancies that occur on the Executive Committee during a term of office will be filled by special elections by the remaining officers.

Section 4. REGULATIONS. All officers of this organization are matriculated, currently enrolled students at San José State University. The President and Treasurer of this organization must maintain a minimum overall 2.0 grade point average, must be enrolled in at least 6 units, and must be in good standing with San José State University during their term of office.

Section 5. TRAINING. All officers and advisors of this organization are required to complete an Alcohol Education Training offered by Student Involvement.

## **ARTICLE VI**

### *Duties of Officers*

Section 1. PRESIDENT. The President shall be responsible for upholding and administering the laws of the fraternity and chapter, preside at all meetings, appoint all committees as required, and shall be the representative of Eta Chapter to other organizations.

Section 2. VICE-PRESIDENT. The Vice-president shall assist the President in his or her duties, assume the duties of the President in his or her absence, ensure that all committees are productive, and shall educate new members on all chapter and fraternity regulations, procedures, and customs.

Section 3. SECRETARY. The Secretary shall keep a record of all current chapter and member information, and shall take the minutes of each meeting.

Section 4. TREASURER. The Treasurer shall collect and disburse funds as directed by the fraternity budget, collect dues, present financial reports, and record all transactions of funds.

Section 5. HISTORIAN. The Historian shall maintain and create chapter historical documents and photographs, and shall direct the maintenance of the chapter website.



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## **ARTICLE VII**

### *Nominations and Elections*

Section 1. NOMINATIONS. Nominations for officer positions shall be made at least two weeks prior to elections. Any active member may nominate another active member or themselves. Elections shall be held among members who have accepted nominations.

Section 2. ELECTIONS. Officers shall be elected at the last formal meeting of the semester, except the treasurer who shall be elected only during the spring semester.

Section 3. REGULATIONS. Members shall cast their vote by written secret ballot. Voting is restricted to active members present at the time of the election. Officers shall be elected by a simple majority vote of the members present.

## **ARTICLE VIII**

### *Advisors*

Section 1. The organization must have a University advisor. This person must hold at least a bachelors degree and be employed as a faculty or staff member by San José State University. A Graduate Assistant/Intern may assume the advisor role if approved by the Student Involvement Staff.

Section 2. The advisor shall be a non-voting member of the organization.

Section 3. The duties of the advisor shall be to:

- Assist the organization in fulfilling their mission and purpose,
- Be knowledgeable of the organization's constitution and bylaws and assist the organization's members in interpreting them,
- Be knowledgeable of University policies and procedures regarding student organizations and ensure organization compliance to the best of their ability,
- Be aware of the organization's activities,
- Be aware of the organization's financial standing and all financial transactions using the organization's funds,
- Attend the organization's meetings.

## **ARTICLE IX**

### *Meetings*

Section 1. Formal, General Assembly meetings shall be held every other week during the semester.



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Section 2. Additional meetings may be called by the President, with due notice to the membership.

Section 3. A quorum shall be made up of not less than sixty percent (60%) of all active members. A legislative body shall consist of a quorum.

Section 4. Robert's Rules of Order shall be the parliamentary authority of this fraternity chapter.

## **ARTICLE X**

### *Committees*

Section 1. The President shall appoint all committees as required.

## **ARTICLE XI**

### *Dues and Fees*

Section 1. Members are required to pay semester dues to remain on active status with the fraternity. These dues are to be paid to the Treasurer at the beginning of each semester, and shall consist of both National and Chapter dues.

Section 2. New members must pay an initial fee, to be sent to the National Treasurer, and the semesterly dues for the first semester.

Section 3. All current members shall pay semesterly dues by the second official meeting of the semester. If dues are not paid by the end of the second official general meeting, a penalty process will be instituted.

Section 4. This penalty process shall consist of the following:

- Each member having not paid shall accrue an additional five dollar late fee per official general meeting of non-payment.
- Total dues payment, including penalties, per member shall not exceed the total amount that would be paid by a new member, including any one-time, initial fees.
- These penalties shall be assessed at the conclusion of each week, and recorded by the Treasurer.

Section 5. Requests for accommodations for emergencies and special appeals with



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good cause from current members for extension of payment time for semesterly dues may be accepted in writing from current members for consideration by the President, Vice President, and Treasurer before the second official general meeting of the semester.

## **ARTICLE XII**

### Amendments to the By-Laws

Section 1. ORIGINATION. Any active member in good standing may originate an amendment to the constitution.

Section 2. PROPOSAL. A proposal to amend the constitution must be read at a formal meeting and posted for all to see for two weeks thereafter.

Section 3. VOTE. This constitution may be amended by a 2/3 vote of all active members when the preceding criteria has been met.

Section 4. TIMEFRAME. The amendment, if successful, becomes effective fourteen (14) days after the date approved.

Section 5. ANNULMENT OF CONFLICTING LAWS. All By-Laws, or parts of any By-Laws heretofore in effect in the Eta Chapter in conflict herewith, are hereby annulled and repealed.

## **ARTICLE XIII**

### Adoption

Section 1. All members of this chapter agree to abide by the rules and regulations of the National Constitution of Alpha Eta Rho, as well as the rules and regulations of the Eta Chapter as stated in this constitution.

This is the revised constitution of Alpha Eta Rho, Eta Chapter and supersedes all others, approved and ratified on this the First of September in the year Two-Thousand and Ten.



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