

# Sigma Tau Delta Lafayette College Constitution



## Article I – Name

**Section 1** – The name of the organization shall be Sigma Tau Delta, chapter Alpha Omega Lambda of the International English Honor Society.

## Article II – Purpose/Mission Statement

**Section 1** – The purposes of the Society shall be to:

1. Confer distinction for high achievement in the areas of English language and literature in undergraduate studies;
2. Provide cultural stimulation on the Lafayette College campus and promote interest in literature and the English language in the surrounding communities;
3. Foster all aspects of the discipline of English, including literature, language, and writing;
4. Stimulate interest in literature and language by organizing events relevant to the area.

## Article III – Affiliations

**Section 1** – The Society shall maintain membership in the Association of College Honor Societies (ACHS).

**Section 2** – Sigma Tau Delta shall operate according to the regulations and policies of Lafayette College, and in compliance with all local, state, and federal laws.

**Section 3** – This organization shall adhere to the regulations and constitution of the international organization of Sigma Tau Delta that do not conflict with the regulations and policies of Lafayette College.

## Article IV – Membership

**Section 1** – Lafayette College students must comprise 100% of the student club or organization's membership.

**Section 2** – A candidate for membership shall be an English major or minor who meets the following criteria: have completed a minimum of three college courses in the English department; have a minimum of a 3.5 GPA in English and 3.2 cumulative GPA; rank at least in the highest thirty-five percent of their class; have completed at least two semesters of college course work.

**Section 3** – Members shall consist of full-time and part-time undergraduate students, and any previous graduated members.

**Section 4** – Membership in this club or organization is open to all meeting the above criteria, irrespective of race, creed, color, gender, class, age, nation of origin, nationality, disability, marital status, religion, veteran status, or sexual orientation.

#### **Article V – Officers/Executive Board**

**Section 1** – The Executive Board shall be composed of four to five officers: President, Vice President, Secretary, Historian / Publicist.

**Section 2** – Duties: The duties of the officers shall be as follows:

1. President
  - a) Shall be the chief executive officer of the organization and shall chair the meetings.
  - b) Shall be responsible for submitting the names of officers and any additional information to the Office of Student Activities as required.
  - c) Shall assist the advisors in planning and managing funding for Sigma Tau Delta events, initiatives, and activities.
2. Vice President
  - a) Shall assume the duties of the president during their absence and shall succeed to that position in the event of its vacancy.
  - b) Shall be responsible for maintaining the bylaws and reviewing the Constitution of the organization.
  - c) Shall coordinate club events and activities with the assistance of the President.
  - d) Shall request space and room bookings for organization activities.
3. Secretary
  - a) Shall take and keep record of minutes from each meeting and distribute said minutes to members and advisors of the organization within 48 hours of the meeting via email.
  - b) Shall notify and remind all members of upcoming Sigma Tau Delta events.
  - c) Shall keep records of the organization's membership.
  - d) Shall serve as the point of contact for the organization.
4. Historian / Publicist
  - a) Shall maintain a digital record of all Sigma Tau Delta activities and events, to be published/shared at end of year, in digital or physical format.
  - b) Shall coordinate with advisor or other executive board members to collect materials relevant for end-of-year record.
  - c) Shall promote chapter events via various publicity opportunities, including fliers, social media posts, and notices in school-wide calendar of events.
  - d) Shall arrange a substitute to attend and photograph any events the historian is unable to attend.

**Section 3** – The term length of each position shall be one full academic year.

**Section 4** – Any officer not fulfilling his/her duties as outlined in this Constitution or in the Bylaws of this organization may be removed by the membership through a vote of confidence:

1. For removal to happen two thirds (2/3) of the incumbent officers must vote to remove said officer.

2. All officers must follow the executive board requirements set for that year or they will be in danger of being removed from office.

### **Article VI – Elections**

**Section 1** – Election of officers shall be held during the Spring semester, and shall be overseen by the faculty advisor(s). Members shall be given at least two weeks advance notice of elections, and shall be required to submit a letter of intent for their desired position to the chapter advisor. Once the application period closes, the advisor will meet with the current executive board to review the applications and select the next board together. In the event that a current executive officer is running for a position for the following year, that member must recuse themselves from the application review process.

**Section 2** – In the event of a vacancy, an emergency election may be held at any time of the academic year to fill the position.

**Section 3** – The election procedures may be revised by the current members, officers, and faculty advisors as necessary.

### **Article VII – Meetings**

**Section 1** – Regular meetings of this club or organization shall be held at least once a semester. All officers and faculty advisors shall be authorized to notify members of meeting times via email.

**Section 2** – Quorum shall consist of no less than two officers, and no less than 10% of membership.

**Section 3** – The Constitution of this organization shall be the supreme authority in parliamentary procedure at all meetings. The Bylaws of this organization shall be the next highest authority.

### **Article VIII – Advisors**

**Section 1** – There shall be at least one full time Lafayette College faculty or staff advisor who shall serve as an advisor to the club or organization.

### **Article IX – Committees**

**Section 1** – Committees composed of members and officers may be installed for organizational and/or event planning purposes at the discretion of the faculty advisors and Executive Board.

**Section 2** – The installation of permanent committees shall be recorded in the bylaws of this constitution. This constitution shall be amended to include any rules and/or regulations associated with this committee.

### **Article X – Finances**

**Section 1** – Members shall pay a one-time induction fee of \$40. This fee may be subject to change by the national chapter of Sigma Tau Delta.

**Section 2** – The advisors shall be responsible for maintaining accurate financial records. Incoming and outgoing finances shall be recorded and reported at meetings, if necessary.

**Section 3** – Financing for this organization's activities shall be obtained through the Lafayette College

English Department, university approved fundraising activities, and any other available programs. Any funds earned via fundraising activities shall be allocated to specific functions or initiatives by the passing of a 2/3 majority vote at an official meeting.

### **Article XI – Constitutional Amendments**

**Section 1** – This constitution may be amended by a vote of a 2/3 majority of the voting membership. Revisions may be proposed by any member at an official meeting. Proposals for revision shall be distributed to the entirety of the membership two weeks prior to voting. Accepted revisions that impact the process and order of Sigma Tau Delta shall be effective at the next official meeting. All other accepted revisions shall be effective immediately.

**Section 2** – Any proposed bylaws of this constitution may be voted upon and passed/rejected by the same process of constitutional amendments.

**Section 3** – The Sigma Tau Delta Constitution will be reviewed by the advisor(s) and Executive Board every two years to consider amendments, including eligibility guidelines.

Ratified February 7, 2024

Last Edited by Sigma Tau Delta, Alpha Omega Lambda Chapter Advisor Enrico Bruno, February 13, 2026