**Tennessee Checklist for Updating Chapter Rules *June 2019***

*Editorial and conforming changes to align chapter rules with Constitution from the* 2018 International

**State Organization Name**

* Change the name Xi State using this exact wording.

The name of this state organization shall be **The Tennessee State Organization of The Delta Kappa Gamma Society International (hereby referred to as the Tennessee State Organization).**

**Collegiate Membership**

* New classification of membership: **collegiate**.

**Membership**

* Active members shall be women who are **or have been** employed as a professional educator at the time of her election. (*Constitution*, Art. III, Sec.B. 1)
* An individual becomes a member of the Society when she pays her dues.
* Chapter method for selecting candidates for membership must be stated in the chapter rules.
* The word initiation becomes **induction** wherever it appears in this document.
* Chapter minutes must include the names of members terminated, including the reason and date of termination.
* The membership year is July 1 - June 30.
* Chapters will decide if and when to have an induction ceremony.

**Dues and Fees**

* Annual dues and fees must be paid to the chapter treasurer by June 30 for the following fiscal year.
* Non-payment of dues and fees will result in termination of membership.
* For membership or reinstatement between July 1 and December 31, the member shall pay dues and scholarship fee for the current year. New members shall also pay the induction fee.
* For membership or reinstatement on and after January 1, the member shall pay one-half the international and state membership dues, in addition to the full scholarship fee. New members shall also pay the induction fee. Chapter dues may also be pro-rated.
* Chapter retains induction fee of $7.50

**Treasurer’s Duties**

* Chapter Treasurers will maintain an accurate and current membership roster.

**Chapter Meetings**

* Chapter meetings may be face-to-face, through electronic communications, or a combination of the two as long as members may hear and actively participate in the meeting.
* Matters needing immediate action may be voted upon by mail or electronically. A majority vote of chapter members is required for this action.
* Ratification of mail voting must be made at the next face-to-face meeting.
* No proxy voting.

**International Committee Reports**

* Reports requested from state organizations and chapters shall be submitted in the format specified by Society Headquarters.

***The Tennessee State Bylaws and Rules Committee recommends the following to be added to chapter rules:***

***\*Chapter Membership Vote at next chapter Business Meeting*** *Requires a vote of the chapter membership.*

* Include statement of **automatic update**. “\_\_\_\_\_\_\_ Chapter (insert chapter name) rules shall be amended automatically by the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (insert the group responsible for making these changes in your chapter: chapter rules committee, executive committee, etc.) to comply with the *Constitution,* *International Standing Rules*, and the *Tennessee State Organization Bylaws and Standing Rules*. Notice of automatic updates shall be published \_\_\_\_\_\_\_\_\_\_\_(insert where the chapter will publish the updates, for example: the Fall Chapter Newsletter or on Chapter website or other chapter publication).”