



# CONSTITUTION AND BYLAWS

UNIVERSITY OF TENNESSEE CHAPTER OF GAMMA SIGMA DELTA  
THE HONOR SOCIETY OF AGRICULTURE

## CONSTITUTION

### ARTICLE I

#### NAME AND ORGANIZATION

*Section 1.* The name of the organization shall be The University of Tennessee Chapter of Gamma Sigma Delta, the Honor Society of Agriculture, hereafter referred to as Gamma Sigma Delta (GSD).

*Section 2.* The University of Tennessee Chapter of Gamma Sigma Delta, hereafter referred to as Chapter.

*Section 3.* The International organization of Gamma Sigma Delta, hereafter referred to as International.

### ARTICLE II

#### OBJECTIVES AND PURPOSE

*Section 1.* The objective of the Chapter is to encourage high standards of scholarship, character, leadership, and proficiency in all branches of agricultural and related sciences, education, and industry.

*Section 2.* The purpose of the Chapter shall be implemented by conferring membership, as an honor, on those students in the University of Tennessee Institute of Agriculture (UTIA) who have shown exceptional ability in their studies; and, on alumni, faculty, and staff members of UTIA who have rendered signal service to the cause of agriculture and related disciplines. All laws, rules, and regulations of this Chapter shall be in harmony with this purpose and shall be so framed as to emphasize and promote the honorary and service character of GSD.

### ARTICLE III

#### MEMBERSHIP

*Section 1.* Those who are eligible for membership in the Chapter and the International Society of GSD are indicated below.

A. Undergraduate students in the Herbert College of Agriculture who meet all of the following requirements:

(1). Juniors (at least 60 semester hours completed) or seniors (at least 90 semester hours

completed) who have been in residence at least one academic year before election;

(2). Rank in the upper 20% of the junior or senior class in each major; and

(3). Have been nominated on the prescribed form and endorsed by two GSD members (at least one a faculty member) who regard the nominee as having personal qualities, including leadership ability, that give evidence of a successful career in agriculture or related sciences.

B. Students of the University of Tennessee College of Veterinary Medicine (CVM) who meet all of the following requirements:

(1). Have been in residence in the CVM for at least one academic year;

(2). Have completed two years of academic requirements with a 3.50 average or better in the CVM; and

(3). Have been nominated on the prescribed form and endorsed by two GSD members (at least one a faculty member) who regard the nominee as having personal qualities, including leadership ability, that give evidence of making worthwhile contributions in this field.

C. Students of the University of Tennessee Graduate School who meet all of the following requirements:

(1). Have completed at least 12 semester hours of the required graduate course work (excluding thesis or dissertation credits) and attained a 3.50 average or better for graduate credit applicable to the advanced degree being sought; and

(2). Have been nominated on the prescribed form and endorsed by two GSD members (at least one a faculty member) who regard the nominee as having personal qualities, including leadership ability, that give evidence of making worthwhile contributions in their field and as having demonstrated ability to conduct research and/or advanced study in agriculture or related sciences.

D. Faculty and staff

Faculty and staff in UTIA who are engaged in administration, Extension, research, teaching, or in sciences related to agriculture and have been nominated on the prescribed form and endorsed by two GSD members (at least one a faculty member) who regard the nominee as having personal qualities, including leadership ability, that give evidence of making worthwhile contributions in their field.

E. Alumni

Alumni of the University of Tennessee or graduates of other institutions that offer comparable degrees having rendered signal service to the cause of agriculture and related sciences.

## F. Honorary

Honorary membership may be awarded to an individual not qualified for the above categories but who has furthered agriculture. Such membership is a prestigious award, limited to one such award per year.

*Section 2.* Election of members in this Chapter shall be made at meetings held for that purpose.

A. Previous to these meetings, nominations for membership may be made by any member using the official forms for that purpose and presenting them as required by the Membership Committee. From those forms, the Committee shall prepare a list of persons eligible for membership according to Article III, Section 1.

B. Election of members shall be by a simple majority of all active members present at the meeting, with quorum rules in effect. Results of this election shall be tabulated and announced before adjournment of the meeting.

*Section 3.* Membership in a regularly chartered chapter of GSD is automatically transferred to this Chapter upon notification to the Secretary.

*Section 4.* The active members of the Chapter shall consist of those members of GSD who have paid the annual dues or have paid Lifetime membership dues (Bylaws Article VIII, Section 1), as required by the Chapter. Members' names will be withdrawn from the active list after one year of non-payment of dues, excluding members who have paid Lifetime Chapter membership dues (Bylaws Article VIII, Section 2). Active membership may be restored upon payment of one year's delinquent dues.

*Section 5.* Upon attaining retirement status, Chapter members may be retained on the active membership list without payment of annual dues and, upon request, receive Chapter notices and other publications of the Chapter.

## **ARTICLE IV**

### OFFICERS

*Section 1.* The executive officers of this Chapter shall include the President, President-Elect, Secretary, Treasurer, Strategic Communication Officer, Past President (as ex officio for a one-year term), Undergraduate Student Representative, and Graduate Student Representative.

*Section 2.* The President-Elect will serve a one-year term, excluding circumstances described in ARTICLE IV Section 2b of the Chapter Bylaws. The President shall serve a two-year term plus one year as Past-President. The Secretary, Treasurer, and Strategic Communication Officer shall be elected for three-year terms with their elections occurring on a staggered basis, so that only one office will be vacated on an annual basis. Graduate and Undergraduate Student Representatives will serve a term of one year.

*Section 3.* Nominations for the offices (except President) shall be submitted by the Nominating Committee at a spring semester meeting. Additional nominations shall be accepted from the floor.

*Section 4.* Election to the offices shall be by a simple majority vote of all active members present at the meeting, with quorum rules in effect.

*Section 5.* Term of office shall begin at the conclusion of the Spring Business/Initiation Meeting.

## **ARTICLE V**

### FEES

*Section 1.* Fees may be assessed for special purposes as requested by the Executive Committee and approved by a three-fourths majority of active members present, with quorum rules in effect.

## **ARTICLE VI**

### BYLAWS

*Section 1.* This Chapter shall adopt such bylaws as may be necessary for the proper conduct of its affairs and the interpretation and execution of this Constitution.

*Section 2.* Semiannual initiation and award meetings will be held. Merit Awards, the Herbert College of Agriculture Freshman, Sophomore, and Junior Awards, and CVM First-Year, Second-Year, and Third-Year Awards will be presented in the fall. At the spring meeting, the Herbert College of Agriculture Senior Awards, CVM Fourth-Year Awards, and Graduate Student Awards will be presented; the nominee, if any, for the International Award will be announced; and new officers will be installed.

## **ARTICLE VII**

### AMENDMENTS

*Section 1.* The Constitution or Bylaws may be amended at a regular Chapter meeting or at a called meeting held no sooner than 15 days after notification of it. If the action is taken at a meeting, the proposed amendment must be submitted in writing to the active members at least 15 days prior to the meeting at which the amendment will be considered. Fifteen days will be allowed for suggestions to be returned. Approval will require three-fourths of the active members in attendance and voting at the meeting, with quorum rules in effect.

## **ARTICLE VIII**

### RULES OF OPERATION

*Section 1.* The rules contained in Robert's Rules of Order shall govern this organization in all cases where they are applicable and are not inconsistent with the Constitution and Bylaws of the Chapter.

*Section 2.* A quorum shall consist of those active members present at a regular Chapter meeting or at a called meeting held no sooner than 15 days after notification of it.

## **BYLAWS**

### **ARTICLE I**

#### DEFINITION OF THE FIELD OF ACTIVITY

*Section 1.* In order that this Chapter of GSD may be of the greatest service to the society and enjoy success and prosperity, it must possess and promote the ideals of responsible scholarship, character, leadership, and proficiency. Its specific objectives shall be to acknowledge the worth of individuals who have demonstrated outstanding attainment in the area of agriculture and related disciplines, whether it be in the classroom, in the research laboratory, in Extension, or otherwise in the promotion or practice of the profession. It should recognize unmistakably the spirit of unselfish devotion that insures service and loyalty to the agricultural profession.

### **ARTICLE II**

#### DUTIES OF OFFICERS

*Section 1.* The President shall:

- A. Preside over all business meetings of both the Chapter and the Executive Committee;
- B. Coordinate the work of the Executive Committee;
- C. Appoint committees as provided by Articles IV and V of these Bylaws and appoint such other committees as the President deems necessary to fulfill the functions of this Chapter;
- D. Initiate new members, with assistance from members designated by him or her; and
- E. Be an ex officio member of all committees.

*Section 2.* The President-Elect shall:

- A. Assume the duties of the President when the President is absent;
- B. Assist other members of the Executive Committee in coordinating the activities of this Chapter; and
- C. Act as Chairperson of the Constitution Review Committee.

*Section 3.* The Secretary shall:

- A. Take minutes of Chapter meetings and distribute them to the membership;
- B. Maintain a current membership list;
- C. Serve as custodian of materials and information relative to the Chapter's functions, including the Constitution and Bylaws and all matters pertaining thereto and distribute to members when appropriate;
- D. Handle all Chapter correspondence with the International Secretary;
- E. Act as Chairperson of the Membership Committee;
- F. Order membership and award certificates and jewelry;
- G. Act as an ex officio member of the Awards Committee and maintain records of awards winners;
- H. Maintain records of a permanent nature and turn them over to the succeeding secretary in bound and orderly form; and
- I. Coordinate with the Strategic Communication Officer to prepare an annual report of the activities of the Chapter, and submit report through the Chapter Secretary to the International Secretary by April 30<sup>th</sup>.

*Section 4.* The Treasurer shall:

- A. Maintain membership list, collect fees and dues, and serve as custodian of all funds of the Chapter;
- B. Keep records of income and expenditures and have such records audited annually or when requested to do so by the Executive Committee or by three-fourths of the active members voting;
- C. Coordinate activities with the Secretary regarding such matters as membership, initiation fees, payment for official jewelry, plaques, and certificates; and
- D. Give an annual report of all financial transactions to the membership.

*Section 5.* The Strategic Communication Officer shall:

- A. Maintain a record of the development of the Chapter;
- B. Summarize, record, and report from time to time the important historical facts relating to the Chapter;
- C. Coordinate with the Secretary to prepare an annual report of the activities of the Chapter, and submit report through the Chapter Secretary to the International Secretary by April 30<sup>th</sup>;

D. Obtain lists of eligible student members each semester; and

E. Maintain and organize Chapter website with updates, calendar of events, and other content necessary to promote Gamma Sigma Delta.

*Section 6.* The Past President shall:

A. Assist the President and provide continuity to the organization and Executive Committee.

*Section 7.* The Undergraduate and Graduate Student Representative(s) shall:

A. Serve as member(s) of the Executive Committee;

B. Provide the students' prospective to assist with planning of Chapter functions; and

C. Serve on additional committees not included in the Constitution or Bylaws at the discretion of the President.

### **ARTICLE III**

#### GOVERNMENT AND FUNCTIONS

*Section 1.* This Chapter shall be required to:

A. Submit changes to this Constitution and Bylaws to the International Secretary after the proposed changes have been approved by the membership;

B. Submit a list of Chapter officers to the International Secretary immediately after election;

C. Submit the names of new members to the International Secretary;

D. Submit an annual report of the Chapter's activities to the International Secretary by April 30<sup>th</sup>;

E. Submit the name of an official delegate to represent this Chapter at the Biennial Conclave; and

F. Encourage the Chapter's members to purchase and display the emblem of the Society.

### **ARTICLE IV**

#### STANDING COMMITTEES

*Section 1.* The President shall appoint committee members, except where limited by the Articles of this Constitution and Bylaws. Members of committees shall serve on more than one committee only when it is absolutely necessary. The President will endeavor, in appointing committee members, to include those with immediate previous service on a given committee and those without experience on that committee in order to provide continuity of experience.

## *Section 2. Executive Committee*

- A. The Executive Committee shall be composed of the President, President-Elect (if applicable), Secretary, Treasurer, Strategic Communication Officer, the most recent Past President (for one year following their term as President), Undergraduate Student Representative, and Graduate Student Representative.
- B. In the event of the office of the President becoming vacant, the President-Elect or Past President shall automatically fill the office of the President and shall serve for the remainder of the unexpired term as well as the following regular term. The Executive Committee shall then appoint a President-Elect for the remainder of the term. In the event of vacancies occurring in the other offices, the Executive Committee shall be empowered to appoint a Secretary, Treasurer, Strategic Communication Officer, Undergraduate Student Representative, or Graduate Student Representative to fill the unexpired terms.
- C. Meetings of the Executive Committee shall be called at the discretion of the President.
- D. This Committee shall have full power to act in all matters pertaining to the welfare and the promotion of the interests of this Chapter, except where limited by Articles of the Constitution and Bylaws.

## *Section 3. Awards Committee*

- A. The Awards Committee shall be representative of all the various functional units of UTIA. Members of the Awards Committee are ineligible for an award during their tenure.
- B. The Secretary shall be an ex officio member with full voting rights of this Committee and shall call the first meeting of this Committee; the membership shall elect its Chairperson from among its members.
- C. This Committee shall be responsible for:
- (1). Obtaining nominees for the undergraduate Scholarship Recognition Awards, Merit Awards, and International Award for Distinguished Service to Agriculture;
  - (2). Forwarding their recommendations for awards to the Executive Committee; and
  - (3). Procuring trophies, etc., as appropriate.

## *Section 4. Membership Committee*

- A. The Membership Committee shall consist of one representative from each unit.
- B. This Committee shall function in accordance with Article III of the Constitution.
- C. The Secretary shall act as Chairperson of this Committee, and the Strategic Communications Officer will be a member of this Committee.



*Section 5. Publicity Committee*

A. The Publicity Committee shall be responsible for all publicity including:

- (1). The promotion of publicity for this Chapter;
- (2). The encouragement of scholarship in the Herbert College of Agriculture and CVM; and
- (3). Promotion of agriculture and related disciplines.

B. The Strategic Communication Officer shall act as Chairperson of this Committee.

*Section 6. Constitution Review Committee*

A. The Constitution Review Committee shall be composed of three members including the President-Elect as Chairperson, the Immediate Past-President, and one additional member.

B. This Committee shall be responsible for making necessary changes in the Constitution and Bylaws, according to the following procedure:

- (1). Review the Constitution and Bylaws at least annually to determine possible needs for revision;
- (2). Receive and review proposed revisions of the Constitution and Bylaws submitted by Chapter members; and
- (3). Proceed with respect to changes in the Constitution and Bylaws as specified in Article VII of the Constitution.

*Section 7. Project Committee*

A. Shall be created, as needed, by the President.

*Section 8. Audit Committee*

A. The Audit Committee shall audit the financial records of this Chapter at least annually or when directed to do so by the Executive Committee. Audit results shall be approved by a three-fourths vote of the active membership present and voting. Quorum rules shall be in effect.

**ARTICLE V**

SPECIAL COMMITTEES

*Section 1.* The President shall be responsible for appointing special committees, when necessary, to implement the function of the Chapter.

## **ARTICLE VI**

### MEETINGS

*Section 1.* Meetings shall be held each fall and spring semester, at which time regular business of this Chapter shall be discussed and committee reports made. Officers for the coming year will be elected at a spring semester meeting.

*Section 2.* Semiannual initiation and award meetings will be held. Merit Awards, the Herbert College of Agriculture's Sophomore and Junior Awards, and CVM First-Year, Second-Year and Third-Year Awards will be presented in the fall. At the spring meeting, the Herbert College of Agriculture Senior Award, the CVM Fourth-Year Award, and the Graduate Student Award will be presented; the nominee, if any, for the International Award will be announced; and new officers will be installed.

*Section 3.* Special meetings may be held at any time the Executive Committee, or three-fourths of the active membership voting, shall deem it necessary in order to fulfill the functions of this Chapter, as outlined in its Constitution and Bylaws.

## **ARTICLE VII**

### AWARDS

*Section 1.* The International Award for Distinguished Service to Agriculture:

A. A nominee for this award may be selected by this Chapter and this nomination will be submitted to the International Secretary.

*Section 2.* Undergraduate, Graduate, and Professional Scholarship Recognition Awards for the promotion of outstanding scholarship:

A. Recipients of these awards must possess the same high moral character expected of individuals elected to membership in this Chapter and, in addition, must fulfill the requirements stated below. Scholastic averages shall be determined by the usual method prevailing at the University of Tennessee, Knoxville; and a student may be considered only once for each award. In the event of a tie, the nominee's service activities in the department and beyond, and their involvement in professional activities will be given consideration.

B. Herbert College of Agriculture

(1). Freshman Award

a. Recipient shows evidence of scholarship by having the highest cumulative grade point average upon completion of between 30 and 45 hours with at least 18 of the hours received while enrolled at the University of Tennessee, Knoxville, Herbert College of Agriculture.

b. Only one Freshman Award will be given annually, and it will be presented at the fall banquet.

(2). Sophomore Award(s)

a. Recipient(s) has/have attained a minimum cumulative grade point average of 3.0 upon completion of between 60 and 75 hours with at least 36 of these hours received while enrolled at the University of Tennessee, Knoxville, Herbert College of Agriculture.

b. Only one Sophomore Award will be given annually, and it will be presented at the fall banquet.

(3). Junior Award

a. Recipient has attained the highest cumulative grade point average of all students in the Herbert College of Agriculture upon completion of between 90 and 105 hours with at least 45 of these hours received while enrolled at the University of Tennessee, Knoxville, Herbert College of Agriculture.

b. Only one Junior Award will be given annually, and it will be presented at the fall banquet.

(4). Senior Award

a. Recipient has attained the highest cumulative grade point average of all seniors in the Herbert College of Agriculture and is scheduled to complete the requirements for graduation during the academic year in which he or she is being honored. At least 45 of the hours required for graduation must have been received at the University of Tennessee, Knoxville, and completed prior to selection to receive the award.

b. Only one Senior Award will be given annually, and it will be presented at the spring initiation meeting.

C. The University of Tennessee College of Veterinary Medicine

(1). First-Year Award

a. Recipient has attained the highest cumulative grade point average upon completion of the full first-year curriculum at the University of Tennessee, Knoxville, CVM.

b. Only one First-Year Award will be given annually, and it will be presented at the fall banquet.

(2). Second-Year Award

a. Recipient has attained the highest cumulative grade point average upon completion of the second-year curriculum at the University of Tennessee, Knoxville, CVM.

b. Only one Second-Year Award will be given annually, and it will be presented at the fall banquet.

(3). Third-Year Award

a. Recipient has attained the highest cumulative grade point average upon completion of the third-year curriculum in the CVM.

b. Only one Third-Year Award will be given annually, and it will be presented at the fall banquet.

(4). Fourth-Year Award

a. Recipient has attained the highest cumulative grade point average of all students upon completion of the first two semesters of the fourth-year curriculum in the CVM and is scheduled to complete the requirements for graduation during the academic year in which he or she is being honored.

b. Only one Fourth-Year Award will be given annually, and it will be presented at the spring initiation meeting.

D. Graduate Student Award

(1). Recipient will have demonstrated significant creative and original accomplishments in either research, teaching, or Extension. The nominee's cumulative GPA, service activities in GSD and beyond, and their involvement in professional activities will be given strong consideration.

(2). One Graduate Student Award may be given annually to a PhD candidate and one Graduate Student Award may be given annually to a MS candidate. The award(s) will be presented at the spring initiation meeting.

*Section 3. Certificate of Merit*

A. These certificates shall be awarded to individuals who have made distinct contributions to agriculture or related sciences through administration, Extension, teaching, or other service.

(1). Teaching Award shall be awarded to an outstanding teacher in the Herbert College of Agriculture or CVM.

(2). Research Award shall be awarded to a member of the staff of UTIA who has made an outstanding contribution to research, either directly or indirectly related to agriculture and related disciplines.

(3). Extension Award shall be awarded to an Extension staff member who has made an outstanding contribution, either directly or indirectly to agriculture and related disciplines.

(4). Alumni Award shall be awarded to an alumnus of the University of Tennessee who has made an outstanding contribution, either directly or indirectly to agriculture and related disciplines.

(5). Distinguished Service to Agriculture Award shall be awarded to a resident of Tennessee selected for their outstanding contribution, either directly or indirectly to agriculture or related disciplines.

(6). Team Award shall be awarded to each member of a team of two or more UTIA faculty and staff that has made an outstanding contribution to research, teaching, and/or Extension, either directly or indirectly related to agriculture and related disciplines.

*Section 4.* The names of the recipients of the above-listed awards shall be certified to the International Secretary.

*Section 5.* No individual shall be honored with more than one award in any one year.

*Section 6.* No recipient shall be honored with the same award twice within any single five-year period.

*Section 7.* Nothing in Article VII, Section 1, 2, and 3 shall be construed as making it mandatory to grant any or all of these awards every year if the membership does not desire to do so.

## **ARTICLE VIII**

### DUES AND FEES

#### *Section 1.* Membership Dues

A. New member dues shall include the International membership fee, Chapter dues for the first year, and the amount of the fall banquet or spring initiation reception.

B. Annual membership dues shall include the annual Chapter fee, set by the Executive Committee as a minimum, and the International membership fee.

C. Lifetime Chapter membership, equal to ten times the annual fee, shall be set by the Executive Committee to include lifetime International membership fees and lifetime annual dues. Any active member may choose to pay this one-time payment instead of annual membership dues.

*Section 2.* Changes in the annual and lifetime Chapter membership dues for the following year shall be proposed by the Executive Committee to the membership 15 days prior to the spring business meeting. Dues must be approved by a three-fourths majority of the active members present with quorum rules in effect. Membership dues shall become due and payable October 1 of each year and delinquent after December 1 of the year. A delinquent member shall be notified to this effect and shall be dropped from the role of active members unless delinquent dues are paid by October 1 of the following year. Active membership may be restored upon payment of at least one year's delinquent dues plus the dues for the current year.

*Section 3.* Additional fees may be assessed for special purposes as requested by the Executive Committee and approved by a three-fourths majority of the active members present with quorum rules in effect.

*Section 4.* Individuals (if not already members) who have been selected to receive the Alumni or Distinguished Service to Agriculture Award shall be invited to become members without being assessed initiation fees or initial annual dues.