

Constitution and Bylaws ALPHA IOTA DELTA

ARTICLE I. NAME

The name of this international honor society shall be Alpha Iota Delta.

ARTICLE II. PURPOSE

The purposes of Alpha Iota Delta are to confer distinction for academic excellence in the decision, information, and operation sciences; promote the infusion of the functional and behavioral areas of administration with the tools, concepts, and methodologies of the decision, information, and operation sciences; and promote professional fellowship among students, faculty and administrators, and others in the larger community who share a common interest in the development of the decision, information, and operation sciences.

ARTICLE III. MEMBERSHIP

1. There are four classes of membership: undergraduate students; graduate students; members of a sponsoring institution's faculty, research or administrative staff; and honorary. The first three classes of membership comprise the active chapter membership.
 - a. To be eligible for election as an undergraduate student by a chapter of the international honor society, the nominee must have completed the equivalent of four (4) decision, information, and operation sciences courses and the equivalent of four (4) semesters or six (6) quarters of college work; have evidence of high academic scholarship by being in the upper 35 percent of the class; have evidence of service to the institution and/or community; and have high ethical and moral ideals.
 - b. To be eligible for election as a graduate student by a chapter of the international honor society, the nominee must have completed the equivalent of four (4) decision, information, and operation sciences courses; have evidence of high academic scholarship by achieving a minimum 3.5 grade-point average on a 4.0 scale; have evidence of service to the institution and/or community; and have high ethical and moral ideals.
 - c. To be eligible for election as a member of a sponsoring institution's faculty, research or administration staff by a chapter of the international honor society, the nominee shall be a person of distinction in the decision, information, and operation sciences and/or have distinguished himself or herself in the sponsoring institution.
 - d. To be eligible for election as an honorary member by a chapter of the international honor society, the nominee shall be a person of outstanding distinction in the decision, information, and operation sciences or be a distinguished leader.
 - e. For all four categories of membership, nominees are admitted to membership in the chapter by a 2/3 majority vote of the chapter.

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2. Individual chapters are to set the minimum qualifications for undergraduate membership in the honor society either in terms of minimum grade-point average or in terms of minimum ranking percentile. For example, the minimum grade-point average of 3.5 on a 4.0 point system or a minimum ranking percentile of top quartile of the class. Whichever type of minimum qualification is set, no more than the upper 35 percent of the undergraduate class may be eligible for membership. The Board has the power to reject a chapter's application if it believes the qualifications have been set at an unreasonably low level.
3. For all classes of membership, election to membership in Alpha Iota Delta shall be irrespective of membership in or affiliation with other organizations and associations. Membership in the Society is open to qualified candidates, including persons with disability, without regard to age, color, gender, national origin, race, religion, and/or sexual orientation.
4. Election as a chapter member automatically carries with it election to the international honor society, Alpha Iota Delta.
5. Active chapter members shall automatically become alumni of the chapter upon graduation.

ARTICLE IV. METHOD OF NOMINATION AND ELECTION TO MEMBERSHIP

1. Candidates for membership may be nominated by a chapter sponsor or by an active chapter member. Election is by 2/3 majority vote of the chapter. Chapter membership automatically carries with it election to the international honor society.
2. In addition to chapters sponsored by individual colleges or universities, an international chapter of Alpha Iota Delta shall be created. Candidates for membership in this international chapter of Alpha Iota Delta may be nominated by any member at the annual meeting and elected by 2/3 majority vote of the members in attendance at the annual meeting. This category of membership is reserved for faculty, research or administrative staff members of institutions that do not have an active Alpha Iota Delta chapter, doctoral students in the area of decision, information, and operation sciences, and professionals working in the area of decision, information, and operation sciences. Between annual meetings of the international honor society, candidates for membership in the international chapter of Alpha Iota Delta may be nominated by any member of the international honor society and elected by the unanimous vote of the Board of Directors.
3. Membership in the international honor society is a life-time membership, unless removed.

ARTICLE V. REMOVAL FROM MEMBERSHIP

1. Membership in the society may be suspended or terminated by the Board of Directors for just cause. Sufficient cause for such suspension or termination of membership may be violation of this Constitution or any lawful rule or practice adopted by the society or other conduct deemed by the Board of Directors to be prejudicial to the best interests of the society. A statement of the charges shall be sent by registered mail to the last recorded address of the member, accompanied by notice of the time and place of the meeting at which the charges are to be considered. At least thirty days notice shall be given, and the member shall have the opportunity to appear in person or to be represented by counsel and to present any defense to such charges before action is taken by the Board of Directors. The Board may adopt such rules as may be necessary to assure due process to the member. The decision for suspension or termination shall be by a 2/3 majority vote of the Board of Directors. A member

before action is taken by the Board of Directors. The Board may adopt such rules as may be necessary to assure due process to the member. The decision for suspension or termination shall be by a 2/3 majority vote of the Board of Directors. A member suspended or terminated for just cause shall not be entitled to return of dues or fees.

ARTICLE VI. PRIVILEGES OF MEMBERSHIP

1. Only active members of a chapter are privileged to hold office in a chapter.
2. Only active members of the international honor society, including members of individual chapters and the international chapter, are privileged to hold international office.

ARTICLE VII. INTERNATIONAL OFFICERS

1. Officers. The officers of the international honor society shall be President, First Vice President, Second Vice President, Secretary, and Treasurer.
2. Terms of Office. The initial officers of the international honor society shall serve for two years, thereafter they shall serve from year to year. No officer except the Secretary and Treasurer shall serve for more than two successive terms.
3. Methods of Nomination. The President shall appoint a Nominating Committee of at least two distinguished members, in addition to a past president who will serve as chair, to present a slate of officers to the membership at the annual meeting. Additional nominations may come from the floor at the annual meeting.
4. Method of Election. Election shall be by 2/3 majority vote of the members present at the annual meeting.
5. Vacancies in Office. The Board of Directors may, by 2/3 majority vote, fill any vacancy among the officers, with the exception of President, which occurs during the year. In the event of incapacity or resignation of the President during the year, the First Vice President shall automatically assume the Presidency.
6. Duties of the Officers.
 - a. The *President* shall be the chief executive officer of the international honor society and shall be responsible for planning and conducting the affairs of the international honor society in accordance with the policies of the international honor society. The President shall preside at the annual meeting and shall serve as Chair of the Board of Directors. He/she shall, with approval of the Board of Directors, appoint the members and chairs of the international honor society's committees. The President shall prepare annual goals and objectives for approval by the Board of Directors.
 - b. The *First and Second Vice Presidents* shall serve as general assistants to the President. They shall carry out such duties as they may be assigned by the President. The First Vice President and then the Second Vice President shall act as President in the event of the President's absence or inability to serve. The First Vice President shall be responsible for liaison activities with professional associations. The Second Vice President shall be responsible for chapter recruitment and retention.
 - c. The *Secretary* shall serve as the recording secretary for the Board of Directors and the corporation, shall keep and publish the Constitution and Bylaws, keep the corporate seal and ensure the good standing of the corporation, keep the minutes of all meetings, maintain the membership roll and other records, interact with the designated Corporation Liaison, and perform other duties usual to the office of secretary.
 - d. **The *Treasurer* shall receive all funds, publish an annual budget and financial statement, and be responsible to the international honor society and the Board of Directors for accurate and complete reporting. He/she is**

- d. **The Treasurer shall receive all funds, publish an annual budget and financial statement, and be responsible to the international honor society and the Board of Directors for accurate and complete reporting. He/she is also responsible for the safekeeping of funds, for sound financial operations and management, and for government reporting requirements. Three persons are authorized to sign checks written on the international honor society's checking account – the Executive Director, the Treasurer, and the President. Two of these three signatures are required for documentation of any check in the amount of \$1000 or more. The Treasurer will ensure that documentation for all checks are appropriately signed and will review all bank statements.**

ARTICLE VIII. BOARD OF DIRECTORS

1. *Corporate Office.* Alpha Iota Delta operates in accordance with a charter issued by the State of Georgia. The society's corporate office shall be located in Georgia with a person designated as Corporation Liaison.
2. *Administrative Office.* The Board of Directors shall designate a host institution to serve as the administrative office. Selection will be based upon institutional support committed to the international honor society and other criteria specified by the Board of Directors.
3. *Staff.*
 - a. The Executive Director, who shall be responsible to the President of the society, shall direct the operations of the administrative office. The Executive Director, after receiving authority from the Board of Directors, may enter into contracts to obtain services for the international honor society and to provide services to other organizations.
 - b. The Executive Director shall be responsible for managing staff and operations in accord with the approved goals, objectives, and budget of the society; for submitting an annual membership report to the annual meeting; and for communicating with and serving chapters and members.
 - c. The Corporation Liaison will be responsible for maintaining corporation records and membership records.
4. *Board of Directors.*
 - a. The Board of Directors shall consist of the past Presidents, if available to serve, the President, the First and Second Vice Presidents, the Secretary, and the Treasurer of the international honor society. The President shall serve as Chair of the Board of Directors.
 - b. The Board of Directors is the *Executive Committee* of the international honor society.
 - c. The Board of Directors shall act by a majority of those voting.
 - d. As the Executive Committee of the international honor society, the Board of Directors shall have the power to manage the affairs of the international honor society; to fix the time and place of the meetings; to administer the budget, and if necessary, to modify the budget between annual meetings, reporting any such changes at the next annual meeting; to invest and administer the funds of the society; and to discharge such other responsibilities as may be required to promote the goals and objectives of the international honor society.

ARTICLE IX. ANNUAL MEETING

1. An annual meeting of Alpha Iota Delta shall be held each year in conjunction with the annual meeting of a related professional association as identified and recommended by the Board of Directors and coordinated by the Executive Director. The Alpha Iota Delta annual meeting shall be held in the same venue and within the same time frame as the professional association. The

recommended by the Board of Directors and coordinated by the Executive Director. The Alpha Iota Delta annual meeting shall be held in the same venue and within the same time frame as the professional association. The time and place of the Alpha Iota Delta annual meeting shall be announced in the web site (www.alphaiotadelta.com) and an announcement of the Alpha Iota Delta annual meeting shall be sent to all members of the Alpha Iota Delta Board of Directors and all chapter sponsors at least 30 days before the scheduled meeting. Each chapter is requested to name an official delegate to attend the annual meeting as a representative of the chapter. In addition, all members of Alpha Iota Delta are welcome at the annual meeting.

2. A financial report shall be provided to all members present at the annual meeting and, upon request, to any other members.

ARTICLE X. CHAPTERS

1. Chapters of Alpha Iota Delta shall be established, maintained, or reactivated only in U.S. colleges and universities that grant baccalaureate or advanced degrees and that are accredited by one of the regional accrediting agencies. In addition, international chapters may be established according to uniform criteria determined by the Board of Directors.
2. To obtain a charter, a prospective chapter must submit to the Board of Directors for its approval a petition which conforms to requirements established by the Board of Directors. This petition must be signed by the prospective chapter sponsor, who shall be a faculty member; the department chair of the department incorporating decision, information, and operation sciences; and the dean of the school or college incorporating decision, information, and operation sciences.
3. Chapters are required to establish criteria for the induction of members and adopt a constitution and bylaws which are not inconsistent with the constitution and bylaws of the international honor society. This data must form a part of the petition for the charter of the chapter and amendments thereto must be reported to the Board of Directors for review and approval.
4. Chapters shall be designated by letters of the Greek alphabet as assigned by the Board of Directors of the international honor society.
5. A chapter may be placed on probation by the Board of Directors. Such action will be communicated by the international honor society's President to the dean and to the president of the chapter's college or university.
6. A chapter may be permanently suspended by unanimous vote of the Board of Directors. Such action will be communicated by the international honor society's President to the dean and to the president of the chapter's college or university.

ARTICLE XI. CHANGES IN CONSTITUTION

1. No article shall be added to this constitution and no part shall be amended or annulled except by formal proposal, discussion, and ballot approval by at least 2/3 of the members present at the annual meeting of the international honor society.
2. A proposal for change in the constitution and bylaws may be made by the Board of Directors or by petition of at least 10 percent of the members present at the annual meeting of the international honor society.
3. A complete history of amendments to the constitution and bylaws shall be kept by the Secretary in the corporate file at the corporate office of the international honor society.

Secretary in the corporate file at the corporate office of the international honor society.

Approved at Annual Meeting of Membership on November 17, 2018