

BETA BETA CHAPTER RULES
BETA BETA CHAPTER
OKLAHOMA STATE ORGANIZATION

Organized: June 02, 1970
Adopted: March 10, 1984
Amended: September 08, 1984; November 09, 1985;
December 12, 1987, November 09, 1991;
December 14, 1991; October 10, 1992;
February 10, 2001; March 05, 2002; October 2014 Revised: (requirement
by State and International) June 1993, June 1996, October 2011
Amended: November 10, 2014; December 10, 2015
Amended: October 4, 2016
Amended March 9, 2019

Beta Beta Chapter shall operate under the *Constitution, International Standing Rules, the Oklahoma State Organization By-Laws* and *Oklahoma State Organization Standing Rules*, and the Chapter Rules that have been adopted by Beta Beta chapter. The Chapter Rules have been developed by the chapter membership as provided in Section XIII.

The purpose of Chapter Rules is to give the membership of Beta Beta Chapter the right to make decisions related to the programs and activities of the Society and yet abide by the *Constitution, International Standing Rules, the Oklahoma State Organization By-Laws* and *Oklahoma State Organization Standing Rules*.

Should there be a discrepancy between the Chapter Rules and/or the *Oklahoma State Organization By-Laws* and *Constitution*, the *Oklahoma State Organization By-Laws* and/or *Constitution* shall supersede.

The latest revision of *Roberts' Rules of Order* shall be the basis for parliamentary procedure.

I. NAME AND EMBLEMS

The name of this chapter shall be Beta Beta Chapter, Oklahoma State Organization, The Delta Kappa Gamma Society International, *Constitution* Article I.B.

The official key pin signifies membership in the Society. The official jewelry may be worn on a ribbon or other manner as desired by the member. The key pin and the chapter president's pin may be returned to the chapter when a member leaves the Society or upon a member's death. Such pins may be given or sold by the chapter to the appropriate member or officer. Official jewelry and paraphernalia are purchased from the authorized supplier. *International Standing Rules* 1.1 9:02 PM 11/10/11 2

II. MISSION AND PURPOSES

The Delta Kappa Gamma Society International promotes professional and personal growth of women educators and excellence in education. *Constitution*, Article II.B The purposes of Beta Beta Chapter shall be the seven purposes of the Delta Kappa Gamma Society International, *Constitution* Article II.D.

III. MEMBERSHIP

Membership in The Delta Kappa Gamma Society International shall be by invitation. A member inducted into the Society becomes a member of the international Society in addition to a state organization and/or a chapter.

An individual becomes a member of the Society when she pays her dues. *Constitution*, Article III, Sec. A. 1 & 2

1. Chapters

Chapters in Gamma State shall have full power to act in matters of chapter membership. A complete record of membership shall be the responsibility of each chapter of Gamma State. *Gamma State Bylaws* Article III.C

2. Nominations

Members who wish to nominate a prospective member shall return an "Intent to Nominate" form with the name of the nominee to the chapter second vice-president.

3. Recommendations

Beta Beta members will submit recommendations for new members. Recommendation forms may be obtained from the membership chairman or from the Beta Beta Web site.

4. Election of New Members

Election of new active and honorary members may be throughout the year. Nominees must be elected by a four-fifths (4/5) vote of the members present.

5. Invitations

Invitations are personally delivered by at least one of the members signing the recommendation and any other members who are interested in accompanying the invitation.

6. Orientation

After receiving the invitation to membership, the candidate shall attend an informal discussion led by the chapter leadership team to explain the program of work, financial obligations, and other specifics of the Society. Following the orientation, the candidate shall accept or decline membership in writing.

7. Induction

Induction shall be held, and the chairman of membership shall be responsible for working with the president in planning the appropriate procedure.

In addition to dues, an initiation fee of \$10 shall be charged:

Chapter.....US \$7.50

State.....US \$2.50 (ISR 4.021 Initiation Fee)

The new initiate will also pay for her key pen at the time of the induction.

8. Resignations

All resignations shall be presented in writing to the chapter president. The written request shall give a statement of reason. The date of the request, reason and the chapter action shall be recorded in the minutes.

9. Membership Dropped

Members are dropped from the chapter membership roll for nonpayment of dues, resignation, transfer, or death. Proper notification will be made to the state treasurer. Members dropped for nonpayment of dues will be notified in writing by the chapter.

The chapter shall record in the chapter minutes the names of members terminated, including the reason and date of termination. ISR3.5

10. Types of Membership:

Beta Beta Chapter has the following types of membership: active, reserve, collegiate, and honorary. *Constitution* Article III.B; *International Standing Rules* 3.0, 3.4, 4.23

10. A. Active Membership

An active member shall be a woman who is or has been employed as a professional educator at the time of her election. An active member shall participate in the activities of the Society. *Constitution*, Article III, Sec. B. 1

10. B. Collegiate Membership

Collegiate members shall be undergraduate or graduate students who meet the following criteria:

a. Undergraduate student collegiate members shall

(1) be enrolled in an institution offering an education degree and have the intent to continue academically and professionally in the field of education; and

(2) be enrolled within the last two years of their undergraduate education degree.

b. Graduate student collegiate members shall have graduate standing in an

institution offering an education degree and have the intent to continue academically and professionally in the field of education.

When a collegiate member starts her career as a paid educator, she will pay active member dues and become an active member. If a collegiate member does not pursue a career as an educator, her membership will expire upon graduation or withdrawal from the education degree program.

Constitution, Article III, Sec. B. 4;

c. A collegiate member may participate in the activities of the Society except holding office.

d. A collegiate member may serve as parliamentarian since the position of parliamentarian is not an elected office ISR 3.4

10. C. Reserve Membership

Reserve membership shall be granted only to a member who is unable to participate fully in the activities of the chapter because of physical disability and/or geographic location. A reserve member may not hold office. Reserve status shall be granted by a majority vote of the chapter. A reserve member, so requesting, shall be restored to active membership.

10. D. Honorary Membership

An honorary member shall be a woman not eligible for active membership who has rendered notable service to education or to women, and is elected to honorary membership in recognition of such service.

The honorary membership fee shall be forty-nine dollars and 50 cents (\$49.50). 9:02 PM 11/10/14

11. Reinstatement/Transfer

A member requesting reinstatement or transfer through headquarters on the appropriate forms shall be accepted by the receiving chapter.

IV. FINANCES

1. Chapter Dues

Chapter dues for Beta Beta Chapter shall be determined annually by chapter vote at the September meeting. Determination of International dues is detailed in the *Constitution* Article IV. C. and *International Standing Rules* 4.1. Determination of state dues is detailed in the *Gamma State Bylaws* Article IV.A

1. The membership year is July 1-June 30. A member shall pay annual dues and fees no later than June 30 for the following fiscal year. (Proviso: Commencing June 30, 2019)

2. For membership or reinstatement commencing between July 1 and December 31, the member shall pay initiation fee (new member only), dues, and scholarship fee for the current year. For membership commencing on or after January 1, the member shall pay one-half the international membership dues. Chapter and state organization dues may be pro-rated as the chapter/ state organization determines.

3. Immediately thereafter, the state organization and international portions of the dues and fees shall be sent to the state organization treasurer.

4. The international portion of the dues and fees shall be sent between July 1 and September 30.
 5. A member who fails to complete payment of international dues shall be dropped as of October 1.
- Constitution*, Article IV, Sec. C

International active dues shall be forty dollars (U.S. \$40), and international reserve and collegiate dues shall be twenty dollars (U.S. \$20). Beginning in 2012, International active and International reserve and collegiate dues may be adjusted each biennium based on the United States of America Social Security Administration's Cost of Living Adjustment (COLA) average for the previous two (2) years, rounded up to the nearest whole dollar.

ISR 4.0 | Finance—General 4.1 Dues 4.11

2. Assessments and Fees

If the chapter decides by a majority vote of those present to support a specific program or project, the chapter may assess the members' a given amount to support the program or project.

Currently there is a \$5.00 meeting assessment for each meeting except December. This amount is used to defer the expense of each meeting including food, speakers, and gifts. The amount spent on a meeting shall not exceed the amount collected for the meeting. Food expenses shall not exceed 50% of the amount collected. Money not spent on the meeting can be used to support projects.

An active member shall pay an induction fee at the time of induction. Each active and reserve member shall pay a scholarship fee annually. The chapter shall pay a lifetime fee for each honorary member at the time of initiation. *Constitution* Article IV B.

2. Budget

The budget shall be developed by the finance committee and shall be presented in the September meeting to the membership for changes, additions, deletions, and approval. Budget approval will be by a majority vote of those voting members present.

Expenses approved in the budget shall be paid upon the presentation of a claim made on the chapter-approved form. All claims must be approved by the president before being paid by the treasurer. All claims are filed and kept seven (7) years. The Treasurer shall make a written and oral report at each chapter meeting.

The chapter shall pay the following expenses:

a. State Conference:

Pay registration for all officers and committee chairpersons. Pay one (1) shared hotel room, and conference meals for the president and first vice-president or their designees. Pay mileage for one car at twenty-five cents (.25) per mile

b. Oklahoma State Organization Convention:

Pay one (1) shared hotel room, and convention meals for the president and first vice-president or their designees. Pay mileage for one car @ \$.25 per mile. Pay registration for all officers and committee chairmen.

c. International Conference:

The president will be paid for airfare or mileage, one (1) hotel room (conference dates only), registration, and conference meals. Other elected officers will receive up to \$300.00 for same expenses as the president. In the event the president is unable to attend, one of the remaining officers will be given the opportunity to attend in her place. This opportunity will be given in the following order: first vice-president, second vice-president, recording secretary, corresponding secretary, treasurer, parliamentarian, and web master. If an officer cannot attend in place of the president, the amount of money for the air fare/mileage, hotel room, and registration shall be divided among members who do attend.

- d. **International Convention:** The president will be paid for air fare or mileage, one (1) hotel room (convention dates only), registration, and convention meals. In the event the president is unable to attend, one of the remaining officers will be given the opportunity to attend in her place. This opportunity will be given in the following order: first vice-president, second vice-president, recording secretary, corresponding secretary, treasurer, parliamentarian, and web master. If an officer cannot attend in place of the president, the amount of money for the air fare/mileage, hotel room, and registration shall be divided among members who do attend.
- e. The treasurer's annual dues will be paid.
- f. The web master's annual dues will be paid

3. Non-dues Revenue

Non-dues revenue activities will be determined by the chapter at the September meeting. At this time, current activities can be dropped or amended. New activities can be added. The proceeds of each activity will be assigned to a designated chapter project or the scholarship fund.

The project committee will be responsible for managing the designated non-dues revenue activities which will be held during the year.

Non-dues revenue can also include bequests to the chapter.

4. Condolences

A single red rose will be taken if possible, otherwise sent, to Beta Beta members who are hospitalized. A single red rose will be presented to the family at the time of death of a Beta Beta chapter member. In the event of the death of an immediate family member, a single red rose will be presented to the Beta Beta member. The cost of the rose will be paid from the chapter treasury.

5. Audit

An ad hoc committee consisting of three (3) chapter members and the immediate past president will be appointed by the president to audit the financial books of the chapter. The treasurer will be a consultant to the committee. The audit will occur biennially in June of even-numbered years. The committee will present their report at the first meeting in the fall.

V. ORGANIZATION

1. Expansion

The organization of a new chapter expanding from Beta Beta shall be considered when chapter membership in conjunction with the Oklahoma State Organization Membership Committee decides that expansion is advisable. The organization of any new chapter formed will be guided by *Constitution* Article V.B. and *Oklahoma State Organization* Article V.B

2. Coordinating Council

If one exists, Beta Beta Chapter shall be represented at the coordinating council by the chapter president and at least one (1) other chapter member. *International Standing Rules* 5.12

3. Chapter Rules

Beta Beta Chapter shall have chapter rules which are consistent with the *Constitution*, the *International Standing Rules*, the *Oklahoma State Organization Bylaws* and *Oklahoma State Organization Standing Rules*

VI. OFFICERS

1. Chapter Officers

Beta Beta Chapter elected officers shall be president, first vice-president, second vice-president, recording secretary, and corresponding secretary. A treasurer shall be selected by the executive board. The parliamentarian shall be a member of the Society and shall be appointed by the president. The web master shall be appointed by the president.

The chapter officers, except the treasurer and web master, shall be elected in even-numbered years by a majority vote. The term of each elected officer shall be two (2) years or until a successor is named. No officer, except the treasurer, may serve in the office longer than two (2) successive terms. *Oklahoma State Organization Bylaws Article VI.A*

2. Duties of Officers

The **president** shall

- act as presiding officer at regular and called meetings and direct the activities of the chapter;
- act as chairman of the executive board;
- appoint standing and special committees (e.g. Ad Hoc, Task Force);
- serve as member ex officio, with vote, on all committees except nomination. As an ex-officio member of a committee, the president has the same right as the other committee members, but is not obligated to attend the meetings of the committees;
- approve or disapprove for payment all expense claims;
- approve or disapprove publications;
- fill by appointment all vacancies in office except 1st vice-president
- take action, with the advice and approval of the executive board, on matters which cannot be deferred until the next meeting; and execute with the treasurer legal documents pertaining to Beta Beta Chapter. (*Gamma State Bylaws, Article VII.C.2; Constitution VI.C.1.a*)

The **first vice-president** shall

- serve as presiding officer in the absence of the president;
- in the event of the resignation or death of the president, succeed to the presidency and serve until the next regular election of officers;
- perform such other duties as the president or the executive board shall assign to her; and
- serve as the chairman of the educational excellence committee.
- *Constitution, Article VI.C.2.a; Oklahoma State Organization Article VI.C.1.b.*

The **second vice-president** shall

- serve as chairman of the membership committee;
- plan and conduct a necrology ceremony to remember and honor deceased chapter members at the appropriate chapter meeting
- serve as presiding officer in the absence of both the president and the first vice-president;
- act in the place of the first vice-president when the need arises;
- perform such other duties as the president or the executive board shall assign to her; and
- in the event of the resignation or death of either the president or the first vice-president, succeed to the office of first vice-president and serve until the next regular election of officers. (*Constitution VI.C.2.b*)

The **recording secretary** shall

- keep minutes of each meeting of the chapter and furnish the president with a copy of such minutes;
- serve as secretary to the executive board; and
- perform such other duties as the president or the executive board shall assign to her. (*Constitution*

VI.C.7)

The **corresponding secretary** shall carry on such correspondence as may be delegated to her by the president. (*Constitution VI.C.7*)

The **parliamentarian** shall

- act as advisor to the officers and the members of the chapter in matters pertaining to interpretation of the *Constitution, International Standing Rules, Oklahoma State Organization Bylaws, Oklahoma State Organization Standing Rules*, and parliamentary procedure; and
- serve as a member ex-officio, without vote, on the executive board. (*Constitution VI.C.10.a*)

The **treasurer** shall

- receive and pay out all monies belonging to the chapter;
- keep an accurate account of receipts and expenditures
- keep a file of receipts, bills, canceled checks, and bank statements;
- present a written and oral report at each regular meeting;
- file required tax reports;
- submit for annual audit the accounts of the chapter;
- serve as an ex-officio member, without vote, on the Executive Board.
- serve ex-officio in the process of budget development and supervision of finances. (*Constitution Article VI.C.9.a*).
- order key pins and president's pin so they will be available at the time of initiation/installation.

3. Slate of Officers, Election, and Installation

The slate of officers with the name of one nominee for each elective office and the names of the proposed nominations committee shall be presented by the nominations committee, which is elected according to the same procedures used for election of officers. The nominations committee must have the consent of each nominee.

The slate shall be presented at the December chapter meeting of the second year of the biennium. In the first monthly meeting of the new calendar year, nominations from the floor will be accepted, and the vote will be taken by ballot. Election is by majority vote. The nominations committee shall prepare the ballot, conduct the election, and tally the votes.

The nominations committee and the president are responsible for the installation of officers. The installation will be held at the meeting following their election. These officers will assume office on July 1 of the even-numbered years.

In the event that a member holding an elective or appointed position in Beta Beta Chapter is unable to perform her duties, the position shall be declared vacant by the president and a successor named by the president. *Constitution Article VI.E.2*

VII. EXECUTIVE BOARD

1. Membership

The Executive Board shall consist of the elected officers and immediate past president. The treasurer shall be an ex-officio member with vote and the parliamentarian shall be an ex-officio member without vote. The chairmen of all standing committees shall be voting members.

2. Meetings

The Executive Board shall meet at least two times each year upon the call of the president. The president may call a meeting of the executive board at any time one is needed.

During the first year of the biennium, a meeting shall be held to acquaint each person with her duties and to make plans for programs and activities of the coming year.

During the second year of the biennium, at least one planning meeting shall be held. A second meeting shall be held to give out report forms and to organize reports that are to be sent to International and State.

A quorum would be a majority of the voting members registered for the meeting. No vote shall take place with less than 30% of active membership in attendance.

The chapter executive board may meet through electronic communication as long as all the members may simultaneously hear one another and participate during the meeting. *Constitution* Article IX.A.2.

VIII. COMMITTEES

1. Standing Committees

Beta Beta Chapter shall have the following committees:

2. Society Business---Society Mission and Purposes---Beta Beta (local)

Communications & Publicity	Chapter Projects	Finance
Educational Excellence	Chapter Rules	Membership
Scholarship	Historian/Scrapbook	Nominations
World Fellowship	U.S. Forum	Yearbook

Other committees of Beta Beta Chapter shall be appointed as necessary.

3. Committee Responsibilities

Chapter Projects Committee

The chapter projects committee shall be responsible for the following:

- recommend chapter projects to the chapter; and
- manage the designated non-dues revenue activities.

Chapter Rules Committee

The parliamentarian should be a non-voting member of the chapter rules committee. The chapter rules committee shall be responsible for the following:

- review the *Beta Beta Chapter Rules* at the beginning of each biennium to insure they are current with the *Constitution*, the *International Standing Rules*, the *Oklahoma State Organization Bylaws* and the *Oklahoma State Organization Standing Rules*;
- when amendments to the chapter rules are adopted, the committee shall make editorial changes in grammar and referencing to reflect the vote;
- submit a copy of the chapter rules in December of the year following the international convention for committee review by the Gamma State Bylaws and Standing Rules committee to determine compatibility with the *Constitution*, the *International Standing Rules*, the *Oklahoma State Organization Bylaws* and the *Oklahoma State Organization Standing Rules*;

Communication and Publicity Committee

The webmaster should be an ex-officio member of this committee.

The communication and publicity committee shall be responsible for the following:

- promote the use of the publications of the Society;
- submit news for publication in *The Limelighter*;
- create and publish the Beta Beta Buzz chapter newsletter on the chapter Web site;
- submit the appropriate copies of the newsletter for participation in the Oklahoma State

Organization newsletter competition; and submit to the local newspaper, articles about Beta Beta activities that would be of interest to the community.

Educational Excellence Committee

The first vice-president shall be the chairman of this committee. Because of the wide scope of this committee, there should be enough members to complete its duties.

The educational excellence committee shall be responsible for the following:

- provide chapter programs and projects for excellence in education;
- support programs of action that promote the personal well-being intellectual growth, and global awareness of women educators;
- provide chapter programs that promote professional growth of women educators;
- provide chapter programs and projects that focus upon topics adopted by the Society;
- inform chapter members about professional issues;
- inform chapter members about legislation or other suitable endeavors in the interest of education and/or women educators;
- encourage a focus on the arts at chapter meetings;
- encourage members to become leaders;
- attend state and international meetings and workshops that will help committee members fulfill their commitment;
- encourage members to develop a greater understanding of and cooperation among cultural groups within the community;
- participate in research with international projects;
- promote the use of music at chapter meetings to increase appreciation and fellowship; and
- submit appropriate chapter programs to Gamma State for participation in the Annie Award.

Finance Committee

In the event that the treasurer cannot fulfill her duties, the finance committee chairman will become the interim treasurer until a new treasurer can be appointed.

The chairman of the finance committee, the president, and the treasurer will have signature privileges on the checking account.

The committee will consist of at least six (6) members including the president, treasurer (ex-officio member), and the immediate past president.

The finance committee shall be responsible for the following:

- prepare and present a budget for review, modification, and adoption by the executive board;
- provide for an annual audit;
- evaluate biennially, with the president, the performance of the chapter treasurer;
- recommend to the president a person for the position of chapter treasurer at the close of each biennium; and
- the finance committee chairman, along with the president and treasurer, will sign signature cards at the bank in which chapter funds are deposited.

Historian/Scrapbook Committee

The historian/scrapbook committee shall be responsible for the following:

- gather articles, pictures, items of historical significance to the chapter;
- create and maintain a scrapbook as a memory of the biennium; and
- at the end of the biennium, present the outgoing president with the scrapbook.

Membership Committee

The second vice-president shall be the chairman of the membership committee.

The membership committee shall be responsible for the following:

- prepare the biennial membership report;
- report deaths of members to the state membership committee in a timely manner;
- prepare a chapter memorial service when needed;
- encourage attendance at the state memorial service during the state convention and leadership conference;
- evaluate recommendations of persons proposed for chapter honorary membership;
- study and make recommendations related to chapter membership problems; and
- evaluate and report to the president biennially the possible need of expansion;

Nominations Committee

The Nominations committee shall be composed of three members. The names of the nominations committee shall be presented by the nominations committee for consideration of the membership and elected according to the same procedures used for election of officers. Members of the nominations committee are not eligible to be nominated for an office while they are still on the nominations committee.

The nominations committee shall be responsible for the following:

- in the second year of the biennium, prepare a slate of officers and names for the elected nominations committee by the December meeting;
- obtain permission from those who will be presented on the slate;
- prepare the ballots, conduct the election, and tally the votes; and
- assume responsibility along with the president for the installation of officers.

Scholarship Committee

The treasurer shall serve as an ex-officio member without vote on this committee.

The scholarship committee shall be responsible for the following:

- promote and publicize the scholarships available from Beta Beta Chapter, Oklahoma State Organization, and the Society.
- Select the recipients for scholarships available from Beta Beta Chapter; and
- Approve payment of scholarship when criteria have been met.

U.S. Forum Committee

The U.S. Forum committee shall be responsible for providing the Beta Beta Chapter members with information concerning U.S. Forum activities and meetings such as the National Legislative Seminar in Washington D.C. and encourage awareness of legislative activities and issues.

World Fellowship Committee

The world fellowship committee shall be responsible for promoting the world fellowship program.

Yearbook Committee

The yearbook committee shall be responsible for gathering the information for and creating and printing the annual yearbook in time for the first meeting in the fall.

4. Special or Ad Hoc Committees

If need arises for a special or ad hoc committee, such a committee shall be appointed by the president with the approval of the executive board.

IX. MEETINGS

1. Regular Meetings

- a. Meeting days and times shall be determined by the educational excellence committee and shall be printed in the yearbook. Regular meetings of chapters shall be held at least four (4) times per year.
- b. All members being notified, chapter meetings may be face-to-face, through electronic communications, or through a combination of the two, as long as members present may simultaneously hear one another and participate during the meeting.
- c. A quorum for chapter business shall be determined by the chapter.
- d. All members being notified, matters requiring immediate chapter action may be voted upon by mail (postal or electronic) that provides a valid receipt of each responding chapter member's vote. A majority vote of chapter members shall be required for action.
- e. Ratification of all voting by mail (postal or electronic) must be made at the next face-to-face meeting of the chapter.
- f. There shall be no proxy voting.

1. Member Responsibilities

It is the member's responsibility to give a monthly regret to the treasurer or her designee. Only members who live outside of Canadian County or the greater Oklahoma City area, and active members who become medically unable to attend will be allowed to regret for the entire year. Members should refer to their Beta Beta yearbook, newsletter, or Web site for meeting dates and times. It will be the president's option to request a special calling of the members for a meeting.

2. Quorum

A quorum would be a majority of the voting members registered for the meeting. No vote shall take place with less than 30% of active membership in attendance.

3. Absences and Prior Notice

Prior notice of an absence helps the hostesses more accurately determine refreshment needs.

4. Guests

Only members of the Society shall be present at a business meeting in which prospective members are recommended, voted on, or initiation is conducted. Guests are welcome for the programs and meals or refreshments. Please notify the treasurer if you are bringing a guest. This should be done at least three days prior to the meeting to help hostesses plan.

X. SCHOLARSHIPS

1. Scholarship

Funds. The Scholarship Fund – The scholarship fee paid by a member shall be divided as follows: (1) one hundred percent (100%) to the state organization fund if the chapter does not maintain a chapter scholarship fund or twenty percent (20%) to the state organization fund if the chapter does maintain a chapter scholarship fund (2) eighty percent (80%) retained by the chapter having a chapter scholarship fund.

Constitution, Article IV, Sec. F. 2. b

In 1983 Beta Beta Chapter voted to become a scholarship chapter. It was decided:

- a. The scholarship committee chairman will announce in September of each year the number and the amount of the scholarships.
- b. There will be an announcement at each meeting that applications are available.
- c. Scholarships will be awarded when applications are completed and approved by the scholarship committee.
- d. Monies for the scholarships will come from a portion of the chapter dues, scholarship fee, contributions, bequests and non-dues revenue activities as provided by Article IV, Section four (4) of the chapter rules.

2. Guidelines

Guidelines for scholarship applications shall be recommended by the scholarship committee and voted on by the membership and published in the yearbook.

XI. COMMUNICATION AND PUBLICATIONS

All chapter newsletters shall be prepared and posted on the Beta Beta Web site and emailed at the discretion of the Executive Board.

The chapter may establish and maintain various types of electronic communications to facilitate meetings and to communicate with members.

Constitution Article XII.E

XII. DISSOLUTION

Chapter

The state president shall counsel with a chapter requesting dissolution concerning alternatives to such action. If chapter members vote to dissolve, the procedure shall be in compliance with the current *Constitution* and *Gamma State Bylaws* as follows:

- a. Before a chapter is dissolved, the approval of the state executive board must be obtained.
- b. Careful consideration shall be given to the manner in which those desiring to maintain membership transfer to other chapters. International procedures must be followed.
- c. Any remaining funds in the chapter account shall be sent to the state treasurer for state or international projects.
- d. The chapter's paraphernalia, the Society publications, and the chapter records shall be retained the state archives and made available for use.
- e. The charter must be returned to the state to be forwarded to the International Headquarters.
- f. The state executive board shall decide whether the Greek name shall be reused or not.

All liabilities and obligations shall be paid and satisfied or adequate provision shall be made therefore. All assets and property remaining after cost and expenses of dissolution shall be handled in compliance with Oklahoma State Organization Bylaws.

XIII. AMENDMENTS

1. Additions/Changes/Deletions

Additions and deletions may be made to *Beta Beta Chapter Rules* by a majority vote of the members present at any regular chapter meeting provided the proposed addition has been presented at the previous meeting.

Changes may be made in *Beta Beta Chapter Rules* by a majority vote of chapter members present at a regular meeting provided the proposed change has been presented at the previous meeting.

Beta Beta Chapter Rules shall be amended automatically by the Chapter Rules Committee to comply with the DKG Constitution and International Standing Rules and the Oklahoma State Organization Bylaws and Standing Rules.

Notice of the automatic amendments shall be published in the chapter newsletter, Beta Beta News, announced at a chapter meeting, and/or placed on the chapter website.