

*Bylaws
Of
UC Irvine Theta Beta Chapter
Order of Omega*



Amended May 3, 2012

**Article 1
Name**

Section 1

The name of this organization shall be the Order of Omega.

Section 2

The Order of Omega is a Leadership Honor Society.

Section 3

Each local unit of The Order shall be called a chapter.

**Article II
Affiliation**

Section 1

The chapter is affiliated with the National Organization of the Order of Omega

**Article III
Purpose**

Section 1

The purpose of the Order of Omega shall be threefold

- A. First, to recognize those students who have attained a high standard of leadership in inter-Greek activities, to encourage them to continue along this line, and to inspire others to strive for similar conspicuous attainment.
- B. Second, to bring together the most representative fraternity and sorority members, and to create an organization that helps mold the sentiment of the institution on questions of local and intercollegiate affairs.
- C. Third, to bring together members of the faculty, alumni, and student members of the institutions fraternities and sororities on a basis of mutual interest, understanding, and helpfulness.

Article IV Membership

Section 1

The membership of this Order shall be confined to members of Greek-letter social organizations.

Section 2

There shall be four classes of members: first, student; second, faculty; third, alumni, and fourth, honorary.

A. Student members shall be those duly selected to membership as undergraduate students by the executive board and they shall be so designated during the remaining period of their undergraduate, post-baccalaureate, and/or graduate enrollment.

B. Faculty members shall be those members of the faculty or the administrative staff of a collegiate institution selected by the executive board.

C. Alumni members shall be all former student members after their graduation or the termination of their collegiate enrollment.

D. Honorary members shall be any such members selected by the executive board.

Section 3

Membership in The Order of Omega entitles the person elected to the rights and privileges of life membership, except that only active members may vote and hold office in a local chapter.

Section 4

The active membership of the Order shall consist of the student members of the collegiate chapters as hereinafter defined and those members who have been elected to offices in the national organization.

Section 5

The total number of faculty and alumni members shall not exceed forty percent (40%) of the membership of the chapter.

Section 6

Transfer members may affiliate or be eligible for selection to membership according to the following:

A. Initiated transfer students shall be affiliated with the Order of Omega chapter at the campus which they transferred at the discretion of that chapter. It is recommended that the chapter verify membership with the National Office of the Order of Omega.

B. A student transferring from another institution shall be eligible for selection to membership in The Order of Omega. Such transfer students are subject to the eligibility requirements as defined in Article V.

Section 7

Chapters may select into membership a student who was initiated into a Greek organization at another institution that is not represented at the campus to which he/she has transferred. It is recommended that verification of the affiliation be confirmed with the National Office of the fraternity or sorority. In the case of

membership in a local Greek organization, the membership should be verified with the Greek Advisor at the student's former institution.

Section 8

Should a student's fraternal organization close or lose official institution recognition, the student may be eligible for membership or may maintain membership in The Order of Omega as long as eligibility requirements of Article V are met.

Section 9

- A. A total \$100 fee shall be collected from the following categories of members: students, faculty, and alumni.
 - a. From this there is a one-time national initiation fee of \$40.00. This shall include the national pin and certificate. This fee should be sent with the form provided by the national office at least four (4) weeks before the date of initiation.
 - b. The remaining \$60.00 shall be given to the chapter
- B. The honorary members may be initiated for a \$10.00 fee.

Article V Eligibility

Section 1

The qualifications for membership in The Order shall be character, scholarship and intelligence, service and leadership in the inter-Greek affairs of their institutions.

Section 2

Exemplary scholarship shall be the primary consideration for membership in this Order.

Section 3

To be eligible for membership in The Order of Omega, a student shall meet the following minimum requirements:

- A. One full academic year of residence in the institution where elected
- B. Junior or Senior (undergraduate) standing
- C. Rank academically above the all-Greek system average (combined fraternity and sorority). If the all-Greek average is less than the minimum requirement for graduation, that chapter shall be denied initiation privileges until such time as it has maintained this minimum academic requirement.
- D. Be in good standing with the fraternal organization.

Section 4

In the selection of student members, the complete collegiate record of each candidate (both in and out of the local institution as far as possible, including also their record in other institutions attended) shall be obtained and classified into the following heads or groups.

- A. Scholarship
- B. Leadership in Greek Chapter & Community
- C. Service to the local community.

Article VI

Selection of Members

Section 1

The selection of new members shall occur as follows:

- A. The Executive Board shall select those applicants to be admitted into the Order of Omega.
- B. There must be at least 3 Executive Officers present at the applicant selection.
- C. One of those officers must be the Secretary.
- D. Fees can be waived by a unanimous vote of the Executive Council if an applicant has extreme financial hardship.
- E. Fees can be waived if an applicant receives a scholarship to membership for Order of Omega.
- F. Selection shall take place within seven days of receiving applications.
- G. Initiation shall take place within two to four weeks of the selection process after admitted applicants are notified.

Section 2

The number of students selected to membership in any one year may not exceed three percent (3%) of the total number of enrolled full-time Greek undergraduates at the beginning of the academic year on the main campus, or fifteen (15), whichever number is greater.

Article VII Suspension and Expulsion

Section 1

Any member convicted by the chapter to which they belong of conduct unbecoming of The Order shall be dishonorably dismissed, deprived of membership, and required to surrender the pin and certificated; notification of which fact shall be sent to the member in question. Such expulsion must be approved by two thirds (2/3) of the active members of the local chapter in which the proceedings have been initiated and shall be subject to review by the Executive Council before it shall be made finally effective.

Section 2

Members will be given two (2) meeting opportunities per quarter to attend. They must attend one (1) of these such events or submit a reasonable excuse no later than twenty-four (24) hours prior to said event. Failure to do so will result in probation. Continuance of the delinquent behavior will result in the withholding of honor chord privileges. A third quarter of delinquency will result in the commencement of expulsion proceedings.

Section 3

Members receiving a quarter grade point average below a 2.7 for two (2) consecutive quarters shall be asked to resign from Order of Omega. All active members and applicants must sign a Scholarship Release Form for scholastic verification of GPA. Only Order of Omega President and Vice-President will be permitted to view this information

Section 4

Resignation or expulsion from a fraternal organization shall be subject to termination of membership in The Order of Omega. Such expulsion shall be subject to review by the Executive Council.

Article VII Officers

Section 1

The chapter officers shall be as follows:

- A. President
- B. Vice-President
- C. Secretary
- D. Treasurer
- E. Events Chair
- F. Scholarship Chair

Section 2

The term of office for each executive board officer shall be approximately one year.

Section 3

Election of officers shall be as follows

A. The Elections of the Executive Council and the Board of Directors shall be at the first meeting of Winter Quarter.

B. Requirement for an Elected Officer:

- a. Must be an undergraduate member of The Order of Omega from a fraternity or sorority recognized by The University of California, Irvine.

C. Requirements for Election

- a. Must have quorum (50%+1 of total membership). In the event that quorum cannot be achieved, the election may continued provided that:

- 1. Active voting members were given a minimum of one (1) week notice of the election meeting.
- 2. All current executive board officers are present.

D. Election Process

- a. The order of the elections shall be as follows:

- 1. President
- 2. Vice-President
- 3. Secretary
- 4. Treasurer
- 5. Events Chair
- 6. Scholarship Chair

b. Each candidate must be nominated, seconded, and accept the nomination.

c. Each candidate shall be allowed to make a speech.

d. The active voting membership shall be allowed to have a 5 minute discussion about the candidates.

e. Voting shall be done by secret ballot

f. Ballots are recorded by Secretary

g. Results are announced after each election.

h. To prevent a tie, the Vice-President, Secretary, and Treasurer shall each cast their vote for each office. The three (3) votes shall be held by the President. In the event of an election tie, the

President shall take the final three votes into account for the total. The President shall have no vote in the election of officers.

Article VIII

List of Officers and their Duties

Section 1 Executive Officers

A. President

- a. Have overall responsibility for the operation of The Order of Omega
- b. Call and preside at regular and special meetings of The Order of Omega
- c. Call and preside at all meetings of The Order of Omega Executive Board
- d. Review, approve, and sign all Order of Omega checks and contracts involving the chapter
- e. Serve as an ex-officio member of all Order of Omega Committees with voice but not vote.
- f. Reports as required to the National Order of Omega
- g. Maintains a complete and up-to-date President's file which will include a copy of the Order of Omega Constitution and Bylaws, the current Order of Omega Budget, current amendments and materials received from the National Order of Omega.
- h. Keep in regular contact with the Order of Omega chapter advisor.
- i. Plan and execute Order of Omega's annual Greek Awards.
- j. Perform all other duties usually pertaining to this office

B. Vice-President

- a. Supervise annual revisions to Bylaws.
- b. Be responsible for the coordination of all membership recruiting activities according to the national constitution.
- c. Train membership about proper selection procedures and how to obtain the most diverse membership pool.
- d. Perform the duties of the President in his/her absence, inability to serve, or at his/her call.
- e. Assist the President in the planning and execution of Order of Omega's annual Greek Awards.

C. Recording Secretary

- a. Be responsible for all initiation materials per The Order of Omega rituals and policies.
- b. Keep all initiation paraphernalia in proper condition.
- c. Keep an up-to-date roster of the members of The Order of Omega and call roll at all meetings.
- d. Keep current statistics concerning the number of initiated members and honorary members and their respective member fraternities.
- e. Keep minutes of all meetings of The Order of Omega and a record of all action taken by the Executive Board.
- f. Be responsible for the official correspondence of The Order of Omega unless provided for otherwise.
- g. Sign the Order of Omega contracts when authorized to do so.
- h. Keep the National Order of Omega informed on all membership changes.
- i. Assist the President in the planning and execution of Order of Omega's annual Greek Awards.

D. Treasurer

- a. Be responsible for the general supervision of the finances of The Order of Omega.
- b. Be responsible for the annual budget for approval by the Executive Board.
- c. Receive all payments due to The Order of Omega, collect all dues and issue receipts.
- d. Be responsible for the prompt payment of all bills of the Theta Beta Chapter of the Order of Omega.
- e. Maintain an up-to-date financial record, give a financial report at each Executive Board meeting of the Order of Omega, and provide an annual report at the close of his/her term of office.

f. Assist the President in the planning and execution of Order of Omega's annual Greek Awards.

E. Events Chair

- a. Be responsible for the development and implementation of special programs and workshops.
- b. Supervise subcommittees with the coordination and implementation of each program.
- c. Keep notebook containing all records and notes pertaining to production of each program sponsored.
- d. Assist the President in the planning and execution of Order of Omega's annual Greek Awards.
- e. Any additional event-related duties as deemed necessary by the Executive Council.

F. Scholarship Chair

- a. Assist the Events Chair in Scholarship-related programming.
- b. Assist the President in the planning and execution of Order of Omega's annual Greek Awards.
- c. Any additional scholastic-related duties as deemed necessary by the Executive Board.

Article IX Advisor

Section 1

The Advisor of the chapter shall be the Greek Advisor of the University of California, Irvine. Additional advisors may be chosen by the Order of Omega Executive Board.

Article X Meetings

Section 1: Executive Board Meetings

The Executive Board shall meet once per week each quarter. To constitute an official meeting, two-thirds (2/3) of the members of the Executive Board must be in attendance.

Section 2: Events

Active members will have at least 2 events per quarter. Events may include but are not limited to Initiation, Greek Awards, member meetings, community service events, or academic and career related programs.

Section 3: Parliamentary Authority

The current edition of *Robert's Rules of Order* shall be the standard for conducting the meeting.

Article XI Amendments

Section 1

Any amendment to these Bylaws shall require for its passage an affirmative vote of two-thirds (2/3) of the combined votes of all active voting members and Executive Board officers.

In the event that two-thirds of all active voting members are not present to vote, the Order of Omega Executive Board will follow the current edition of Robert's Rules of Order to pass amendments to the Bylaws.