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ARTICLE I – NAME

This organization shall be known as Beta Gamma Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated. The Chapter shall be composed of Graduate Sorors as defined by the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Inc.

Article II – PURPOSE

The purpose of Beta Gamma Omega Chapter of Alpha Kappa Alpha Sorority, Inc. is to cultivate and encourage high scholastic standards, to promote unity and friendship among college women, to study and help alleviate problems concerning girls and women in order to improve their social stature, to maintain a progressive interest in college life, and to be of service to all mankind as stated in the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Inc.

ARTICLE III – MEMBERSHIP

An active member shall be a Soror who meets all financial obligations for the current year, of both Beta Gamma Omega Chapter and the Boule. General members, undergraduate Sorors, and inactive Sorors may be invited to attend specific chapter meetings or activities designated by the chapter as a reactivation and/or mentoring incentive; however, blanket participation in chapter business requires chapter membership. (See article XI, Section IV for additional criteria to sponsor)

ARTICLE IV- DUES AND ASSESSMENTS

SECTION I – The fiscal year shall be from January 1 to December 31.

SECTION II – Annual membership dues shall be determined by the Budget and Finance Committee and approved by the chapter. Each member shall pay all regular dues and assessments constituting the Chapter's annual budget, which shall include the cost of one copy of the current Alpha Kappa Alpha Sorority Constitution and Bylaws and the Manual of Standard Procedures, unless a Soror presents her own copies of these documents to the Tamiouchos.

SECTION III - All regular dues, which include the per capita tax and all assessments included in the Chapter’s annual budget (Anti Hazing manual, Constitution & Bylaws, Manual of Standard Procedure) and any financial assessment to the Chapter shall be due no later than the first meeting of the fiscal year or by January 31st of that year (whichever comes first). A payment plan may be established for a given year; however, the deadline for payment of all monies remains the same. A late fee of 10% shall be assessed to Sorors whose membership dues are received after the first meeting of the fiscal year.
Every Soror shall be required to purchase a minimum of one (1) ticket to each chapter fundraising event, regardless of her attendance at the event. This provision shall be inapplicable should the chapter institute an annual fundraising assessment.

A member who does not meet the financial obligations of the Chapter and the national body shall be—inactive.

Any Soror wishing to reactivate and/or transfer into the chapter on or before June 30 of that year shall pay all national dues and assessments as set forth in the current annual budget.

Any Soror wishing to reactivate and/or transfer into the chapter on or after July 1 shall pay all national dues and assessments as set forth in the current annual budget and prorated chapter dues.

SECTION IV – The Basileus and the Tamiouchos shall sign all checks drawn on the Chapter's account. In the absence of the Tamiouchos, the Pecunious Grammateus shall sign checks drawn on the Chapter's account. The signature of the Pecunious Grammateus shall be required on all checks made payable to either the Basileus or the Tamiouchos.

SECTION V - The Tamiouchos and Pecunious Grammateus shall be bonded.

SECTION VI - Chapter Financial Policies

A. The Chapter's checkbook and receipt journal shall be audited twice per year. Audits shall take place within the two months following the end of the audit period. The audit of January through June activity shall be completed no later than August 31 of the current fiscal year. The audit of July through December activity shall be completed no later than February 28 of the next fiscal year.

B. All Sorors submitting receipts for reimbursement of Sorority-related, approved expenses shall secure a voucher from the Pecunious Grammateus or Tamiouchos. The voucher with supporting receipts and/or documents attached must be reviewed and approved by the Basileus and Committee Chair, if applicable, before the Tamiouchos will issue a check for reimbursement.

All expense reimbursement requests should be submitted within thirty (30) days of the actual expenditure. For expenditures dated after the December chapter meeting, Sorors should submit reimbursement requests no later than the first chapter meeting of the following year.

C. A Soror who presents an "insufficient funds" check to the chapter shall be placed on a cash-only basis for a period of two years through which future payments to the chapter shall only be accepted in the form of cash, money order, or cashier's check. Upon replacement of the returned check, the Soror shall also be responsible for all associated bank fees. It shall be the
responsibility of the outgoing Tamiouchos and Pecunious Grammateus to inform the new officers of those Sorors who have been placed on cash-only status.

D. In the unfortunate event that a former or current Supreme Basileus passes away, the chapter is financially responsible for the travel and lodging for the chapter Basileus to attend any memorial or funeral service.

E. When any Soror attends events at the expense of the chapter, the chapter shall only be responsible for that Soror's expenses as designated by the chapter. Sorors, not attending at the chapter's expense but sharing accommodations with that Soror, shall be responsible for their fair share.

ARTICLE V - AMENDING THE CHAPTER BYLAWS

Chapter Bylaws shall not conflict with the Constitution and Bylaws or Manual of Standard Procedures of Alpha Kappa Alpha, Sorority, Incorporated. In case of a conflict, the official documents of Alpha Kappa Alpha, Sorority, Incorporated prevail. Chapter Bylaws shall be amended by the following procedure:

A. Any member(s) or committee(s) wishing to amend the Chapter Bylaws shall forward the proposed change, in writing, to the Constitution/Bylaws Committee for consideration. Within thirty (30) days of receipt of the proposed change, the Committee shall forward said proposal with its recommendation and rationale to the Executive Committee for consideration at the next regular meeting. The first reading and discussion of the proposed amendment shall be held at the next regular chapter meeting.

B. Upon the approval of the Regional Director, the date of the second reading and subsequent voting shall be announced verbally, newsletter, and/or via e-mail.

C. Two-thirds of the total number of votes cast shall be required for the adoption of the proposed amendment. Amendments shall take effect at the close of the chapter meeting when adopted.

ARTICLE VI - MEETINGS

A. Regular meetings shall be held each month at a time approved by the body. Members shall vote to change a scheduled date at any time. Meetings are not held during the months of July and August.

B. Attire for meetings is business casual.
ARTICLE VII - QUORUM

A. In order to conduct business a quorum shall constitute the following persons to be present at regular or called meetings: Basileus; or First Anti-Basileus; two other chapter officers; and one third of the remainder of the active chapter members.

B. A quorum for the Executive Committee shall consist of the Basileus or First Anti-Basileus and four other committee members.

ARTICLE VIII- VOTING

All voting, with the exception of candidates for initiation and bylaws changes, shall be decided by a majority vote. See Article XI, Section VI for Initiation of New Members.

ARTICLE IX OFFICERS

SECTION I – All Officers, except Graduate Advisors, shall attend a certification or workshop (if available) offered at a conference for the position they hold. They would be required to attend the workshop within a year of taking office.

SECTION II - The First Anti-Basileus shall be the Basileus-elect. The Nominating Committee shall determine the minimum requirements for certification as an officer candidate consistent with the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Incorporated.

SECTION III - Officers of this organization shall consist of Basileus, Anti Basileus, Second Anti Basileus, Anti-Grammateus, Tamiouchos, Epistoleus, Pecunious Grammateus, Anti Pecunious Grammateus, Philacter, Ivy Leaf Reporter, Graduate Advisors, Assistant Graduate Advisors and Hodegos. Parliamentarian, Member-at-Large and Membership Chairman are appointed by the Basileus. Officers’ term will be 2 years. Basileus and 1st Anti-Basileus shall serve one term and all other officers and appointed positions shall not serve more than two consecutive terms; there must be a four year break before a member can serve in the same office and position.

SECTION IV- In the case of an unexpired term of the Basileus, the vacancy shall be filled by the First Anti-Basileus for the remainder of the term. In the case of an unexpired term of any other officer, the Basileus shall appoint a member, subject to the approval of the Executive Committee to fill that vacancy for the balance of the term.

SECTION V - The duties and qualifications for officers are as follows:
BASILEUS

Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter for two consecutive years prior to election.
- Must have attended the last Boule, Leadership Conference, Regional Conference, or Area Retreat and have Graduate Advisors certification.

Duties:

- Shall preside at all Chapter meetings.
- Shall be ex-officio member of all committees, except the nominating committee.
- Shall be the chapter delegate to all Sorority conferences or may appoint a designee.
- Shall be the primary custodian of the key to the storage facility and all documents, including the Chapter Charter, contained within.
- Must be bonded (after election)

FIRST ANTI-BASILEUS

Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter for two consecutive years prior to election
- Must have attended the last Boule, Leadership Conference, Regional Conference or Area Retreat, and have Graduate Advisors certification

Duties:

- Shall preside in the absence of the Basileus.
- Shall be chairman of the Program Committee.
- Shall be a member of the Budget and Finance Committee.
- Shall be the secondary custodian of the key to the storage facility and all documents contained within.
- Must be bonded (after election)

SECOND ANTI-BASILEUS

Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter for two consecutive years prior to election
- Must have attended the last Boule, Leadership Conference, Regional Conference or Area Retreat

Revised 1/24/2015
Duties:

- Shall preside in the absence of the Basileus and First Anti-Basileus.
- Shall be the chairman of the Fundraising Committee.
- Shall be a member of the Budget and Finance Committee

GRAMMATEUS

Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter for two consecutive years prior to election.
- Must have attended the last Boule, Regional Conference, or Area Retreat.
- Must be bonded (after election)

Duties:

- Shall maintain accurate records of all chapter proceedings.
- Shall maintain an alphabetical roster of active members.
- Shall assist the Basileus in agenda preparation and in establishing the presence of a quorum.
- Shall record minutes of all Executive Committee meetings.
- Perform other duties requested by the Basileus.
ANTI-GRAMMATEUS
Qualifications:

➢ Must be an active and financial member of Beta Gamma Omega Chapter.

Duties:

➢ Shall serve in the absence of the Grammateus.

PECUNIOUS GRAMMATEUS
Qualifications:

➢ Must be an active and financial member of Beta Gamma Omega Chapter for two consecutive years prior to election.
➢ Must have attended the last Boule, Regional Conference, or Area Retreat.
➢ Must be bonded (after election).

Duties:

➢ Shall receive and record all funds for the chapter.
➢ Shall submit all funds received to the Tamiouchos with a statement indicating the source of all funds.
➢ Shall maintain a Cash Receipt Journal recording all income received by source.
➢ Shall provide to the Grammateus and maintain a current alphabetical list of financial members.
➢ Shall sign vouchers along with the Basileus or other designated officer.
➢ Shall serve on the Budget and Finance Committee.
➢ Shall be authorized to sign checks in the absence of the Basileus or Tamiouchos and shall sign checks along with the Basileus for payment to the Tamiouchos and shall sign checks along with the Tamiouchos for payment to the Basileus.

ANTI PECUNIOUS GRAMMATEUS
Qualifications:

➢ Must be an active and financial member of BGO for two consecutive years prior to election.
➢ Must have attended a Boule, Regional Conference or Area Retreat within the last two years. (Only qualification that's slightly different)
➢ Must be bonded (after election).

Duties:

➢ Shall serve in the absence of the Pecunious Grammateus.
➢ Shall assist the Pecunious Grammateus during events
TAMIOUCHOS
Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter for two consecutive years prior to election.
- Must have attended the last Boule, Regional Conference, or Area Retreat.
- Must have served as member of the Budget and Finance Committee for the preceding year.
- Must be bonded (after election).

Duties:

- Shall serve as the chair of the Budget and Finance Committee
- Shall pay all authorized Sorority expenses.
- Shall receive all funds from Pecunious Grammateus and deposit said funds in chapter bank account.
- Shall accept vouchers for purchases authorized by the Chapter and signed by the Basileus and Pecunious Grammateus. Shall pay all expenditures in full by way of debit card or check signed by herself and the Basileus, and in certain circumstances, the Pecunious Grammateus or the Grammateus. Shall present a monthly bank reconciliation for all chapter accounts.
- Shall give an annual report on the state of chapter finances by March 31.

EPISTOLEUS
Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter.

Duties:

- Must notify members of meetings.
- Generate correspondence as directed by the Basileus.
- Maintain a correspondence file.
- Read all correspondence (or a recap) to the chapter.
- Must implement the phone tree when notified by the Basileus.
- Shall compile and distribute the chapter’s membership directory to all financially active members.
- Shall maintain updated contact information concerning financially active members of the chapter.

PARLIAMENTARIAN (Appointed by Basileus)
Qualifications:

- Must be competent and experienced in parliamentary procedure.
Must have attended at least one Boule, Regional Conference, or Area Retreat over the past two years.

Duties:

- Interpret policies and procedures of the chapter, the Constitution and Bylaws, Manual of Standard Procedure, and all other official documents issued by the Corporate Office of Alpha Kappa Alpha Sorority, Inc.
- Enforce parliamentary requirements.
- Serve as chairman of the Constitution/Bylaws Committee.
- Give advice to the Chair as necessary.
- Call any error in proceedings that may affect the substantive rights of any Soror.
- See to it that no procedural details are overlooked.

IVY LEAF REPORTER

Qualifications:

- Must have attended at least one Boule, Regional Conference, or Area Retreat over the past two years.

Duties:

- Provide information about the chapter and its activities in the most acceptable form and with the highest quality appearance for editorial and media use.
- Recognize which information about the chapter has "news value".
- Promote the activities of the chapter on behalf of those programs or projects that the chapter is presently engaged in or plans to implement through previously established media and community contacts.
- Send news releases to all news media: Ivy Leaf, newspapers, radio and television stations (if applicable).
- Attend all key meetings and programs (or send her designee).
- Conduct an annual public relations workshop to get the entire chapter involved in covering areas of discussion such as how public relations work and how public relations cuts across every phase of an organization’s functioning.
- Arrange for photographs to be made of major activities.
- Serve as chairman of the Public Relations Committee (if applicable).
- Serve as a member of the Central Region Archives Committee
- Preserve all chapter memorabilia and maintain the chapter scrapbook.
HODEGOS
Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter

Duties:

- Shall serve as Protocol Chair
- Receive and introduce visitors.
- Take care of all courtesies such as purchasing gifts; sending cards/flowers/telegrams; and recognizing marriages/births/promotions/retirements.
- Serve as chair of the Hospitality Committee.
- Assist Basileus with Ivy Beyond the Wall ceremony and arrangements.

PHILACTER
Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter

Duties:

- Guard doors and announce all alarms.
- Check credentials or eligibility of Sorors arriving late.
- Deny entrance to unauthorized persons.
- Assist in maintaining order, upon request of Basileus collect fines according to policy set by chapter.

GRADUATE ADVISORS
Qualifications:

- Must have attended at least one Boule, Regional Conference, or Leadership Seminar in the past three years.
- Must be certified via the Graduate Advisors' Training Institute and recertified every three years.
- Must have two years of active membership in Chapter, signed affidavit of no unlawful activities, and has her undergraduate degree for at least five years.
- Must have demonstrated leadership skills and possess human relations and problem solving skills.
- Must be interested in working with undergraduate Sorors.
- Must have a workable knowledge of the current edition of the Constitution and Bylaws, the Manual of Standard Procedure, and the Chapter Bylaws.
Must be thoroughly familiar with the National Program of Alpha Kappa Alpha Sorority, Incorporated.
Must be bonded under Undergraduate Chapter’s bond insurance.

Duties:

- Supervise all undergraduate chapter meetings and functions; membership intake activities, public programs, and the operation of the undergraduate chapter.
- Coordinate the mentor’s program (graduates Sorors assigned undergraduates)
- Keep the lines of communication open between the undergraduate chapter and the graduate chapter.
- Read, study, and approve all reports and correspondence going out from the chapter (sign forms where indicated).
- Make sure the chapter conforms to the approved membership intake budget and activities as developed by the Membership Committee.
- Submit reports and materials to Regional Director and/or Corporate Office on time.
- Encourage undergraduate chapter members to attend meetings and conferences.
- Attend meetings, conferences, and workshops related to the supervision of the undergraduate chapter.
- Countersigns undergraduate chapter checks.
- Participate on Graduate Advisors Council if appointed by Basileus.

ASSISTANT GRADUATE ADVISORS

Qualifications:

- Must have attended one of the last two Boules or Regional Conference.
- Must be certified by the Directorate approved Graduate Advisor Certification Program. Must have two years of active membership in Chapter and signed affidavit of no unlawful activities, must have never been suspended for hazing.
- Must have demonstrated leadership skills and possess human relations and problem-solving skills.
- Must be interested in working with undergraduate Sorors.
- Must have a workable knowledge of the revised edition of the Constitution and Bylaws, the Manual of Standard Procedure, and the Chapter Bylaws.
- Must be thoroughly familiar with the National Program of Alpha Kappa Alpha Sorority, Incorporated.
- Must be bonded under Undergraduate Chapter’s bond insurance.

Duties: In the absence of the Graduate Advisor:

- Supervise all undergraduate chapter meetings and functions; membership intake activities, public programs, and the operation of the undergraduate chapter.
Coordinate the mentor's program (graduates Sorors assigned undergraduates).

Keep the lines of communication open between the undergraduate chapter and the graduate chapter.

Read, study, and approve all reports and correspondence going out from the chapter (sign forms where indicated).

Make sure the chapter conforms to the approved membership intake budget and activities as developed by the Membership Committee.

Submit reports and materials to Regional Director and/or Corporate Office on time.

Encourage chapter members to attend meetings and conferences.

Attend meetings, conferences, and workshops related to the supervision of the undergraduate chapter.

Countersigns undergraduate chapter checks.

Serve on Graduate Advisors Council if appointed by Basileus.

**GRADUATE ADVISORS COUNCIL**

The Graduate Advisors’ Council shall consist of Sorors who are certified by the Alpha Kappa Alpha Sorority, Incorporated’s Graduate Advisors Certification Program and have met all other criteria set forth to serve as a Graduate Advisor. Members of the committee are appointed by the Beta Gamma Omega Basileus. The Chairman of the committee must have been a Graduate Advisor during the past 4 years.
MEMBERSHIP CHAIRMAN (Appointed by Basileus)

Qualifications:

- Must be a certified graduate advisor
- Must have attended at least one Boule, Regional Conference, or Area Retreat over the past two years.
- Must have a working knowledge of the current edition of the Constitution and Bylaws, the Manual of Standard Procedure, the Chapter Bylaws, the Anti-Hazing Handbook, and the Membership Intake Manual.

Duties:
- Shall serve as Membership Chair
- Organize and supervise all membership intake activities.
- Organize programs and/or activities to encourage reactivation of Sorors.
- Assist Graduate Co-Advisors with transfer process for graduating Sorors.
- Encourage chapter members to attend meetings and conferences.

MEMBER-AT-LARGE (Appointed by Basileus)

Qualifications:

- Must be an active and financial member of Beta Gamma Omega Chapter.

Duties:
- Shall serve as the chair of the Standards Committee.
- Shall serve as the liaison between the Executive Committee and the Chapter Membership.

SECTION V - It shall be the duty of each officer to deliver to her successor all files, supplies, and other materials in her possession by the first meeting of the current fiscal year. The Chapter’s Audit Committee shall conduct an audit of financial documents prior to the transfer of the records. It is the responsibility of the outgoing officers to complete the End of the Year report.

SECTION VI – The Basileus (and outgoing officers) shall coordinate training for all new officers.

SECTION VII - No member shall hold more than one office at any given time unless there are no other qualified sorors to hold that office.
ARTICLE X - COMMITTEES

SECTION I - Standing committees include the following:

A. The Budget and Finance Committee, chaired by the Tamiouchos, shall develop and supervise the operation of the annual budget of the chapter and provide support for any current fundraising drive. The committee shall meet as needed, but no less than twice per year. The First Anti-Basileus and the Second Anti-Basileus shall serve as members of this committee.

B. During an election year, the Nominating Committee shall prepare an official slate of nominees to be presented to the chapter at the October meeting. The chapter shall elect the five members of the Nominating Committee biennially in November. The chairman shall be appointed by the Basileus from among the elected members of the committee. The Nominating Committee shall determine the minimum requirements for officer certification.

C. The Standards Committee shall be responsible for evaluating the chapter's programs and activities; and submitting copies of the evaluation to the International Office, International Standards Committee, Regional Director, and two copies for Chapter files. The Standards Committee, along with the Basileus, shall plan and conduct the officer's training workshop(s).

D. The Membership Committee shall seek to identify the unaffiliated Sorors in the community and invite them to affiliate with the chapter. The Membership Committee shall also recommend strategies for recruitment, retention, and reactivation of Sorors. This committee will be responsible for initiation of new members in accordance with the Membership Intake Manual and the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Incorporated. This committee will coordinate orientation of current chapter operations and programs for reactivating Sorors.

E. The Constitution/Bylaws Committee shall propose needed changes to the Constitution and Bylaws, carefully examine all proposed amendments from approved sources, and formulate same to be circulated. This committee shall keep the chapter bylaws up-to-date and in harmony with the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Incorporated.

F. The Executive Committee shall consist of the Basileus, First Anti-Basileus, Second Anti-Basileus, Grammateus, Tamiouchos Pecunious Grammateus, Epistoleus, Graduate Advisors or Chair of Graduate Advisors Council, Parliamentarian and Member-At-Large of the Chapter. It shall meet monthly prior to chapter meetings or at the discretion of the
Basileus. The Basileus, First or Second Anti-Basileus according to ascendancy, shall preside, and the committee shall operate under the bylaws and parliamentary authority of the Chapter. The Grammateus or her designee shall record the minutes of the committee meeting, and a report of the committee's activities shall be provided for the chapter. The Basileus may invite other officers or members to Executive Committee meetings as she deems necessary.

The Executive Committee shall have the power to discuss issues concerning the chapter and to make recommendations to the chapter. Authorization to act on behalf of the chapter shall be requested from the body during a chapter meeting, and only in emergency situations shall the committee act on behalf of the chapter without prior authorizations. An emergency situation shall exist when circumstances make prior authorization to act on behalf of the chapter impossible and when inaction would be detrimental to the chapter. Emergency action taken by the Executive Committee shall be ratified by the Chapter at the Next Chapter meeting.

It shall also be the duty of this Committee to hear and act upon all appeals brought before it by its members. The Executive Committee shall present its recommendations to the chapter.

G. The Connection Committee shall make the chapter aware of current local, national, and international political issues and plan strategies for chapter involvement. The Connection Committee shall forward all information related to the planning of AKA Day at the Capitol to the membership.

H. Fundraising Committee - The Fundraising Committee shall oversee all fundraising events for the Chapter. This will include planning, idea generations, and advertising of events.

I. Graduate Advisors Council shall be available to assist the Graduate Advisor(s) in carrying out her duties. The Graduate Advisors Council shall take an active role in support of the Graduate Advisor by helping with the success of the transition of undergraduate Sorors to the graduate level of the Sorority by frequent and positive interaction with undergraduate Sorors to keep before them the culture and purpose of Alpha Kappa Alpha.

J. Scholarship Committee shall administer the Scholarship Program of the Chapter. This will include the Anna Dale Dalton, Ethel Hedgeman Lyle Book Award and other scholarships as approved by the chapter. The Committee shall develop criteria for recipients of scholarships to be awarded by the Chapter and determine the amount of the scholarships in consultation with the Tamiouchos.

K. The Technology Committee shall provide direction to the chapter on the effective utilization of technology to further chapter operations and programs.
L. The Archives Committee shall provide direction to the chapter on the effective maintenance and storage of Chapter files and memorabilia. The Historian shall preside over this committee.

M. The Historian shall continuously update and maintain the Chapter history of officers, international and regional officers and committee members and all other pertinent information.

SECTION II – Ad hoc committees may be appointed at the discretion of the Basileus and with the approval of the chapter. The Basileus with the approval of the Executive Committee shall appoint the chairman of said committees. All chairmen shall submit copies of written committee reports to the Basileus, Grammateus and for the chapter files at the end of the year. Chairmen of Ad Hoc committees shall submit a proposed budget to the Tamiouchos prior to the activity and a final financial report at the end of the activity. Chairman of Ad Hoc committees shall also submit three copies of written reports at the end of the activity and shall retain a copy for her file.

ARTICLE XI – INITIATION OF NEW MEMBERS

SECTION I - The Graduate Membership Intake Manual and the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Incorporated shall be the governing documents to be used for membership.

SECTION II - The chapter shall vote annually to conduct the Membership Intake process. This will occur BEFORE Membership Recommendation Forms are provided for sponsoring Sorors.

SECTION III - An active and financial Soror of the chapter may submit a maximum of two documents (Membership Recommendation Forms and/or letters of recommendation) out of the said pool of candidates for initiation for the current Membership Intake Process. An active and financial Soror of Beta Gamma Omega Chapter can sponsor no more than two candidates for membership.

SECTION IV – To be eligible to act as a sponsoring or co-sponsoring Soror, a Soror must meet the following criteria:
A. Financial Eligibility
A Soror is considered active when she has met all financial obligations of the chapter.

B. Participation
A Soror shall have attended at least 70% of chapter meetings; participated on at least one committee in the preceding year; must have attended at least four (4) program activities in the preceding year; must have attended at least one fundraiser in the preceding year; participates in sisterly relation activities; must have attended at least one Regional Conference, Boule, Leadership Conference, or Area Retreat within the past three years.
Attendance will be verified through chapter and committee sign in sheets and through certificates of attendance.

SECTION V - A graduate Soror serving as sponsor for prospective candidates must have at least two years (24 months) of active membership in Beta Gamma Omega. The sponsoring Soror for a candidate shall present to the Grammateus of the chapter the following:

A. Membership Recommendation Form

B. Three (3) letters of recommendation, from active Sorors in the chapter other than the Soror Sponsor who meet the criteria listed in Article IX, Section IV. The letter should contain a personal statement explaining why the individual should be considered for membership, verification of her ability to be a financially active member, and specific facts to document her leadership ability, outstanding service, her talents, and how those talents can be an asset to our chapter.

C. Verification of non-membership in a other Pan-Hellenic organization

D. Documentation of completion of college with a baccalaureate, graduate, or postgraduate degree.

SECTION VI - Voting on candidates for membership shall be done in accordance with the current Graduate Membership Intake Manual and the Constitution and Bylaws of Alpha Kappa Alpha Sorority, Incorporated and shall take place at the first meeting following the closing date of acceptance of sponsorship and supporting documents. The Membership Committee in consultation with the Basileus shall determine the closing date.

SECTION VII – Following initiation, each new soror shall attend a Boule, Regional Conference, Leadership Conference, or Area Retreat within two (2) years of initiation. If the new soror has not attended a Boule, Regional Conference, Leadership Conference, or Area Retreat within two (2) years of initiation, she shall forfeit those funds set aside during the initiation for conference attendance to a chapter contingency fund.

ARTICLE XII – SCHOLARSHIP

When profits are realized from fundraising activities, the chapter shall award scholarships to female or male high school seniors. To be eligible, the students must enroll in a post-secondary course leading to a baccalaureate degree in an accredited two, three, or four-year College or university.

Scholarships will also be made available to undergraduates. To be eligible undergraduates must meet the requirements outlined in the chapter’s membership criteria.
Recipients of the scholarship must receive the recommendation of the Scholarship Committee and the approval of the chapter. The amount of the scholarships shall be determined by the Scholarship Committee in consultation with the Tamiouchos and shall be approved by the chapter. The scholarship shall be named the Anna Dale Dalton. The Book Award Scholarship shall be named the Ethel Hedgeman Lyle Book Award.

The chapter will develop a Community Outreach Program to assist high school students in preparation for college (i.e. provide study skills and test taking skills sessions to help students perform better on standardized tests) and conduct annual sessions to help students and their parents in correctly filling out scholarship paperwork.

ARTICLE XIII - PARLIAMENTARY AUTHORITY

In all matters not provided for in the Bylaws of the Chapter or Constitution and Bylaws of the Sorority the most recent issue of Roberts' Rules of Order Newly Revised shall govern Beta Gamma Omega Chapter.

ARTICLE XIV – DISSOLUTION

Upon dissolution of the Chapter, its assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c)(7) of the Internal Revenue Code or corresponding section of any future federal tax code, or for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

(Amended: March 20, 2010; November 17, 2012.)