

NJ Rules and Bylaws Committee

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The following amendments to The Delta Kappa Gamma International New Jersey State Organization rules and bylaws were reviewed by the executive board at the January 5, 2018 state meeting and approved for movement forward for consideration by the membership at the NJ State Organization Convention. Please take time to review them prior to the vote for approval at the convention in April.

Proposed **NJ STANDING RULES Revisions 2018-2019** *The NJ State Organization of The Delta Kappa Gamma Society International*

Article	Current Wording	Proposed Wording	Rationale/Implications
11.3.2 11. AWARDS 11.3 Grants-in-Aid	The award is in the amount of \$1000 and will be awarded to one qualified individual at the AZS Convention each spring.	The award is in the amount of \$1500 and will be awarded to one qualified individual at the AZS Convention each spring.	<i>College/University costs have skyrocketed. The increase in the amount of the award should not diminish the principal. The AZS Treasurer noted that the amount of yearly interest on the Margaret Abel bequest is approximately \$2000. The \$500 increase, thought very beneficial to the recipient, should keep the principal intact.</i> Budget Impact: None
11.3.7 11. AWARDS 11.3 Grants-in-Aid	Applications must be postmarked by Dec. 1.	<i>Delete existing language.</i>	<i>Former AZS Scholarship Chairs changed the submission deadline date to December 15 but did not change the date in the AZS Standing Rules. Eliminating the submission deadline date from the AZS Standing Rules will allow the AZS Scholarship Committee to change the submission dates, if necessary, with a committee vote as opposed to a state vote. In addition, the other AZS Scholarship Chairs do not have deadline dates in the AZS Standing Rules.</i> Budget Impact: None
11.3.6.5 11. AWARDS 11.3 Grants-in-Aid	Resume	<i>Delete existing language.</i>	<i>All required information will be clearly specified on revised application form and evaluated. This will streamline the process by eliminating a document.</i> Budget Impact: None
10.1 PUBLICATIONS	10.1 Members who wish to receive hard copies of the state newsletter may do so. Chapter presidents will submit a list of such members to the Circulation Chairs annually.	10.1 Members who wish to receive hard copies of the state newsletter may do so. Chapter presidents will submit a list of such members to the Communications/Marketing Committee annually. 10.2 Each chapter will submit an updated list of emails to the Communications/Marketing Committee annually.	<i>This is still necessary as members with emails may not be able to print a copy or read it online.</i> <i>This is an addition. The e-distribution and e-news require these lists. The person on the Communications/Marketing Committee must be able to maintain the composite list for electronic distribution of state news.</i> Budget Impact: None

1/5/2019

Proposed NJ BYLAWS Revisions 2018-2019

The NJ State Organization of The Delta Kappa Gamma Society International

Article	Current Wording	Proposed Wording	Rationale/ Implications
IX.A.1. COMMITTEES AND APPOINTMENTS	<p>Section A. Standing committees shall be:</p> <p>1. Society Business</p> <ol style="list-style-type: none"> a. Expansion b. Leadership Development c. Membership d. Exhibits and Record Books e. Rules/Bylaws f. Communications/Circulation g. Convention h. Yearbook i. Nominations j. Finance/Audit k. Necrology l. History and Archives m. Initiation n. Installation o. Strategic Planning Committee 	<p>Section A. Standing committees shall be:</p> <p>1. Society Business</p> <ol style="list-style-type: none"> a. Expansion b. Leadership Development c. Membership d. Exhibits and Record Books e. Rules/Bylaws f. Communication/Circulation g. Convention h. Yearbook i. Nominations j. Finance/Audit k. Necrology l. History and Archives m. Initiation n. Installation o. Strategic Planning Committee p. State Editor 	<p><i>Establishing a dedicated state editor position is recommended from the Ad Hoc Communication Committee.</i></p> <p>Budget Impact: None</p>
IX.C.1.p. COMMITTEES AND APPOINTMENTS	N/A	<p>Section C. Composition and Duties of Committees</p> <p>1. Society Business</p> <p>p. The State Editor shall:</p> <ol style="list-style-type: none"> 1. Arrange for the composition, publishing, and distribution of the state newsletter; 2. Maintain close contact with the state president, other officers, webmaster and committee chairs; 3. Develop and disseminate schedule of deadlines and publication dates for state publications; 4. Encourage submission of articles by officers, committee chairs and members; 5. Review article submissions for possible copyright infringement before including in newsletter; 6. Proofread and revise (as needed) all materials for publication in any media form. 	<p><i>The position of state editor and responsibilities identifies the work that has been done by the former Communication/Circulation Chair. It aligns the communication associated with the accurate title.</i></p> <p>Budget Impact: None</p>
IX.C.1.f. COMMITTEES AND APPOINTMENTS	<p>Section C. Composition and Duties of Committees</p> <p>1. Society business</p> <p>f. Communications/Circulation- Appointed; chapter representation required.</p> <ol style="list-style-type: none"> 1) The Communications Committee shall consist of state co-chairs to address content, state chair or co-chairs to address distribution; and one (1) member from each chapter. 2) The Communications Committee shall promote the use of publications of the Society and be responsible for creating publications authorized by the organization. 3) The Circulation Committee shall distribute the Alpha Zeta State newsletter and other publications as directed by the executive board. 	<p>Section C. Composition and Duties of Committees</p> <p>1. Society business</p> <p>f. Communications/Marketing- Appointed; chapter representation required. The Communications/Marketing Committee:</p> <ol style="list-style-type: none"> 1) Shall consist of: state chair(s) to address coordination of content across all media; state webmaster(s); state editor(s) appointed as needed, and one (1) member from each chapter. 2) Shall promote the use of publications of the Society. 3) Shall facilitate the creation and distribution of publications authorized by state organization. 4) Shall maintain a relationship with community resources to promote positive public relations. 5) Shall send news of the state organization events, projects, and activities to the public and social media and arrange for media coverage for special events. 6) Shall help to incorporate international news of the Society into state programs. 7) Support the efforts of state members and groups to communicate effectively with one another. 	<p><i>This represents a name revision and it expands the committee to encompass all communications of the Society in New Jersey while putting everything under one umbrella.</i></p> <p>Budget Impact: None</p>

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Proposed NJ BYLAWS Revisions 2018-2019

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Article	Current Wording	Proposed Wording	Rationale/ Implications
X. PUBLICATIONS	<p>All publications shall be approved by the President and plans submitted to the executive board for financial approval. All official state publications shall be sent electronically to the state archives for preservation.</p> <p>Section A. Newsletter 1. The state newsletter shall be named "Alpha Zeta State News." 2. The state newsletter shall be published three (3) times each year and disseminated electronically to the membership. 3. Alternative methods of distribution will be made for those members without access to the Internet.</p> <p>Section B. News Between the News This interim newsletter shall be electronically published and disseminated three (3) times each year to keep members informed at more frequent intervals.</p> <p>Section C. Bylaws and Standing Rules An updated version of the Alpha Zeta State Bylaws and Standing Rules shall be posted on the state website</p> <p>Section D. Yearbook 1. A yearbook of the membership list shall be published annually and disseminated to members. 2. The state organization yearbook chair will organize the publication. 3. The yearbook will be posted on the state organization webpage for access by all members.</p> <p>Section E. Special Publications Alpha Zeta State may publish special materials, such as monographs or brochures, as needed.</p> <p>Section F. Website Alpha Zeta State shall maintain a presence on the World Wide Web linked to The Delta Kappa Gamma Society International Website. Chapters may link their websites to the state website.</p>	<p>All publications shall be approved by the President and plans submitted to the executive board for financial approval. All official state publications shall be sent electronically to the state archives for preservation.</p> <p>Section A. Newsletter 1. The state newsletter shall be published at least three (3) times each year and disseminated electronically to the membership. 2. Alternative methods of distribution may be made for those members without access to the Internet.</p> <p>Section B. Electronic newsletter The e-newsletter may be published monthly to include time-sensitive announcements and to encourage members to value their membership in DKG.</p> <p>Section C. Bylaws and Standing Rules An updated version of the state organization Bylaws and Standing Rules shall be posted on the state website.</p> <p>Section D. Yearbook 1. A yearbook of the membership list shall be published annually and disseminated to members. 2. The yearbook shall be posted on the state organization website for access by all members.</p> <p>Section E. Special Publications The state organization may publish special materials, such as monographs or brochures, as needed.</p> <p>Section F. Website 1. The state organization shall maintain a website and adhere to the standards of The Delta Kappa Gamma Society International to allow the state website to be linked to the International Society website. Chapters are encouraged to maintain websites. Those that meet the Society's standards may be linked to the state website. 2. The state and chapter webmasters shall submit the information on domain name ownership, logins and passwords for their websites and e-news letters to the chapter and state recording secretaries. This shall be updated as needed. To facilitate this at the state level, the state webmaster may collect the chapter website information and submit all of the information in one (electronic) file on a storage device to the state recording secretary.</p>	<p><i>In keeping with the Society's actions, replace "shall" with "may" as often as possible and eliminate as many mandates (e.g., specific names) as possible. Section F. Website changes reflect the reality of the Society's rules for websites. #2 provides for continuity of web-based communication. It is typical for a webmaster to be the only person with access to a website. In the event of a difficulty this would enable the state organization to continue to maintain the state website and/or provide a chapter with the necessary information to continue its website.</i></p> <p>Budget Impact: None</p>
V.A.3. ORGANIZATIONS	<p>Section A. Chapters 3. The chapter president shall represent the chapter as a voting member of the state executive board.</p>	<p>Section A. Chapters 3. The chapter president/one chapter co-president/ or one member of the chapter leadership team shall represent the chapter as a voting member of the state executive board.</p>	<p><i>Since some chapters are now being led by co-presidents or by leadership teams, it is necessary that the language in the bylaws be revised to accommodate this evolution and assure a single vote for each chapter.</i></p> <p>Budget Impact: None</p>