

BY-LAWS

ALPHA CHAPTER

DELTA KAPPA ALPHA

ARTICLE I

MEMBERSHIP

Section 1. New membership

- A. Requirements for active membership. In order to be eligible for active membership, a prospective member must:
1. Have successfully completed twelve (12) semester hours in Cinema, of which two courses must be upper division (300 level or higher)
 2. As an undergraduate, have a 3.0 grade point average; as a graduate have a grade point average of 3.25 in cinema subjects.
 3. Have participated in DKA activities as a provisional member for at least one semester prior to admission to DKA as an active member.
- B. Provisional Membership.
1. Requirements
 - a. Applicants must file an application for membership, listing all cinema courses taken and grades received. A college GPA of 3.0 is required, or equivalent professional excellence. ^{or in progress} ^{relevant courses}
 - b. By the end of the semester of provisional membership, the applicant will have fulfilled all requirements for active membership (as noted in Section 1, A) as far as can reasonably be foreseen.
 2. Procedure for Accepting Provisional Members.
 - a. ~~The Membership Committee will submit to the active membership the names of all eligible applicants at least two weeks before the meeting called to vote on new members.~~
 - b. ~~Provisional membership applicants will be invited to attend the meeting prior to voting to allow the membership to have personal acquaintance with each applicant.~~
 - c. If at the end of one semester provisional membership, the applicant fails to meet all requirements, but has solidly based hope that these requirements can still be met, provisional membership may be extended for one more semester.
 - d. Under extraordinary circumstances, provisional membership may be waived by recommendation of the executive council and vote of the general membership.
 - e. Provisional memberships will undergo a screening by the Membership Committee at the end of the semester; only those members who fulfill necessary requirements and who have shown a genuine interest in DKA will be recommended. Acceptance as a

provisional member does not imply automatic acceptance as a full, active member.

3. Obligations and Privileges

- a. Provisional members are required to pay regular dues. (\$2.50 per semester).
- b. Genuine interest in Alpha Chapter, DKA, will be manifest through active participation in membership meetings and various DKA enterprises, including committee service.
- c. Provisional members exercise one-half ($\frac{1}{2}$) vote in all cases except those regarding membership.
- d. Provisional members are invited to attend DKA film screenings without cost.

Section 2. ~~The negative vote of at least three (3) active members present at a regular meeting where a quorum exists shall be necessary to prevent that person from attaining full membership. He shall remain provisional for one additional semester.~~

Section 3. Associate membership may be conferred by majority vote of the active membership present at any regular meeting where a quorum exists, upon individuals ~~of the staff as a faculty of the University of South Carolina~~ who have notably contributed to the activities of the chapter.

Section 4. For just cause and after due deliberation a member may be suspended from the chapter, by the affirmative vote of three-fourths of the active members *in good standing*.

Section 5. A member duly suspended from the chapter may be reinstated by the affirmative vote of three-fourths of the membership.

Section 6. A permanent record of the Active and Associate members will be kept on file in the archives of the chapter. This record shall include personal history and permanent address and is to be included in the application for membership.

ARTICLE II

OFFICERS

Section 1. The elective officers of this chapter shall be President, Vice-President, Secretary, and Treasurer.

Section 2. The Faculty Advisor will be considered an appointive office.

ARTICLE III

DUTIES OF OFFICERS

Section 1. President.

Term of office

The President shall give supervision to the Chapter and its officers, and see that its constitutional duties and obligations, national and local, are fulfilled. He shall preside over all meetings of the chapter and the Executive Council, and shall be an ex-officio member of all committees. He shall coordinate the functions of all

Chapter officers and committees. He shall appoint all members of standing committees, and create special committees necessary for expediency in carrying out the programs of the Chapter. He shall perform such other duties as his office may require and all other duties set forth in Robert's Rules of Order.

Section 2. Vice-President.

The Vice-President shall perform all presidential duties in the absence of the President. He shall serve as Chairman of the Membership and Banquet Committees.

Section 3. Secretary.

The secretary shall keep an accurate written record of the proceedings of all Chapter meetings, and of the meetings of the Executive Council. He shall keep an accurate written record of the attendance of each member at all Chapter meetings, and inform the Executive Council when any member becomes inactive. He shall be responsible for the preparation of all chapter correspondence. He shall keep a permanent file of all correspondence pertaining to the Chapter. He shall serve as Chairman of the Student Action Committee. *He will maintain*

Section 4. Treasurer.

A current record of addresses of Active, Associate & Group members, Chapter members, and shall inform the National of graduating or inactive members, and Active members.

The Treasurer shall receive all money of the Chapter and keep an accurate record thereof. He shall make all payments of chapter accounts, upon proper authorization. He shall diligently collect all membership dues and fees when due. He shall pay all bills and transmit funds to the National when due. All expenditures of funds will be made by check. Checks will bear the signature of the Treasurer and the President. He shall insure that in the handling of monies all University of Southern California regulations and government laws are adhered to. He will have the financial books of the chapter audited at the close of his term of office. He shall make a report of the financial status and the expenditure of all funds at the chapter meetings and meetings of the Executive Council. He shall be authorized to expend funds up to, but not to exceed \$10.00 without prior approval from the membership or Executive Council. He shall serve as Chairman of the Finance Committee, and Publicity and Public Relations Committee.

Design specified

ARTICLE IV

COMMITTEES

Section 1. There shall be nine standing committees for the planning and conducting of Chapter activities. They are:

- a. Membership Committee
- b. Banquet Committee
- c. Student Action Committee
- d. ~~Committee~~ *Archive Committee*
- e. Publicity and Public Relations Committee
- f. Special Program Committee (Retrospectives, Sunday screenings, etc.)
- g. Film Series Committee (Wednesday and Friday campus film shows)
- h. ~~Film Screening Committee (Planning and student film awards)~~
- i. Casting File Committee

DKA have a Committee

Section 2. Each committee will develop detailed procedures for the operation and performance of their area of responsibility.

Section 3. The president will create other temporary committees when needed.

Section 4. Each member must function as a member of at least one committee to maintain active membership privileges.

ARTICLE V

NOMINATIONS, ELECTIONS AND APPOINTMENTS, Removals

Section 1. Thirty days prior to holding elections the President will appoint and make known a nominating committee consisting of not more than five, but not less than five active members. The Nominating Committee will present in nomination at least two qualified candidates for each elective office. Nominations will also be accepted from the floor.

Section 2. Appointments to standing committees will be made at the beginning of each semester by the new President.

Section 3. The Faculty Advisor will be appointed by the Chairman of the Cinema Department at the University of Southern California, for an unspecified term.

Section 4. All elections shall be by ballot and voting by proxy will not be permitted.

Section 5. Officers shall be eligible for reelection, but not to exceed two consecutive terms.

SECTION 6. OFFICERS may be Removed ^{BY A TWO THIRDS VOTE, OF THE ACTIVE MEMBERSHIP.}
ARTICLE VI

MEETINGS

Section 1. There shall be a minimum of one chapter meeting a month.

Section 2. The President will determine the time and place of Chapter meetings, and make this information know on the Chapter bulletin board at least 48 hours in advance.

Section 3. Annual election meetings will be considered special meetings.

Section 4. Special meetings of the chapter may be called by the President or the Executive Council on their own initiative or upon request in writing of one-third of the active membership of the Chapter. The President will call a special meeting of the Chapter to be held within fifteen days after the presentation of the request. A notice of all special meetings shall contain a statement of the purpose of the meetings or of the special business to be transacted.

Section 5. A quorum at all regular and special meetings for the Chapter shall be considered a majority of the active membership.

Section 6. An active member absenting himself from three consecutive meetings loses active voice, and shall not be counted in the quorum count. Active voice may be reinstated by attending two subsequent meetings.

ARTICLE VII

EXECUTIVE COUNCIL

Section 1. The Executive Council of the Chapter shall consist of the elected officers and the Faculty Advisor.

Section 2. The Executive Council will meet at least once a month. Special

meetings may be called by the president or a majority of the council members.

Section 3. The Executive Council shall exercise all powers of the chapter not requiring membership approval.

Section 4. The Executive Council shall be authorized to expend funds not to exceed \$25.00 for any one purchase.

Section 5. The Executive Council will adopt a program in the fall of each year setting forth the plans and objectives for the Chapter for the year. This plan will be presented to the active membership for ratification.

ARTICLE VIII

DUES

Section 1. Chapter dues for active membership in the Chapter shall be \$~~6.00~~^{6.00} a year, of which \$1.00 shall be forwarded to the National, when active. Dues may be paid in installments of \$~~3.00~~^{3.00} per semester, not later than the third meeting after the beginning of each semester.

Section 2. Failure to pay dues on time shall result in the loss of active membership privileges.

Section 3. Associate members shall pay no dues.

Section 4. ~~Formerly~~, DKA members who are no longer taking day classes within the Cinema Department of the University of Southern California, are also required to pay \$5.00 for retention of full membership privileges.

Section 5. A statement of dues payable will be issued two weeks prior to the payment deadline. The names of those Chapter members in arrears will be made known at each Chapter meeting.

ARTICLE IX

AMENDMENTS

These By-Laws may be amended at any regular meeting of the Chapter upon the affirmative vote of two-thirds (2/3) majority when a quorum exists.

Quorum?