Gamma Tau Phi Constitution

Created March 7, 2004
Updated September 03, 2007

Article I. Name of Society

The official name of this Society shall be: “The Gamma Tau Phi Honors Society” for the College of Information Sciences and Technology - hereafter referred to as “Gamma Tau Phi”.

Article II. Purpose and Mission Statement

The purpose of Gamma Tau Phi shall be to recognize and encourage scholarship, leadership, and service among students enrolled in the College of Information Sciences and Technology at the Pennsylvania State University. This Society shall strive to develop skilled, motivated, and ethical leaders in the field of information technology.

Article III. Membership

Section 1. Classes of Memberships:

There shall be five (5) classes of membership: active, provisional, probationary, alumnus, and honorary.

Section 2. Active Membership:

Gamma Tau Phi shall grant active membership according to the following requirements:

1. The student must be accepted into the College of Information Sciences and Technology and in good standing with The Pennsylvania State University.

2. The student must be an undergraduate student of sophomore, junior, or senior standing.
3. The student must hold a minimum cumulative grade point average of 3.50 upon invitation to join Gamma Tau Phi.

4. Gamma Tau Phi members must maintain a minimum cumulative grade point average of 3.50.

All active members of Gamma Tau Phi will receive a maximum of one (1) voting position at official meetings as defined by Article IV.

Section 3. Provisional Membership:

A provisional member of Gamma Tau Phi shall be granted to a student for a maximum of three (3) semesters who, in the majority opinion of the voting members as defined in Article VI, has shown an active interest in the affairs of the Society and who serves the Society in some special capacity but does not meet the following requirement as outlined by active membership:

1. The student is not enrolled in the College of Information Sciences and Technology, but the student demonstrates that he or she is pursuing enrollment in the future.

A provisional member shall not have the right to vote or the ability to hold office.

Section 4. Probationary Membership:

A probationary member of Gamma Tau Phi shall be placed upon a student for a maximum of one (1) semester by not meeting the following requirements as outlined by active membership:

1. The student has not maintained a minimum cumulative grade point average of 3.50.

If the student is pursuing an internship or co-op, studying abroad, or taking a leave of absence during their probationary semester, the student holds the right to protest expulsion by coming before the academic advisor and officers. A 2/3 majority vote will determine their membership within the Society.

If the allotted semester of probation ends and the member has not met the 3.50 GPA requirement outlined in this section, the member will be removed from the Society.
Section 5. Alumnus Membership:

This category shall be composed of active Gamma Tau Phi contributors who have graduated from the College of Information Sciences and Technology with a GPA of 3.50 or higher. Alumnus members who re-enroll at The Pennsylvania State University in the College of Information Sciences and Technology are welcome at all meetings, but they shall not have the right to vote on matters brought before the Society nor can they hold office in the Society.

The Society shall maintain a list of alumnus names, contact information, and career information if applicable.

Section 6. Honorary Membership:

Persons who are interested in, and actively support Gamma Tau Phi may be elected by majority vote as outlined in Article VI to this category of membership. Members of this category are limited to teaching staff of The College of Information Sciences and Technology and other faculty members or administrative officials notably devoted to the goals and ideals of Gamma Tau Phi. These members will not have any voting powers nor can they hold office in the Society.

Section 7. Non-Discriminatory Clause:

Membership in Gamma Tau Phi will not be denied to anyone on the basis of race, religion, nationality, age, gender, disability, veteran's status, or sexual orientation. All forms of hazing are banned from practice within the Society.

Article IV. Dues, Fees, and Finances

A person shall become an active member as defined by Article III, Section 2 upon fulfillment of the prescribed requirements. This may or may not be limited to acceptance into the Society, and a payment of an initiation fee prescribed by the President at the beginning of every year. The President may choose to waive this fee if deemed appropriate for the current status of the Society. After the initiation fee, all money collected will be on an individual basis for activities in which the member wishes to partake. Provisional and Honorary members will not be required to pay an initiation fee. All additional funding will be acquired by means of fundraising. In addition, GTP funds will be exclusively handled through an Associated Student Activities (ASA) account.
Article V. Meetings.

The body of active members as defined in Article III, Section 2 in this Society shall meet at least four (4) times per semester to conduct official meetings, wherein adequate notice is given to all voting members. Quorum at these meetings shall consist of a simple majority (50%+1) of all active, attending members. Additionally, if business is conducted without quorum, that business becomes invalid.

Article VI. Voting

All active members of Gamma Tau Phi as outlined in Article III, Section 2 shall receive one (1) voting position at official meetings as defined by Article V. All business may be passed by simple majority vote (50%+1) of quorum defined in Article V. In case of a tie, the outcome of the business on the floor shall be at the discretion of the current acting President of Gamma Tau Phi.

Article VII. Executive Board

Section 1. Executive Positions:

The executive positions of this organization shall consist of: President, Vice President, Secretary, Treasurer, Social Chair, Advertising Chair, Webmaster, Corporate & Alumni Relations and Ad-Hoc Chair(s).

Section 2. Terms of Office:

A Term in office shall be from the active time of transition as stated in Article IX, Section 1 until new successors are duly elected. Upon initial foundation or re-foundation of Gamma Tau Phi, the founder shall assume position of President and may appoint or elect all other executive positions until their successors are elected the following term. All positions may serve a maximum of one (1) term defined as two (2) consecutive semesters. Ad-Hoc Chairs may serve until their committee is dissolved. If any seat is permanently vacated for any reason during term, that person may not run for that position again.

Article VIII. Officers and Duties

Section 1. President:

It shall be the duty of the President to:

1. Preside all meetings.
2. Name all Ad-Hoc committees.
3. Make recommendations for the future development of the organization.
4. Call all special elections.
5. Transition the succeeding body of Gamma Tau Phi.

The President is granted one (1) vote on the IST Student Government Executive Board and must attend official meetings held by the IST Student Government to summarize as such. In the event that the president cannot attend these meetings the vice president shall take his place.

At the beginning of every fall semester the President must renew the Society’s recognition status with the Office of Student Activities. The President will report to Gamma Tau Phi at official meetings as defined in Article V.

Section 2. Vice President:

It shall be the duty of the Vice President to:

1. Assist the President.
2. Preside in the absence of the President.
3. Create agendas for official meetings.
4. Help transition the succeeding body of Gamma Tau Phi.

The Vice President will give a report to Gamma Tau Phi at official meetings as defined in Article V.

Section 3. Secretary:

It shall be the duty of the Secretary to:

1. Record the minutes of all official meetings as defined in Article V.
2. Maintain accurate records of all business pertaining to the organization.
3. Receive and respond to all official correspondence.

The Secretary will also be in charge of position applications as stated in Article IX, Section 2. The Secretary will give a report to Gamma Tau Phi at official meetings as defined in Article V.

Section 4. Treasurer:

It shall be the duty of the Treasurer to:

1. Collect and allocate all funds as directed by the organization.
2. To make financial reports to the general membership body at official meetings as defined in Article V.
3. To arrange or delegate fundraising opportunities within the organization.

Section 5. Social Chair:

It shall be the duty of the Social Chair to:

1. Organize and carry out social events and activities for Gamma Tau Phi.
2. Report to the general membership at official meetings as defined in Article V.
3. Provide refreshments for Society activities.

Section 6. Advertising Chair:

It shall be the duty of the Advertising Chair to:

1. Promote Gamma Tau Phi to prospective members.
2. Report to the general membership at official meetings as defined in Article V.
3. Attend recruiting events or delegate members from Gamma Tau Phi to do so.

Section 7. Webmaster:

It shall be the duty of the Webmaster to:

1. Maintain and update a website with relevant information to Gamma Tau Phi.
2. To ensure the integrity of Gamma Tau Phi’s web space by seeing through the removal of what may be deemed, “personal” content.
3. Monitor and maintain an updated roster of Gamma Tau Phi members.
4. Allow hard copies of GTP materials accessible to the Society’s member body.

Section 8. Corporate & Alumni Relations Chair:

It shall be the duty of the Corporate & Alumni Relations Chair to:

1. Maintain and update a list of GTP Alumni including company information and job titles.
2. Acquire corporate contacts and build ongoing professional relationships.
3. Organize corporate relation/networking events for GTP members.
Section 9. Ad-Hoc Chairs:

The President may create Ad-Hoc Chairs to run a committee for a particular activity. The creation of this committee requires a simple majority (50%+1) vote of quorum at a general meeting. The chair shall regularly report to the general membership at official meetings as defined in Article V.

Article IX. Elections and Applications

Section 1. Election of Executive Officers:

All applicants for executive positions must submit an official application and interview with the current Executive Board. Judgment by the Executive Board of Gamma Tau Phi shall result in newly elected officers at the final meeting of each term (or at special election sessions in the cases of vacant seats or newly founded Ad-Hoc committees). Each applicant for a position will be given ample time to speak on their qualifications prior to the final decision. In the event that more than one person applies and runs for a position, officers shall be elected by a plurality vote in which the winning candidate receives the most votes. Only active members defined by Article III, Section 2 may hold officer positions, and active members may only hold one position at a time.

Section 2. Applications:

Applications for executive positions shall be made available to all active members at the second official meeting of the spring semester or immediately after a seat is permanently vacated. The Secretary is to collect applications no later than the third meeting of the semester or immediately after a seat has been vacated and to submit them to the President. Active members may only apply for one position.

Article X. Replacement and Removal

Section 1. Replacement of Elected Officers:

In the event that a position becomes vacant in any of the offices, with the exception of the President, the organization will fill these vacancies by means of special elections called by the President. In the event that the Presidency becomes vacant, the Vice President shall fill this position unless the President has been forcefully removed as outlined in Article X, Section 2. If this is the case, the Secretary shall have the power to fill the vacancy by means of an immediate special election.
Section 2. Removal of Members:

For causes of incompetence, lack of cooperation, or failure to perform the duties incumbent upon any member, the President may suggest that he/she resign his/her position. If the individual refuses to resign, the President may declare a position held by that member vacant and hold a special election as outlined in Article X, Section 1 to find a successor who shall serve until the end of the term in progress. The Vice President in conjunction with a majority vote (50%+1) of the Executive Board may initiate action to remove from office an incompetent President where a tie vote would be at the discretion of the Advisor. The Secretary shall assume the President's duties until a new President is elected following procedures outlined in Article X, Section 1. The Secretary, while performing the duties of President, shall at the same time continue to carry out his/her own duties and responsibilities.

Article XI. Advisor

Gamma Tau Phi shall have an advisor who shows interest in Gamma Tau Phi at all times. This advisor will be in charge of checking the validity of student's grade point averages and automatically qualifies as an Honorary Member. The advisor must be a University faculty member or IST staff member.

Article XII. Amendments to the Constitution

Amendments shall be presented at official meetings by any active member or posted on the official Gamma Tau Phi web space. At the following “official meeting”, the proposed constitutional amendment shall be voted upon by a 2/3 vote of quorum.

Article XIII. Parliamentary Authority

The parliamentary authority used to cover cases not specifically covered by this constitution shall be Robert's Rules of Order.

Article XIV. Accessibility of Constitution

Copies of this constitution shall be available at the Society's website and transferred to anyone upon request.