

THE CONSTITUTION OF
THE ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY
Kappa Omicron Cast
Belmont University
(As of Fall 2013)

ARTICLE I

Purpose

The purpose of this chapter, the Kappa Omicron cast of the Alpha Psi Omega National Theatre Honor Society, is to provide acknowledgement to those demonstrating a high standard of accomplishment in theatre at Belmont University, stimulate interest in university theatre activities, and to secure all the advantages and mutual aid provided by a large national honor society. Electing students to membership, the society provides a reward for their participation in theatre activities at the college and within the community. The chapter will support collegiate theatre and theatre within the community. The chapter is not intended to take the place of any theatre organization.

ARTICLE II

Membership Requirements

- Section 1: In order to be eligible for membership in the Kappa Omicron cast of Alpha Psi Omega, the student must be enrolled at Belmont University.
- Section 2: To be considered active, members must maintain a minimum GPA of 2.8 for each semester of involvement after induction. If the GPA falls below 2.8, they are placed on one semester of probation. Failure to raise the GPA back to the aforementioned requirement of 2.8 will result in inactive status within the Kappa Omicron cast.
- Section 3: Candidates must have completed at least two semesters at Belmont University.
- Section 4: There is also a point system (listed at Article II, Section 4.a) that shall be kept for each person seeking membership into this honor society. In accordance with national requirements, seventy-five points are required to become a member and thirty each additional semester to remain active. The seventy-five points and thirty points must be made up of at least two different categories listed below in the point system (i.e. 25 points can come from the Actor category, but the other 5 points must come from somewhere else such as Assistant Director category).

a. Point System

Category 1: Performance		
Actor	Directing Scene	5 Points
	One-Act	15 Points
	Main Stage	25 Points
Dancer	Mixed Bill	15 Points
	Dance Company	25 Points
Category 2: Directing		
Director	One-Act	15 Points
	Main Stage	25 Points
Assistant Director	Main Stage	15 Points
Choreographer	One-Act	15 Points
	Main Stage	25 Points
Category 3: Production		
Stage Manager	One-Act	15 Points
	Main Stage	25 Points
Assistant Stage Manager	Main Stage	15 Points
Designers	One-Act	15 Points
	Main Stage	25 Points
Dramaturge	Main Stage	25 Points
Lab Crews*	Every Hour Over Lab Requirements	5 Points
Category 4: Playwriting*		
Playwright	Scene	5 Points
	One-Act	15 Points
	Main Stage	25 Points
Musical Composition	One-Act	15 Points
	Main Stage	25 Points
Category 5: Theatre Ed		
Panels/Workshops/Seminars	Panel Member	5 Points
	Workshop/Seminar Leader or Presenter	15 Points
Category 6: Special		
Officer of Theatre Organization	APO, DAC, CTF, TCAC	15 Points
Member of Theatre Organization	DAC, TCAC, USITT	10 Points
Member of Belmont Rep. Co.		15 Points
Membership in Delta Psi Omega		25 Points

- b. The Kappa Omicron cast's Executive Council, Faculty Advisor of Alpha Psi Omega, and the Department Chair of the Department of Theatre and Dance reserve the rights to add points or withhold points as they see fit; however, once the points have been added, they are unable to be removed.
- c. The Vice President and Secretary/Historian will keep record of candidate and active member points.

Section 5: Members who are in danger of being inactive will be notified by the Vice-President and urged to increase theatre involvement.

Section 6: Any member who is deemed inactive forfeits all voting privileges. Inactive members must petition the Executive Council for a contingent reinstatement. Contingent reinstatements will require an immediate increase in involvement.

Section 7: Honorary membership may be bestowed on persons who have made special continued contributions to the theatre program of Belmont University.

Section 8: Student workers in the Department of Theatre and Dance do not receive points for paid work. All points are subject to alteration by the Executive Council.

Section 9: Members who do not attend and participate in strike forfeit his/her points for that entire production. Any absence from strike must be excused by the Executive Council.

ARTICLE III

Election to Membership

Section 1: Local chapters will plan recruiting and service events to gain candidate interest.

Section 2: Candidates may submit applications after meeting all of the established membership requirement. Proof may be required to support all claims made on the application.

Section 3: The Vice President will verify that pledges have had adequate involvement, earned and fulfilled pledge requirements, and are academically sound.

Section 4: Candidates will be elected to membership by the active members of the Kappa Omicron cast of Alpha Psi Omega in accordance with the specifications listed in Article II.

Section 5: There will be no hazing of any kind. The National Office will revoke chapter status if hazing incidents are reported.

Section 6: The initiation ceremony will follow the National Organization guidelines.

Section 7: Induction ceremonies will be held at least once per academic year at the discretion of the Executive Council.

ARTICLE IV

Officers and Duties

Section 1: The Executive Council of the Kappa Omicron cast of Alpha Psi Omega will consist of the following: President, Vice President, Secretary/Historian, Business Manager, and Marketing and Outreach.

- a. Further positions may be added or amended through decisions by the Executive Council.
- b. The Executive Council should never be made up solely of students in their last two semesters of Belmont University.

Section 2: The President will call meetings, preside at all meetings, appoint committees, and provide general supervision of all affairs of the society in consultation with the Faculty Advisor.

- a. In cast votes, the President will not have a vote except when a tie occurs. In this case, the President will be given a single vote. The President will not base vote on personal ideology but on the needs of the chapter.
- b. The President must have previously served as a member in good-standing of the Executive Council (i.e. Vice President, Secretary/Historian, Business Manager, and/or the Coordinator of Marketing and Outreach).

Section 3: The Vice President will assist the President and assume the responsibility of the President at the President's request or in the case of his/her absence. Also, as the Chair of the Initiation/Pledge Committee, the Vice President will ensure that all candidates meet membership requirements and will share responsibilities with the Secretary/Historian in keeping records of all pledge participation and activities and their acquired points.

Section 4: The Secretary/Historian will be responsible for all record keeping pertaining to chapter business and member involvement. The Secretary/Historian will also maintain minutes for all official chapter meetings, the chapter's calendar, an accurate record of all activities that our chapter is involved in throughout the year. In addition, the Secretary/Historian will be responsible for communicating meeting notes with all chapter members and will work with Marketing and Outreach to submit information to playbill.

Section 5: The Business Manager will keep all financial records for our local chapter which should be current at all times. These records must be a matter of public record and provided at the request of any member of the local chapter within one week. The Business Manager is responsible for the collection of dues from new and existing members annually and submitting new member dues to the national office. He/she will also manage concessions and money raised from fundraising.

Section 6: The Coordinator of Marketing and Outreach will be responsible for maintaining the Kappa Omicron cast's social media pages, updating BruinLink as necessary, organizing all production and society photographs and other important production materials, and all other marketing ventures. He/she will head coordination of workshops and service projects. Also, he/she will work with the secretary to submit information to playbill.

Section 7: The rules for impeachment and removal officers are listed below:

- a. Grounds for impeachment include the following:

- i. Failure to meet GPA requirements
 - ii. Breaking the Honor Code and/or Rules of Community Conduct (as found in the Bruin Guide)
 - iii. Negligence in fulfillment of duties
- b. The Executive Council will vote to impeach an officer. At least two votes from the Executive Council are required for impeachment.
- c. Two-thirds of the cast vote is required to remove an officer from his/her position.
- d. A special election will be held if needed to fulfill a vacancy.
 - i. In the case of a need for a special election, voting within the chapter will take place as follows:
 - a) If a position is vacated and another member of the Executive Council would like to be considered for said position, then he or she can make a request the Executive Council. If the individual receives a majority vote from the executive council in favor of the transfer to another position, then the change will go before the full cast for a vote to confirm the transfer of positions.
 - b) If a position is vacated and a special election is required, the Executive Council will nominate a total of three members in good-standing within the chapter. If any of the three members decline the nomination, the executive council will recommend alternates. After three members have accepted the nomination, the nominees will be brought before the cast of the Kappa Omicron cast of Alpha Psi Omega. Normal voting procedures (listed below) will occur at this time.

Article V

Election of the Executive Council

Section 1: The Executive Council for the following year will be nominated at a spring meeting and formally voted on via a secret ballot within two weeks of nominations.

- a. Only active members who demonstrate leadership abilities within the chapter (i.e. outstanding members, committee chairs, etc...) may be elected to the Executive Council. Only students who will be of junior or senior standing during the following year may be eligible for the offices of President or Vice President; President and Vice President candidates must have served in good-standing as a member of the Executive Council.

Section 2: The Executive Council will be elected by a majority vote of the active members. Cast voting requires at least 2/3 of the active membership.

Section 3: If an individual is removed from his or her office in the Executive Council, new members shall be elected to fill the vacancies. Special elections will take place as soon as the Executive Council is able to conduct a cast vote and make nominations.

a. Rules for special elections are found in Article IV, Section 7.

Section 4: Inactive members are not eligible for Executive Council positions.

Section 5: The final vote for election to the Executive Council will contain no more than three cast members on the ballot.

Article VI

Initiation Fees and Membership Dues

Section 1: New members and individuals who are being reinstated from active status will pay an initiation fee of \$30.00. The \$30.00 will be submitted to the local chapter, with the Business Manager of the local chapter submitting one check to the national office. New member fees will go straight to the national office, while the fees of individuals being reinstated to active status after being inactive will go to the local chapter.

Section 2: Individuals renewing their membership will pay \$10.00 to the local chapter for each new year of membership after their first initial year.

Section 3: Annual dues are to be turned in to the Business Manager no later than the second meeting off the semester. New member dues will be submitted to the Business Manager no later than one week after the Initiation Ceremony.

Section 4: Emergency funding assessments may be levied on members following approval by a two-thirds vote of the active membership.

Article VII

Committees

Section 1: Active members of APO will be split into three separate committees. Each committee will be headed by three members of the leadership team: Vice President, Business Manager, as well as the Coordinator of Marketing and Outreach.

- a. The Membership Committee will assist the Vice President with induction ceremonies, membership, and recruitment; this committee will be headed by the Vice President. The Membership Committee will consist of 30% of the Kappa Omicron cast's active membership.
- b. The Business Committee will assist the Business Manager with fundraising, concessions, and other financial business; this committee will be headed by the Business Manager. The Business Committee will consist of 30% of the Kappa Omicron cast's active membership.
- c. The Service and Events Committee will assist the Coordinator of Marketing and Outreach with organizing group events, workshops, and service projects; this committee will be headed by the Coordinator of Marketing and Outreach. The

Service and Events Committee will consist of 40% of the Kappa Omicron cast's active membership.

Section 2: Members will be able to rank preferred positions to determine placement; however, final assignment will be recommended by the President and approved by the Executive Council and Faculty Advisor.

Section 3: Committee Jobs are subject to change based on the needs of the Kappa Omicron cast.

Section 4: Committee assignments are not exclusive in terms of participation in projects. Each committee will be the group of individuals who are primarily overseeing the areas assigned to their events/activities. Each committee will be expected to assist other committees.

Article VIII

Meetings

Section 1: Cast meetings will be held once every other week, and the Executive Council meetings will be held at least once between each cast meeting.

a. The meeting schedule will be amended as necessary (at the discretion of the Executive Council).

Section 2: Special meetings may be called at any time by the President or at the request of the Faculty Advisor.

Section 3: A quorum will consist of a simple majority (50%) of the cast membership.

Article IX

Amendments

Section 1: The articles of this constitution may be amended, revised, or altered in whole or in part at any time by a 2/3 vote of the active membership of the Kappa Omicron cast, provided that the amendment and a notice of the proposed vote is given to each member in writing at least one week prior to the vote.

Section 2: All members are able to propose at any time (in writing) an amendment to the Executive Council who will discuss and determine if said proposal is an issue that can be easily resolved or one that requires an amendment to the Constitution of the Kappa Omicron cast of Alpha Psi Omega. The Executive Council will then pass the proposed amendment on to the entire cast for consideration.

Article X

By-Laws

Section 1: Additional by-laws may be adopted at any meeting by a 2/3 vote of the active membership.

Section 2: The chapter will keep an accurate record of each member with accomplishments in the field of theatre.

Section 3: Each chapter will report to the National Business Manager, who edits the annual *Playbill*, the annual production and activities of the chapter no later than June 1 of each year. Photographs, programs, and other supporting materials may be included and will be featured in *Playbill* at the discretion of the National Business Manager.