

## XII. STUDENT DELEGATE ASSEMBLY BYLAWS

We the delegates of Mu Alpha Theta, in order to create a forum for the exchange of ideas and recommendations, do hereby ordain and establish these bylaws for the National Student Delegate Assembly of Mu Alpha Theta.

### ARTICLE I

#### Delegates

Delegates shall be members in good standing, present at the National Convention, and chosen by their local chapter. A chapter shall have one delegate but, if space permits, other members may attend the Assembly meetings. Each chapter shall have one and only one vote cast by the delegate.

### ARTICLE II

#### Delegate Officers

**Section 1.** There shall be four delegate officers, one from each of the four regions, who shall also serve as president, vice-president, secretary, and parliamentarian. They will also serve as regional representatives.

**Section 2.** The duty of the officers as regional representatives shall be to promote Mu Alpha Theta within their region with their governor and to work on long-term goals as designated by the Assembly. A regional representative must attend the national convention during his/her elected term and be a member in good standing at that time.

**Section 3.** Concerning the individual officer duties:

- (a) The duty of the president shall be to preside over the meetings of the Assembly, to coordinate the activities of the officers and to act as spokesperson to the Governing Council.
- (b) The duty of the vice-president shall be to assume the duties of the president when the president is absent.
- (c) The duty of the secretary shall be to maintain minutes, agendas, and a record of delegates, officers, and committees, and to make them available to the delegates and to the executive director of Mu Alpha Theta.
- (d) The duty of the parliamentarian shall be to advise the president, officers, committees, and delegates on matters of parliamentary procedure.

**Section 4.** Concerning the officer duties at the National Convention:

- (a) The president shall, prior to the convention, communicate by letter or email to the delegates a generic agenda (e.g. introductions, separation into regions to discuss proposed resolutions, plenary session discussion of and vote on resolutions, and election of officers) and recommend that any student desiring to run for office prepare remarks concerning his/her qualifications.
- (b) The officers shall meet, at the convention, with the president of the National Mu Alpha Theta and the four regional governors prior to the first meeting of the Student Assembly.
- (c) The officers shall greet convention speakers as they arrive and introduce them at the speaker sessions.
- (d) The officers shall contact convention hosts and offer to unpack and set up the trophies.
- (e) The officers shall assist with the award ceremonies and present the trophies to the winners.
- (f) The officers shall prepare paper to use as ballots for the student officer elections.
- (g) The officers shall write "thank you" letters to all hosts, speakers, and vendor donors at the most recent convention.
- (h) The officers shall write letters to business vendors asking for donations for the next convention and write "thank you" letters when items are received.
- (i) The officers shall receive copies of the Sister Scholastica award nomination papers and arrange student presentations by schools nominating their sponsor for the award. The President of the Assembly will be responsible for counting ballots and alerting the National President of Mu Alpha Theta of the winner as soon as the winner is determined.

**Section 5.** Each of the four regions respectively shall elect one of their chapters' delegates as their regional representative, during the first meeting of the Assembly. They will be elected by paper ballot, with one vote per chapter, cast only by the chapter delegate. The delegate of each chapter, if entering either 11th or 12th grade, is eligible for election as regional representative, unless their chapter provided an officer in the past year, or if it provided an officer in the past three years and is also in a region with five or more chapters present in the Assembly. In order to run for election, this must be at least the second national convention the delegate has attended as a member or an associate of Mu Alpha Theta. In the event that no delegate from the region is eligible for regional representative, delegates attending their first convention are eligible to run for regional representative if they have met the other qualifications. Written permission from his/her sponsor to run for regional representative MUST be presented to the student delegate president by any delegate wishing to be elected.

**Section 6.** Officers for the next school year shall be elected at the second meeting of the Assembly. Each chapter, after speeches and questions from the Assembly, shall vote for one of the four newly chosen regional representatives. The election shall be by paper ballot with one vote per chapter, cast only by the chapter delegate. There shall be no run-offs in any election; a vote shall be repeated until the necessary majority is raised. The president shall be elected by the greatest number of votes cast, the vice-president by the second greatest number of votes, the secretary by the third and the parliamentarian by the fourth. The newly elected officers and their sponsors shall meet with the national president, governors, and past student officers before the end of the convention.

**Section 7.** Newly elected officers shall hold office for a term lasting from the conclusion of the National Convention, at which they were elected, to the conclusion of the following Convention.

### ARTICLE III Meetings

**Section 1.** Meetings of the Assembly shall be held only during the National Convention and shall be held as often as possible. There shall be at least two mandatory meetings. Meeting times will be listed in the convention schedule, prior to the start of the convention, and a designated room will be prearranged by the convention hosts.

#### **Section 2.** Order of Business

- (a) Presentation of Minutes
- (b) Reports of Officers
- (c) Reports of Special Committees
- (d) Old Business
- (e) New Business

**Section 3.** Speeches shall not exceed five minutes on any one topic by any one speaker.

**Section 4.** General consent, "If there are no objections....", voice vote, show of hands, and ballot voting may be used to raise a majority. Two-thirds majorities shall be determined by paper ballot, one per chapter. A majority vote shall pass recommendations on to the Governing Council.

**Section 5.** A quorum shall consist of a simple majority of delegates from chapters attending the National Convention with at least three chapters from each region.

### ARTICLE IV Committees

The officers shall recommend to the Assembly, prospective committees and their duties. The Assembly shall appoint committees with at least one delegate from each region. Committees shall choose their own chair. The officers may dissolve a committee determined to be ineffective, but only if it has been inactive for four consecutive months. A majority vote of delegates may overturn such dissolution. Past committees included: Contact Committee, Recruitment Committee, Spirit Committee, and Sponsorship Committee.

### ARTICLE V Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Assembly in all cases to which they are applicable and in which they are not inconsistent with the Mu Alpha Theta National Constitution, these bylaws, or any Rules of Order the Assembly may adopt. The Presiding Officer may address the Assembly without a high degree of formality.

### ARTICLE VI Amendment

These bylaws may be amended, after approval by the Governing Council, at any meeting of the Assembly by a two-thirds vote. The Rules of Order may be amended by a majority. These bylaws shall not violate any stipulation of the Mu Alpha Theta National Constitution.