

<p style="text-align: center;"><b>Lambda Theta Nu Sorority, Incorporated</b> <b>Iowa State University Greek Chapter Recognition Document</b></p>
------------------------------------------------------------------------------------------------------------------------------------------------------

The Student Activities Center (SAC) requires registered student organizations to upload a constitution. Greek chapters at Iowa State University are affiliates of their national organization. The constitution for the organization is held at the national level, not with the local chapter. Therefore, a recognition document has been created for chapters that do not have a local constitution to upload.

**ARTICLE 1: NAME**

The name of this organization shall be **Lambda Theta Nu Sorority, Inc. at Iowa State University**.

**ARTICLE II: PURPOSE AND GOALS**

The purpose of **Lambda Theta Nu Sorority, Inc.** is to cultivate membership in areas of academic, leadership, philanthropic and social growth. **Lambda Theta Nu Sorority, Inc.** abides by and supports established Iowa State University policies, state, and federal laws.

**ARTICLE III: MEMBERSHIP**

Membership in **Lambda Theta Nu Sorority, Inc.** shall be open to all female students at Iowa State University. Iowa State University does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability or status as a U.S. Veteran. The membership selection process, types of membership and procedures for disciplining and/or removing members should follow (inter)national procedures.

As a member, one is required to attend meetings on a regular basis, pay dues in a timely manner, and actively support the mission, vision and purpose of the chapter.

**ARTICLE IV: OFFICERS**

Elections for officer positions will be held annually at the end of the Fall semester. An advisor will be chosen and may serve longer than an annual term. **Lambda Theta Nu Sorority, Inc.** shall have the following officers:

President

1. Shall preside over regular, Executive Board, Executive Council, and special meetings, unless delegated to another member by the President.
2. Shall have the authority to impose tasks to any active member to be carried out.
3. Shall make final decisions when necessary in the best interest of Lambda Theta Nu Sorority, Inc.
4. Shall collect agenda items from the membership for the meeting(s).
5. Shall have access to all business of Lambda Theta Nu Sorority, Inc.

6. Shall relay all pertinent business information to the chair of La Mesa Directiva on a monthly basis.
7. Shall provide the chair of La Mesa Directiva with all documentation and information requested.

#### Treasurer

1. Shall be responsible for maintaining Lambda Theta Nu Sorority, Inc. funds, and keep official records and ledger.
2. Shall be responsible for paying bills incurred by Lambda Theta Nu Sorority, Inc. as approved by the President.
3. Shall be responsible for a weekly financial report and on other necessary occasions.
4. Shall prepare and present a formal semester/quarter budget to be presented to the membership at the beginning of each semester.
5. Shall be responsible for the collection of dues of the membership.
6. Shall keep in contact with the Director of Finance and provide any and all information and documentation requested.
  - a. Shall provide 2 financial statements to the Director of Finance per year – one per national event.
7. Shall send national dues to La Mesa Directiva.
8. Shall ensure that all active members submit a Budget Request Form in order for them to allocate funds from the chapter's treasury account. No funds shall be disbursed to any active member without a Budget Request Form that is given to the Treasurer for approval.

#### Advisor

- A. Lambda Theta Nu Sorority, Inc. is required to have a faculty or staff advisor whose responsibility is to provide a cornerstone of leadership upon which the sorority, as well as its members, can build.
- B. Lambda Theta Nu Sorority, Inc. members should use the advisor as a sounding board for ideas, as a person knowledgeable of university policies, as a source of continuity, and as a person whose primary goal is to aid the sorority in reaching its objectives in a manner most beneficial to the organization itself, its members, the campus, and the Latino community.

- C. The advisor(s) should share a genuine interest in the sorority's purpose and want to develop an informal, out-of-class relationship with the women who share that common interest. The advisor, as an experienced resource person, gives support to the group, and is concerned about its function and continued progress. The overall goal of the advisor is to stimulate and develop a clear relationship between the programs of the sorority and the educational mission of the campus, and/or a respect for and celebration of the Latino experience.

## Election and Removal

- a. Any officers for the next academic year shall be selected by a simple majority vote of the total chapter's active membership toward the end of the academic year. **Active members have the right to vote for all positions including any positions they are nominated for.** New officers assume their duties at the end of the academic year and shall serve for one year.
- b. Officers may be removed for cause by a 2/3-majority vote of the total voting membership. Such a vote shall occur at a regularly scheduled meeting of the organization. The issue of removal, and the reasons, shall have been introduced at the previous regularly scheduled meeting.
- c. In case of removal, the total voting membership shall replace the vacant office by process of special election. The same voting procedure of simple majority will apply. The newly elected officer shall serve the remaining time in that office and meet criteria for the appropriate office.

## Election of Office

Election of officers will follow (inter)national requirements. Members interested in becoming an officer must meet the following academic requirements:

- Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.
- Be in good standing with the university and enrolled at least half time (six or more credit hours) if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits) if a graduate student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.
- Be ineligible to hold an office should the student fail to maintain the requirements as prescribed above.

## Term of Office

The term of office for all positions will be one year. All officers and advisors shall comprise the Executive Committee of the organization. The Executive Committee shall meet in addition to regular chapter meetings. The Executive Committee shall appoint such committees that are needed to carry out chapter goals.

#### **ARTICLE V: FINANCES**

**Lambda Theta Nu Sorority, Inc.** will have national dues determined by the national organization and local dues determined by the Iowa State University chapter leadership. For information regarding dues please contact the chapter treasurer. The dues will not exceed \$ 80 /semester.

All monies belonging to **Lambda Theta Nu Sorority, Inc** shall be deposited and disbursed through a bank account established at the Campus Organizations Accounting Office and/or **approved institution/office**. All funds must be deposited within 48 hours after collection. The adviser to this organization must approve and sign each expenditure request before payment. *An application is being developed for chapters to apply to be exempt from a COA only account.*

#### **ARTICLE VI: AMENDMENTS AND RATIFICATION**

An amended Recognition Document will be submitted within 10 days to the Student Activities Center for approval. The executive council will review this document annually and submit changes as necessary.