

**ALPHA PHI SIGMA**  
**University of Alaska Anchorage Chapter – Omega Xi**  
**CONSTITUTION**

**PREAMBLE:**

We, the members of Omega Xi, the University of Alaska Anchorage Chapter of Alpha Phi Sigma, in order to make the Criminal Justice professions and their practitioners more effective, to recognize scholastic achievement and excellence, to encourage research and the dissemination of knowledge so acquired to all members of the profession, to inspire a just pride in their work, and to apply scientific practices and techniques within the Criminal Justice fields, do hereby submit ourselves to be governed by the following Constitution and Bylaws.

**ARTICLE I: NAME**

This organization shall be known as Omega Xi, the University of Alaska Anchorage Chapter of Alpha Phi Sigma, the National Criminal Justice Honor Society.

**ARTICLE II: PURPOSE**

The purposes of Alpha Phi Sigma shall be to recognize and promote high scholarship among students actively engaged in college study in the Criminal Justice area, to keep abreast of the advances in scientific research, to elevate the ethical standards of the Criminal Justice professions and to establish in the public mind the benefit and necessity of education and professional training.

**ARTICLE III: MEMBERSHIP**

Membership is granted to those individuals who are currently enrolled as students at the University of Alaska Anchorage, and who meet the specific requirements listed in Article I: MEMBERSHIP, of the Omega Xi Chapter Bylaws.

**ARTICLE IV: CHAPTER MEETINGS**

The chapter meetings shall be directed by the Omega Xi Chapter Bylaws, Article IX: MEETINGS.

**ARTICLE V: CHAPTER OFFICERS AND EXECUTIVE COMMITTEE**

The officers of this chapter will be President, Vice-President, Secretary, Treasurer and Club Council Representative. Additionally there will be an elected Media Representative. These officers will be elected annually in the spring for the following year. These officers will make up the Executive Committee.

**ARTICLE VI: AMENDMENTS**

Section 1: Amendments to this constitution require approval by a simple majority vote of all active members.

Section 2: All proposed constitutional amendments shall be submitted to the Constitution and Bylaws Committee. Proposed amendments approved by this committee shall be submitted to the membership for a vote. No amendment shall conflict with the requirements set forth by the Association of College Honor Societies or the provisions on UAA Club Council.

#### ARTICLE VIII: NON-PROFIT STATUS

Section 1: The Omega Xi Chapter of Alpha Phi Sigma is organized exclusively for charitable, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954.

Section 2: No part of the net earnings of this Chapter shall inure to the benefit of any private individual and no substantial part of the activities of the membership shall be the carrying on of propaganda or otherwise attempting to influence legislation and the membership shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 3: Upon dissolution of the Omega Xi Chapter of Alpha Phi Sigma, the Executive Committee shall, after the paying or making provisions for the payment of all of the liabilities of the Chapter, dispose of all of the assets of the Chapter under the provisions set forth by UAA Club Council.

**ALPHA PHI SIGMA**  
**University of Alaska Anchorage Chapter – Omega Xi**  
**BYLAWS**

**ARTICLE I: MEMBERSHIP**

Section 1:

Membership shall be limited to students who have a 3.2 cumulative grade-point average (GPA), a 3.2 GPA in their Justice courses, and who have been accepted for membership by the National Organization. Regular members must be UAA students at the time of their initiation into Alpha Phi Sigma. Membership for graduate students is limited to those with a 3.4 GPA, and who have met the requirements for membership in the National Organization.

Prospective members shall submit an Alpha Phi Sigma application form to the club's faculty advisor, who will verify the applicant's qualifications for membership.

All applicants will be notified by the faculty advisor of their acceptance or rejection. New members will be initiated at the annual ceremony in December. The faculty advisor will forward to the club secretary, names of those who have been accepted as Alpha Phi Sigma members. Upon induction, the secretary will complete the National Membership Roster and submit it to the National Secretary.

Section 2:

If a regular member's GPA falls below the requirements set forth in Article 1 of these Bylaws, it is that member's responsibility to report the deficiency to the faculty advisor. At that time the members shall be placed on probation without loss of privileges for one additional semester. If, at the end of the probationary period, the member has not remedied the situation, the member will be asked to resign. Upon revocation of membership, the member's name will be removed from the rolls of the Local and National Chapter.

Section 3:

Graduate students holding an undergraduate degree in Criminal Justice shall be eligible for membership as provided in Section 1, providing they are pursuing studies for preparation for a career in a field relating to Criminal Justice.

Section 4:

Honorary memberships may be granted to recognize outstanding professional achievement and service to the Criminal Justice field by persons not eligible for regular membership in the society. An honorary membership is intended to be a recognition of service by the recipient, and to enhance the potential of the Society in meeting its basic objectives by expanding the membership base into the non-academic community.

To preserve the status of the Honorary Membership, no more than two such awards may be granted by the chapter in any given school year. Nominations for Honorary Membership shall be signed by no less than three active Chapter Members in good standing and shall include, in addition to a biographical sketch, a detailed explanation of the achievement or services to the Criminal Justice field which warrant the award.

All nominations will be reviewed by a committee appointed by the Chapter President. The committee's recommendations will be presented to the regular membership at the last regular meeting of each year. Members who have signed individual nominations should not be selected to serve on the Reviewing Committee.

A three-fourths (3/4) affirmative vote of the members present at the meeting are required to confer Honorary Membership on a nominee. Presentation of the Certificate of Honorary Membership shall be made at a function conducive to the honor of the event. Honorary members

shall enjoy all the privileges of active membership with the exception of the right to vote. A current mailing list of Honorary Members shall be maintained by the Secretary of the Chapter.

Section 5:

Life membership shall be automatically conferred upon all active members in good standing at the time of graduation from the University of Alaska Anchorage. Life members are encouraged to continue active participation in Alpha Phi Sigma upon payment of dues. Members not wishing to participate will revert to Inactive Life Membership status. A current mailing list of Life Members shall be maintained by the Secretary of the Chapter.

## ARTICLE II: ADVISOR

Section 1:

This chapter shall be assisted by an Advisor who is a full-time permanent employee of UAA. The Advisor's tenure is subject to annual review and approval by the membership.

Section 2:

The Advisor shall be chosen for his or her interest, ability to work with student effectively, and desire to promote the ideals set forth in the Constitution and Bylaws of this Society.

Section 3:

The Advisor may be granted Honorary Membership by a majority vote ballot of two-thirds (2/3) of the total active members of the Chapter provided the procedures for granting Honorary Membership are followed as set forth in Article I, Section 4 of these Bylaws.

## ARTICLE III: ELECTION OF EXECUTIVE COMMITTEE MEMBERS

Section 1:

Five Chapter Members shall be elected to serve as the Chapter Executive Committee for a period of one year. The elected positions which shall make up the Executive Committee are President, Vice-President, Secretary, Treasurer, and Club Council Representative.

Section 2:

Election of Executive Committee members shall be by simple majority. Elections will be held at the last meeting of the Spring Semester for the following school year.

## ARTICLE IV: RECALL OF EXECUTIVE COMMITTEE MEMBERS

Section 1:

Any Executive Committee member or the Advisor may be recalled for failure to adequately perform the duties of his or her office, or upon being placed on academic probation per Article I, Section 1 of these Bylaws.

Section 2:

Executive Committee members may not be recalled prior to the fourth month following their election. Removal shall be authorized by a three-fourths (3/4) affirmative vote of the total active Chapter membership.

Section 3:

The Advisor shall preside at recall proceedings.

## ARTICLE V: DUTIES OF EXECUTIVE COMMITTEE MEMBERS

### Section 1:

The President shall open each meeting of the Society. The President shall enforce the observance of order and decorum among those present. The President shall call for only one vote on each issue, and shall announce the results of all votes taken. The President shall form committees either from volunteers or by appointment. The President shall be an ex-officio member of all committees.

### Section 2:

The Vice-President shall perform all duties of the President during the President's temporary absences.

### Section 3:

The Secretary shall be the recording officer of the Society and shall be the custodian of all records except those specifically assigned to others. All records shall be open to inspection by any member of the Chapter at any reasonable time. The Secretary shall keep one book in which the Constitution, Bylaws, Rules of Order and Standing Rules shall be written. Copies of the Constitution and Bylaws shall be distributed by the Secretary. The Secretary is responsible for placing a copy of the minutes of each meeting in the Club Council box, and the Advisor's office by the Monday following the meeting.

### Section 4:

The Treasurer shall receive all money due the Local Chapter. The Treasurer shall submit s financial report to the Chapter at each regular meeting, or when called upon by the Executive Committee to do so. (National Dues shall be collected and transmitted by the Advisor.)

### Section 5:

The Club Council Representative shall attend UAA Club Council meetings as set. This Representative is responsible for keeping the Executive Committee informed as to the activities and issues at hand at Club Council.

### Section 6:

Duties of each officer will be limited to those duties as prescribed by Robert's Rules of Order and by the Bylaws of this organization.

## ARTICLE VI: FILLING VACANT EXECUTIVE COMMITTEE POSITIONS

### Section 1:

If an Executive Committee position is vacated, such vacancy shall be verified by the Advisor. Upon such verification, an election shall be held to fill the vacant position for the remainder of the term.

## ARTICLE VII: COMMITTEES

### Section 1:

The Projects and Activities Committee shall be responsible for initiation, supervision and coordination of projects undertaken by, and activities sponsored by the Chapter. Projects should include annual fundraising events, social activities, research projects, public relations projects and

a speaker program. The committee shall consist of a minimum of three members, with the Vice-President as committee chairperson.

Section 2:

The Constitution and Bylaws Committee shall be responsible for the continuous review of established policies and guidelines to determine any possible conflict with (or within) the Constitution or Bylaws and to ensure compliance with provisions required by the National Organization and UAA Club Council. The committee shall consist of a minimum of three members, with the Club Council Representative as committee chairperson.

Section 3:

The Chapter may authorize special committees by a majority vote of the members present at any meeting. Special committees shall be formed when necessary to perform one-time functions.

Section 4:

All committees shall be formed in accordance with Article V, Section 1 of these Bylaws. Committee chairpersons who fail to properly supervise or have committees properly perform their tasks, may be relieved by a majority vote of the Executive Committee members.

#### ARTICLE VIII: FEES AND DUES

Section 1:

National membership initiation fees are to be paid by Money Order. The amount is set by the National Headquarters of Alpha Phi Sigma. This entitles each new member to a pin, wallet card, and membership certificate. National membership initiation fees are payable to the Chapter Advisor.

Section 2:

Chapter dues are \$5.00 per person, per academic school year. Chapter dues are payable to the Chapter Treasurer and are to be paid prior to members being allowed to vote at regular meetings.

Section 3:

No person shall be excused from the payment of the above fees and dues except those who are Honorary Members or the Chapter Advisor.

#### ARTICLE IX: MEETINGS

Section 1:

Regular Chapter meetings shall be determined each semester to be held at the most convenient time for the academic schedule for the majority of members. A minimum one meeting per month shall be held during the academic semester.

Section 2:

Emergency and Special meetings may be called by the President. Special meetings must be called upon approval of the Advisor and the Executive Committee.

Section 3:

Two-thirds (2/3) of the active members shall constitute a quorum.

Section 4:

Regular members who are absent more than three consecutive meetings may be dropped from the active membership rolls. A vote of three-fourths (3/4) vote of the members present shall be required before a member is dropped from the active membership rolls. Academic conflicts are considered to be a valid excuse for absence.

ARTICLE X: AMENDMENTS

Section 1:

These Bylaws may be amended at any meeting by a simple majority vote of all attending Chapter members with representation of one vote per person.

ARTICLE XI: EXCEPTIONS

Section 1:

Proxy votes may not be used at any time for any purpose by this Society.