

CONSTITUTION AND BYLAWS  
OF THE  
LOUISIANA STATE UNIVERSITY CHAPTER  
OF GAMMA SIGMA DELTA,  
THE HONOR SOCIETY OF AGRICULTURE

As amended February 16, 2005

# CONSTITUTION

## ARTICLE I

### Name and Organization

Section 1. The name of the Chapter shall be the Louisiana State University Chapter of the Honor Society of Agriculture, Gamma Sigma Delta.

## ARTICLE II

### Mission

Section 1. The objective of this chapter is to encourage high standards of scholarship and proficiency in all branches of agricultural science and education and a high degree of excellence in the practice of educational pursuits.

Section 2. The purpose of this chapter shall be implemented by conferring membership, as an honor, on those students whose studies are directly related to agriculture, who have shown exceptional ability in their studies and on those alumni and faculty members who have rendered outstanding service to agriculture. All laws, rules and regulations of this Chapter shall be in harmony with this purpose and shall be so framed as to emphasize and promote the honorary character of this society.

## ARTICLE III

### Membership

Section 1. The following are eligible for election to membership in this Chapter:

- A. Undergraduates in the College of Agriculture and in Biological and Agricultural Engineering in the College of Engineering. In total, the chapter may initiate that number of undergraduate students not exceeding 15 percent of the senior class.
  1. Juniors or seniors who have carried and completed at least 24 credit hours at LSU and have attained an LSU and overall grade point average of 3.2 or better.
  2. Those who rank scholastically in the upper five percent if juniors or in the upper 15 percent if seniors within the class of eligible students, based on the LSU grade point average.

B. Students of the Graduate School or School of Veterinary Medicine who:

1. Show superior ability to carry on research and/or advanced study in agricultural or related sciences and promise of making worthwhile contributions in these fields,
2. Have completed 40 percent of the required hours for the advanced degree being sought,
3. Have attained an LSU grade point average of 3.5 or better for work toward a graduate or professional degree.

C. Faculty or professional staff who have an appointment in the College of Agriculture, the Agricultural Center, or the School of Veterinary Medicine, and who:

1. Have shown outstanding teaching, research, extension, and/or service (may include administration) in agricultural or related sciences.
2. Been on appointment at LSU for at least three years.

D. Alumni who have:

1. Shown outstanding work in or service to agricultural or related sciences.
2. Graduated from the LSU College of Agriculture or the LSU School of Veterinary Medicine or an institution with a Gamma Sigma Delta chapter.
3. Graduated at least 5 years prior to election to membership.

E. Honorary membership may be awarded to an individual who has furthered agricultural or related sciences but is not eligible in the above categories. Such membership is a prestigious award, limited to one such award per year. Individuals so honored need not have a degree or be directly involved in agriculture, but should be leaders at the university, community, state, regional, or national level.

Section 2. Election of members in this Chapter shall be made at the meeting held for that purpose.

- A. Before this meeting, nominations for membership may be made by any member using the official forms for that purpose and presenting them to the membership committee. From these forms this committee shall prepare a list of persons eligible for membership according to Article III, Section 1.
- B. Election of members shall be by secret ballot, and candidates must receive favorable votes from two-thirds of all active members present at

the meeting. Quorum rules shall be in effect. Results of this election shall be tabulated and announced before adjournment of the meeting.

- Section 3. Membership in Gamma Sigma Delta may be activated in this chapter upon application to the Secretary.
- Section 4. Active members of this Chapter shall have voting rights and shall consist of those members of Gamma Sigma Delta who have paid the annual dues for the current year, as required by the Louisiana State University Chapter.
- Section 5. Any active member of the LSU Chapter of Gamma Sigma Delta, at the time of his or her retirement, automatically becomes a life member of this Chapter without payment of dues. Life members may participate in all Chapter activities without voting rights.

## ARTICLE IV

### Officers

- Section 1. The executive officers of this Chapter shall include a president, president-elect, secretary, treasurer, historian and immediate past president. These officers shall constitute the executive committee.
- Section 2. The president and president-elect shall be elected for a period of one year and shall not succeed themselves. In the event that the office of president becomes vacant, it shall automatically be filled by the president-elect, and no president shall be elected unless circumstances prevent the president-elect from assuming the office of president. In this instance, the members shall elect a president to fill the vacancy until the new president-elect becomes eligible to succeed to the presidency.
- The secretary, treasurer, and historian shall be elected for two-year terms and shall not succeed themselves. The secretary and treasurer shall be elected in alternate years.
- Should any of the offices of secretary, treasurer, or historian be vacated, the remaining members of the executive committee shall appoint an active member to the vacated position to assume the role and responsibilities of that position and to finish the usual term in the same office. The appointee shall not be prohibited from seeking an elected term in the same office upon termination of the appointed term.
- Section 3. Nominees for the above offices shall be active members and shall be submitted by the nominating committee at the spring business meeting. Additional nominations shall be accepted from the floor.
- Section 4. Election of the above officers shall be by a simple majority vote of all active members present at the business meeting with quorum rules in effect.
- Section 5. Term of office shall begin on May 1.

## ARTICLE V

### Fees

- Section 1. An initiation fee in the amount stated in the bylaws shall be paid by each individual accepting an invitation to join this Chapter.
- Section 2. Annual dues in the amount determined by procedures stated in the bylaws shall be assessed the active membership annually, due January 1.
- Section 3. Additional fees may be assessed for special purposes as requested by the executive committee and approved by a three-fourths majority of the active members present with quorum rules in effect.

## ARTICLE VI

### Adopting and Amending the Bylaws

- Section 1. This Chapter shall adopt such bylaws as may be necessary for the proper conduct of its affairs and the interpretation and execution of this constitution.
- Section 2. The bylaws may be amended by two-thirds vote of the active membership, through a mail or electronic ballot or by two-thirds vote of active members assembled at a meeting, provided that the proposed amendment has been submitted to each member at least two weeks prior to the meeting at which it is offered. An approved amendment(s) shall be submitted to Gamma Sigma Delta International following the meeting at which it (they) are passed or upon certification of results of mail or electronic balloting, if used. Amendment(s) shall become effective upon notification of approval by Gamma Sigma Delta International.

## ARTICLE VII

### Amendments to the Constitution

- Section 1. This constitution may be amended by a two-thirds vote of the active membership, through mail or electronic ballot, or by two-thirds vote of members assembled at a meeting, provided that the proposed amendment has been submitted to each member at least two weeks prior to the meeting at which it is offered. An approved amendment(s) shall be submitted to Gamma Sigma Delta International following the meeting at which it (they) are passed or upon certification of results of mail or electronic balloting, if used. Amendment(s) shall become effective upon notification of approval by Gamma Sigma Delta International.

## ARTICLE VIII

### Rules of Operation

- Section 1. The rules contained in the most recent edition of Robert's Rules of Order shall govern this organization in all cases where they are applicable and consistent with the constitution and bylaws of this Chapter.
- Section 2. A quorum shall consist of 10 percent of the total number of active members.

## BYLAWS

### ARTICLE I

#### Definition of the Field of Activity

- Section 1. In order that this Chapter of the Honor Society of Agriculture, Gamma Sigma Delta, be of the greatest service to mankind and enjoy success and prosperity, it must possess and promote the ideals of responsible scholarship. The Chapter acknowledges the worth of individuals who have demonstrated outstanding attainment in agriculture, whether it be in the classroom, in the research laboratory, or in the promotion or practice of the agricultural arts and sciences. It recognizes the spirit of unselfish devotion that ensures service and loyalty to the agricultural professions.

### ARTICLE II

#### Duties of Officers

- Section 1. The president shall:
- A. Preside over all business meetings of both the Chapter and the executive committee,
  - B. Coordinate the work of the executive committee,
  - C. Appoint committees as provided for by Articles IV and V of these bylaws and such other committees as deemed necessary to carry out the functions of this Chapter, and
  - D. Prepare an annual report of the activities of this Chapter, to be submitted to the International Society no later than May 1.
- Section 2. The president-elect shall:
- A. Assume the duties of the president in the president's absence,

- B. Assist other members of the executive committee in coordinating the extension of activities of this Chapter, and
- C. Act as Chair of the constitution review committee.

Section 3. The secretary shall:

- A. Be custodian of all records of membership,
- B. Collect, record, and disseminate all matters of decision made by this Chapter,
- C. Maintain a source of information relative to this Chapter's functions, which shall include the constitution and bylaws and all matters pertaining thereto, and
- D. Work with the president to prepare an annual report of the activities of this Chapter, to be submitted to the International Society no later than May 1.

Section 4. The treasurer shall:

- A. Prepare an annual budget,
- B. Collect and be custodian of all funds,
- C. Keep records to income and expenditures,
- D. Render to the membership an annual report on all financial transactions, and
- E. Submit financial records to the audit committee within 30 days of the end of the Chapter's fiscal year or when requested by the executive committee or by a three-fourths vote of the active membership.

Section 5. The historian shall:

- A. Maintain a chapter archive and chapter history,
- B. Record the important historical facts relating to the Chapter,
- C. Report and publish the important facts relating to the Chapter,
- D. Update the chapter history annually and make it available to the membership,
- E. Provide visibility to the chapter history and current activities through displays at chapter functions and on permanent bulletin boards, and
- F. Coordinate and continue development and maintenance of the chapter's Internet site.

## ARTICLE III

### Government and Functions

Section 1. This Chapter shall be required to:

- A. Submit 6 copies of any proposed changes to this constitution and bylaws to the International Society,
- B. Submit a list of Chapter officers to the International Society immediately after election,
- C. Submit the names of new members in duplicate to the International Society on summary forms provided by the secretary,
- D. Submit an annual report of the Chapter's activities to the International Society. The report shall cover the 12-month period ending with April 30 or the current year's pending initiation, whichever is later.
- E. Submit the name of an official delegate to represent this Chapter at the Biennial Conclave, and
- F. Encourage the Chapter's members to purchase and display the emblem of the Society.

## ARTICLE IV

### Committees

Section 1. Committee chairs and members shall be appointed by the president or the president's representative except where limited by the articles of this constitution and bylaws. Members shall not serve on more than one committee unless absolutely necessary. Committee appointments will normally be for three years. Student members may be appointed to committees for a term of one year.

Section 2. Executive Committee:

- A. Shall be composed of the president, president-elect, secretary, treasurer, historian, and the immediate past president.
- B. In the event that the office of president becomes vacant and the president-elect automatically fills the office of president, the executive committee shall function with one less member for that period.
- C. Meetings shall be called at the discretion of the members.
- D. This committee shall have the full power to act in all matters pertaining to the welfare and to the promotion of the interests of this Chapter except where limited by articles of the constitution and bylaws.



### Section 3. Awards Committees:

- A. Shall be composed of up to five members (not more than one from the School of Veterinary Medicine or any one department, school or division of the Agricultural Center or the College of Agriculture) appointed by the president or the president's representative.
- B. This committee shall be responsible for establishing and amending criteria for selection of nominees, obtaining nominations, and selecting recipients for the following awards:
  - 1. The Distinguished Achievement in Agriculture by a Gamma Sigma Delta member Award of Merit
  - 2. The International Award for Distinguished Achievement in Agriculture by a Gamma Sigma Delta member
  - 3. Sophomore, Junior, and Senior Scholarship Recognition Certificates
  - 4. Certificates of Merit.

### Section 4. Membership Committee:

- A. Shall be composed of five members (not more than one from the School of Veterinary Medicine or any one department, school or division of the Agricultural Center or the College of Agriculture) appointed by the president or the president's representative.
- B. Shall function in accordance with Article III of this constitution.
- C. Shall be responsible for nominating juniors and seniors for membership, and
- D. Shall secure nominations for alumni, graduate students, Veterinary Medicine students, faculty, and honorary members from the membership.

### Section 5. Publicity Committee:

- A. Shall be appointed by the president or the president's representative. The number of committee members shall be at the discretion of the appointing officer.
- B. This Committee shall be responsible for publicity including:
  - 1. The promotion of this Chapter,
  - 2. Encouraging student enrollment in the College of Agriculture and the School of Veterinary Medicine of Louisiana State University, and
  - 3. Promotion of agriculture in general.

### Section 6. Constitution Review Committee:

- A. Shall be appointed by the president or the president's representative. The committee shall be composed of three members including the president-elect as chair.

- B. This committee shall be responsible for suggesting changes in the constitution and bylaws to be considered by the members of this Chapter.
  - 1. Shall receive and review proposed revision(s) to the constitution and bylaws;
  - 2. Shall present suggested revisions at a regular business meeting and at each succeeding business meeting until the matter is concluded; and
  - 3. Shall notify all members of proposed amendments at least two weeks prior to a meeting at which these amendments are to be considered.

Section 7. Project Committee:

- A. Shall be composed of three members (not more than one from the School of Veterinary Medicine or any one department, school, or division of the Agricultural Center or the College of Agriculture) appointed by the president or the president's representative.
- B. Shall be responsible for exploring, evaluating, and proposing new projects for fulfilling the obligations of this Chapter under Article II, Section 1, of the constitution.
  - 1. Projects approved by this committee shall be presented to the executive committee for its consideration and possible action, and
  - 2. The membership shall be informed of the disposition of projects considered by the executive committee.

Section 8. Nominating Committee:

- A. Shall be composed of five members (not more than one from the School of Veterinary Medicine and any department, school, or division of the Agricultural Center or the College of Agriculture) appointed by the president or the president's representative and chaired by the immediate past president,
- B. Shall submit a slate of at least one active member nominee for each office to be filled, with the opportunity for nominations for individual offices from the floor, to the assembled membership at the spring business meeting, and
- C. The nominating committee shall, as soon as its nominees are identified (a minimum of two weeks prior to the spring business meeting), provide the Historian the names of the nominees for each open office for publishing on the Chapter's website.

Section 9. Initiation Function Committee:

- A. Shall be appointed by the president or the president's representative, and
- B. The number of members shall be at the discretion of the appointing officer.

Section 10. Spring Banquet/Reception Committee:

- A. Shall be appointed by the president or the president's representative, and
- B. The number of members shall be at the discretion of the appointing officer.

Section 11. Audit Committee:

- A. Shall be appointed by the president or the president's representative,
- B. The number of members shall be at the discretion of the appointing officer, and
- C. This committee shall audit the financial records of this Chapter when directed to do so by the executive committee or a three-fourths vote of the active members present and voting. Quorum rules to be in effect.

Section 12. Science/Social Studies Fair Committee:

- A. Shall be appointed by the president or the president's representative,
- B. The number of members shall be at the discretion of the appointing officer, and
- C. The committee shall be responsible for securing judges, judging state science/social studies fair entries that are agricultural in nature, and making awards to the students selected as winners.

Section 13. The president may create committees and appoint members as needed or as directed by the membership.

## ARTICLE V

### Meetings

Section 1. A fall business meeting shall be held early in the fall semester, at which time regular business of this Chapter shall be discussed, the proposed budget considered for approval, committee reports made, new members proposed and initiates approved.

Section 2. An annual initiation function shall be held in the fall semester, at which time new members shall be initiated and an address made by a guest speaker.

Section 3. A spring business meeting shall be held early in the spring semester, at which time regular business of this chapter shall be discussed, committee reports made, and officers elected.

Section 4. An annual awards banquet meeting shall be held in the spring semester, before April 30, at which time student scholarship recognition certificates are presented; certificates of merit are awarded for teaching, research, extension, alumni, and distinguished achievement in agriculture. New officers will be

installed. Addresses shall be made by the retiring president and/or a guest speaker.

- Section 5. Special meetings may be held at any time the executive committee or a three-fourths majority of the active membership shall deem it necessary in order to carry out the functions of this Chapter as outlined in its constitution and bylaws.

## ARTICLE VI

### Awards

#### Section 1. The Distinguished Achievement in Agriculture Award of Merit

- A. This award shall be presented to an active Gamma Sigma Delta member who has made an outstanding contribution, either directly or indirectly, to agriculture in the last five years in the form of teaching, research, extension, or other distinguished service, and
- B. Such distinguished achievement may be in any field related to agriculture.

#### Section 2. The International Award for Distinguished Achievement in Agriculture

- A. A nominee for this award shall be selected from among the three most recent recipients of the Chapter Distinguished Achievement in Agriculture Award of Merit and submitted to the International Society,
- B. The nominee for this award must fulfill the following requirements:
  - 1. Must have made an outstanding contribution, either directly or indirectly, to agriculture in the last five years in the form of teaching, research, extension, or other distinguished service, and
  - 2. Must be an active a member of Gamma Sigma Delta.
- C. The secretary shall furnish the International Society with the name of the nominee no later than May 1.

#### Section 3. Sophomore, junior, senior and graduate scholarship and recognition awards for the promotion of better scholarship

- A. Recipients of these awards must fulfill the following requirements:
  - 1. Sophomore awards:
    - a. Must have completed at least 30 and not more than 60 hours and at least 60 percent of these hours must have been received at Louisiana State University, and
    - b. Must have attained high scholastic standing of not less than a 3.5. The scholastic average shall include all accumulated work and shall be determined by the usual methods prevailing at Louisiana State University.
    - c. This award may be received only once.

d. Each recipient shall be presented with a certificate.

2. Junior award:

- a. One recipient to be selected from among those initiated in Gamma Sigma Delta during the previous semester, and
- b. Must have attained highest scholastic average. This average shall be based on accumulated work and shall be determined by the usual methods prevailing at Louisiana State University. At least 25 percent of the hours attained must have been received at LSU. In the event of a tie between applicants when using the criteria of highest academic average, extracurricular activities will be considered.
- c. The recipient shall be presented with a monetary award with the exact amount to be determined by a special committee consisting of that year's members of the awards committee, the president and the treasurer.

3. Senior award:

- a. One recipient selected from those initiated in Gamma Sigma Delta during a previous year or initiated in the current year,
- b. Must have attained the highest scholastic average. This average shall be based on accumulated work and shall be determined by the usual methods prevailing at Louisiana State University. In the event of a tie between applicants when using the criteria of highest academic average, extracurricular activities will be considered, and
- c. Must have completed requirements for graduation during the academic year in which being honored, and at least 25 percent of the hours must have been received at Louisiana State University.
- d. The recipient shall be presented with a monetary award with the exact amount to be determined by a special committee consisting of that year's members of the awards committee, the president and the treasurer.

4. Graduate Student Merit Honor Roll Award

Recipients of the Graduate Student Merit Honor Roll Award will be selected based on established criteria. Recipients will be recognized and awarded certificates of appreciation.

5. Outstanding M.S. Student Award:

- a. One recipient selected from members of Gamma Sigma Delta,
- b. Recipients will be selected based on established criteria,
- c. Must have contributed to the teaching, research or service missions of Louisiana State University,

- d. The recipient shall be presented with a monetary award with the exact amount to be determined by a special committee consisting of that year's members of the awards committee, the president and the treasurer.
- 6. Outstanding Ph.D. Student Award:
  - a. One recipient selected from members of Gamma Sigma Delta,
  - b. Recipients will be selected based on established criteria,
  - c. Must have contributed to the teaching, research or service missions of Louisiana State University,
  - d. The recipient shall be presented with a monetary award with the exact amount to be determined by a special committee consisting of that year's members of the awards committee, the president and the treasurer.
- B. More than one sophomore may be awarded certificates and monetary awards each year; however, only one junior, one senior, one M.S. student, and one Ph.D. student shall be so honored.

#### Section 4. Certificates of Merit

- A. These certificates shall be awarded to individuals who are active or life members of the LSU Chapter of Gamma Sigma Delta, who have made distinct contributions to agriculture in the classroom through research, extension, administration, or other service and are currently employed in an active status
  - 1. Teaching – shall be awarded to an outstanding teacher.
  - 2. Research – shall be awarded to an active researcher who meets the criteria above and has made an outstanding contribution either directly or indirectly related to agriculture
  - 3. Extension – shall be awarded to an extension faculty/staff member in the Agricultural Center (including county agents and Extension home economists, associates, or assistants) who has made an outstanding contribution either directly or indirectly to agriculture.
  - 4. Teaching Outside of Agriculture – shall be awarded to an outstanding teacher in an area outside agriculture who has contributed significantly to the education of graduate or undergraduate agricultural students.
  - 5. Alumni and/or Professional – shall be awarded to an alumnus or any resident of Louisiana who has made an outstanding contribution either directly or indirectly to agriculture.

## Section 5. Teacher Merit Honor Roll

Recipients of the Teacher Merit Honor Roll Award will be selected based on established criteria. Recipients will be recognized and awarded certificates of appreciation.

Section 6. Administrators shall not be eligible for the Teaching, Research or Extension awards after three years in their administrative position unless a portion of their position is funded directly for teaching, research, or extension.

Section 7. The names of the recipients of the above listed awards shall be certified to the International Society Secretary.

Section 8. No individual shall be honored by more than one award in any one calendar year, with the exception of the Teacher Merit Honor Roll.

Section 9. No recipient shall be honored with the same award within any single five-year period, with the exception of the Teacher Merit Honor Roll.

Section 10. Nothing in Article VII, Sections 1, 2, and 3 shall be construed as making it mandatory to grant any or all of these awards every year if the membership does not desire to do so.

Section 11. The president may appoint a committee to suggest new awards to be recommended to the membership. A new award would be approved by simple majority at a meeting of the membership.

## ARTICLE VII

### Dues

Section 1. Membership in the International Society is for life. The initiation fee shall be set by the executive committee and shall be sufficient to cover the International Society's charge, the following year's individual chapter membership dues, and a proportionate share of the cost of the initiation function.

Section 2. The following year's annual chapter membership dues for active members shall be set by two-thirds majority vote of active members present with quorum rules in effect at the spring business meeting of each year with the exceptions that, should no changes to the dues be proposed or no majority agreement be reached, the dues amount for the following year will be the same as the current year's dues. Any proposal for dues changes shall be submitted to the active membership at least two weeks prior to the meeting at which it is offered.

Section 3. Membership dues are due January 1<sup>st</sup> of each year. A member delinquent in paying dues shall be notified to this effect and shall be dropped from the roll of active members unless dues are paid by January 1<sup>st</sup> of the following year. Active chapter membership may be restored upon payment of dues for the current year.

Section 4. The membership year shall be from January 1 to December 31.