

PREAMBLE

We, the *Lambda Omicron Pi* Chapter of the American Criminal Justice Association/Lambda Alpha Epsilon, shall be immediately deferred all property, rights, privileges, and obligations of the Association of Law Enforcement with the adoption and ratification of the following Constitution and Bylaws, thereby resulting in the immediate termination of the Association of Law Enforcement. Not unmindful of the richness of the past, this Chapter will accept the Grand Chapter's Bylaws, in total, and make certain additions which shall be listed below.

ARTICLE I: CHAPTER DESIGNATION

- A. This Chapter shall be known as the *Lambda Omicron Pi* Chapter of the American Criminal Justice Association/Lambda Alpha Epsilon

ARTICLE II: GOALS & OBJECTIVES

- A. The Goals and objectives of this Chapter shall be to:
1. Promote high standards of ethical conduct both internally and externally to the criminal justice field
 2. Promote professionalism in criminal justice personnel and agencies.
 3. Create awareness of viable criminal justice issues.
 4. Encourage the establishment and expansion of higher education and professional training in criminal justice.
 5. Encourage education within the criminal justice field.
 6. Improve criminal justice by creating networks between professional and educational organizations.

ARTICLE III: MEMBERSHIP

- A. Qualifications for Chapter Membership
1. Those eligible for membership in the Chapter consist of:
 - a. Undergraduates and Graduates (majors and minors) in the College of Justice & Safety including Forensic Science, Military Science and Alumni of these programs;
 - b. Individuals who are currently employed in the criminal justice field;
 - c. Those honorably retired from the criminal justice field;
 - d. Others unanimously approved by the Executive Board; and
 - e. Those students who maintain a minimum 2.5 GPA
 2. No person shall be considered for membership whose occupation or activities are in conflict or inconsistent with the goals and objectives of the American Criminal Justice Association/Lambda Alpha Epsilon

3. Any Person convicted of a felony may be considered for membership five (5) years after the expiration of sentence and must receive approval of the Chapter (two thirds vote of the membership), the active Executive Board (unanimous approval), and the Regional President.

B. Maintaining good standing within the organization.

1. In order to maintain good standing within the organization each member must attend 50% of events in each section and 75% of business meetings without an approved absence which includes any absence related to work, family, and academics as approved by the Executive Board. If a member fails to meet these requirements the member shall placed on probation during the next semester.

C. Inactive Semesters

1. Any member that is forced into a position in which the required number of events cannot be met during a semester may elect to take a one time inactive semester. In order to qualify for an inactive semester the member must pay their dues for that semester and turn in a letter explaining why they must go inactive to the executive board.
2. Any member that anticipates more than one semester of inactivity may petition the executive board for an extended leave of absence. Once a petition is filed the member shall meet with the executive board and discuss the reason for extended inactivity. The executive board will then consider the members request for inactivity and vote to approve the request. A majority vote by the current executive board is required to approve a petition for extended inactivity. Once approved the member will be called before the executive board where they will sign an acceptance letter that will also be signed by the President and Vice President of the chapter. The member will then receive a copy of the letter and the original will be placed on file in the extended absence file. Members that are approved for extended absence will still be required to pay dues during each semester that they are inactive. Any late dues will incur all the normal penalties that would be incurred by any member.

D. Membership Dues

1. Membership dues shall consist of a \$20 dollar fee assessed each semester and a one time initiate fee of \$50 that shall be assessed after the completion of the pledge period. Annual national membership dues shall be handled through the National Chapter.
2. Due payments are required to be turned in by the second meeting of each semester. In the event that dues are turned in late a \$10 fee will be assessed if dues are up to one week late. After one week any member not paying by that time will be automatically placed on probation for the semester.

E. Transfer of Membership

1. A member in good standing in any chapter or a Member at Large in any region, and against whom no charges are pending, who desires to affiliate with this chapter may file an application for membership to this Chapter and incur all Chapter membership dues upon membership approval.

ARTICLE IV: OFFICERS, CHAIRS, AND THEIR DUTIES

A. The Officers of this Chapter shall consist of a President, a Vice President, a Treasurer, a Secretary, a Sergeant At Arms, a Historian and a Pledge Advisor.

1. The President shall perform the duties as stated in the current edition of Robert's Rules of Order.
2. The Vice President shall perform the duties as stated in the current edition of Robert's Rules of Order.
3. The Secretary shall perform the duties as stated in the current edition of Robert's Rules of Order.
4. The Treasurer shall perform the duties as stated in the current edition of Robert's Rules of Order.
5. The Sergeant At Arms shall assist in preserving order as the chair may direct. Upon direction of the chair, and the Chapter's approval, he or she conducts from the room any disorderly person who refuses to leave upon request. He or she also shall oversee the proper physical maintenance of the meeting room.
6. The Historian shall be responsible for taking pictures of events and speakers in addition to the scrapbook. He will also be responsible for knowing and documenting the history of the organization for future members.
7. The Pledge Advisor will be responsible for running and operating the Pledge Program which will induct new members into the organization.

B. Committees, standing or ad hoc, shall be appointed by the president. The Executive Board, from time to time, may deem necessary to carry out the work of the committees. The Committee Chairs shall consist of a Fundraising, a Community Service, a Public Relations, a Social, a Technology, and a Rush/Pledge Chair.

1. The Fundraising chair shall be responsible for the planning, setup and attendance of fundraisers.
2. The Community Service chair shall be responsible for the planning, setup and attendance of Community Service Events.
3. The Public Relations Chair shall be responsible for the recruiting of new members in addition to merchandising of Lambda Alpha Epsilon products.
4. The Social Committee Chair shall be responsible for the planning, setup and attendance of all social events during a semester.
5. The Technology Chair shall be responsible for coding, maintenance and upkeep of the organization web site in addition to any other technological issues that may arise.

6. The Rush/Pledge Chair shall be responsible for the helping the Pledge Advisor in the planning, organization and implementation of rush and pledge events.

ARTICLE V: EXECUTIVE BOARD

- A. The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, and Sergeant At Arms.
- B. The Executive Board shall have general supervision of the affairs of the Chapter and shall make recommendations as to the matter brought before it.
- C. The Executive Board shall be invested with the authority to interpret the Constitution and Bylaws of this Chapter.
- D. A majority vote of the Executive Board is required for passage of an Executive Board proposal. All actions of the Executive Board shall be subject to review and approval by the majority of the active members present at the meeting in which said proposal is presented. An objection to an Executive Board proposal must have a majority vote of those active members present at the meeting in which the objection is raised to bring the objection to the floor. A majority vote of the active members present at the time of the objections shall overrule any action of the Board, with the exception of those matters covered under Article V, Section C.
- E. The Executive board shall meet each week to discuss and organize current issues within the Chapter.

ARTICLE VI: OFFICER ELECTIONS & ELECTION PROCEDURES

- A. Nominations for all officer positions shall be made at the first regularly scheduled meeting following Spring Break during the Spring Semester. At the following regularly scheduled meeting, the elections of all officer positions shall take place.
- B. Only members of the Chapter may nominate someone or themselves as a candidate for an officer position.
- C. Only members of the Chapter may cast votes in officer elections.
- D. All elections shall be completed by secret ballot.
- E. The highest vacant officer position must be filled before padding on to the next vacant officer position.
- F. Members must be present at the scheduled election meeting to cast a vote.

- G. A majority of all votes cast must be secured by one nominee to secure election to an officer position.
- H. The term of each officer position shall be one calendar year, and commences with the last scheduled event in the spring semester.
- I. After the elections and prior to the first meeting conducted by the newly elected officers, both the incoming and outgoing officers shall meet where the outgoing officers shall instruct and advise the incoming officers as to the specific duties and responsibilities of each office and exchange all official records.
- J. When only one candidate is nominated for an officer position, the requirement for election shall be disposed of and said person shall be directly elected to the nominated position.
- K. In case of a tie or divided vote, the names of the nominees receiving the two highest numbers of votes shall be voted upon again to secure a majority vote. If the second voting results in a tie vote, the incumbent Executive Board shall cast the decisive vote. The nominee receiving the majority of the Executive Board's votes shall be elected to the officer position
- L. In any event that an Officer/Executive Board member chooses to resign or is unable to fulfill their duties of their designated office, an immediate special election will be held to replace the officer and will follow the proceedings as stated above. Those officers elected by special election shall serve only the remainder of the current term until the next regularly scheduled elections.

ARTICLE VII: MEETINGS

- A. Regularly scheduled Chapter meetings shall be held every week with the date, time, and place to be designated and announced by the Executive Board.
- B. Special meetings may be called at any time by the President of the Chapter in accordance with two active Executive Board members, or by written request by one-third of the active members, providing the purpose of the meeting is stated in the call.
- C. Chapter meetings will be conducted pursuant to Robert's Rules of Order (Article VIII, Section A), unless suspended by a majority vote of the Executive Board present at said meetings.

ARTICLE VIII: ORDER OF BUSINESS

- A. The following Order of Business shall prevail in this Chapter's regularly scheduled meetings unless set aside by the majority vote of the Executive Board present at said meeting.
 - 1. Roll Call;
 - 2. Reading of the minutes of the previous meeting;
 - 3. Reports by committees and officers;
 - 4. Discussion of unfinished or old business;
 - 5. Discussion of new business;
 - 6. Presentation of new Executive Board proposals, amendment proposals to Chapter Constitution and Bylaws, and other bills;
 - 7. Discussion of the next meeting;
 - 8. Announcements
 - 9. Adjournment

- B. Guest speakers or special programs may be heard or conducted at any time during a meeting regardless of the above Order of Business.

Article IX: DISCIPLINARY PROCEDURES

- A. Removal of Officers
 - 1. Any officer who fails to attend 75% of events in each section and 90% of business meetings without an approved absence which includes things related to work, family, and academics as approved by the Executive Board shall automatically lose his or her office. The delinquent may appeal his or her removal to the membership. A two-thirds vote of the active members present at the next regularly scheduled meeting shall be necessary to reinstate said officer.
 - 2. Any officer may be impeached upon the presentation of a petition stating the charges against said officer and signed by at least one-third of the active board members. The petition shall be presented to the Executive Board which shall investigate the charges and make its findings known to the membership. The presentation of investigation results by the Executive Board shall be conducted in executive session. If charges are confirmed, a three-fourths vote of all the active members present at said executive session shall be necessary for removal of the officer.
 - 3. If any officer is removed from his or her office by the proceedings outlined above, a special election for the vacated office shall be implemented following the procedures outlined in Article VI, Section M
 - 4. Any officer may resign his or her office by submitting a written resignation to the Executive Board.

- B. General Disciplinary Procedures for Members
1. Actions tending to injure the good name of the Chapter or the Association, disturb their well-being, or hamper their work may result in the imposition of appropriate disciplinary action against said member as deemed necessary by the Executive Board. A three-fourths vote of the active members shall be required for the actual application of such disciplinary action.
 2. All members must remain in good standing within the bindings of this constitution or they shall be subject to the disciplinary proceedings as outlined above.
- C. Probationary Procedures
1. Any member placed on probation will be subject to the following conditions. If all conditions are met then the member shall regain good standing within the organization. If the conditions are not met then the offending member shall be dishonorably discharged from the organization.
 - a. The probationary member shall still be responsible for any and all financial obligations for both the current and any subsequent semesters.
 - b. A letter of apology and intent to regain good status must be turned in to the executive board.
 - c. The member shall still be required to meet the % of events required for the next semester.
 - d. A member placed on probation can not attend any Regional or National events.
 - e. If the member is placed on probation for not meeting the required number of events during a semester then a letter explaining the reasons for missing the events must be turned in to the executive board.

ARTICLE X: GENERAL FUND

- A. A “General Fund” is hereby created. All revenues derived from any source shall be in the care of the Treasurer and shall be administered following the rules and regulations of Eastern Kentucky University.

ARTICLE XI: AMENDMENT OF CONSTITUTION & BYLAWS

- A. The Chapter Constitution and Bylaws may be amended only after a proposed amendment is properly presented for consideration at a regularly scheduled meeting. Voting on said proposed amendment shall take place during the following regularly scheduled meeting.
- B. A two-thirds vote of the voting membership present at the meeting shall be necessary to amend any article or section of the Chapter Constitution and Bylaws.

- C. Voting shall be conducted by secret ballot. The Secretary shall collect and count each vote and then repeat to be sure they are accurately recorded.
- D. If any amendment passes the two-thirds requirement, said amendment will be considered ratified, or proclaimed, effective immediately.

ARTICLE XII: RATIFICATION

- A. To be officially ratified, the Chapter Constitution and Bylaws are required to be approved by three-fourths of the active members present at the meeting in which said Chapter Constitution and Bylaws are presented.
- B. Voting shall be conducted by secret ballot. The secretary shall collect and count each vote and then repeat to be sure they are accurately recorded.
- C. If the three-fourths requirement is fulfilled, the Chapter Constitution and Bylaws will be considered ratified, or proclaimed, effective immediately.