

# Constitution & Bylaws

Of

Rho Sigma Alpha Sorority Inc.



Alpha Sigma Delta Youth Sorority and the Radiating Rhoetts Diamond Auxiliary both serve as auxiliaries for Rho Sigma Alpha Sorority Incorporated.

## PREAMBLE

Whereas, the founding ladies of Rho Sigma Alpha Sorority, stand united with the unwavering spirit of strength, sisterhood, and fierceness. Founded in Newark, Delaware August 8th 2023 by Lashyra Escobosa, Annissa Rena Marshall-Robinson, and Audrea Dickinson, our sorority is bound by a common vision to create an empowering sisterhood that nurtures personal growth, academic excellence, service, and fearless leadership.

Therefore, be it resolved that the Auxiliary of Alpha Sigma Delta Youth Sorority & Radiating Rhoetts Diamond Auxiliary are both auxiliaries of Rho Sigma Alpha Sorority, Inc.. Ever observing the rules and regulations promulgated by Rho Sigma Alpha Sorority Inc. Do hereby ordain, establish and promulgate the following constitution, status and general government of this organization and its chapters in accordance with fifty one states. Operating under the Jurisdiction: said organization having been established on August 8, 2023 in Newark, Delaware.

The object of the organization shall be Fraternal, educational, charitable, benevolent, and sisterhood.

## MISSION

Rho Sigma Alpha Sorority is dedicated to empowering women from diverse backgrounds, fostering a sisterhood that celebrates unity, strength, and resilience. We strive to create an environment that encourages personal development, fosters strong bonds, and instills the course to confront challenges head-on.

## VISION

Our vision is to be a transformative force that uplifts and empowers women and young ladies, transcending barriers, leading with passion, determination, and purpose. Rho Sigma Alpha envisions a world where our members embrace their individuality, support one another, and fearlessly pursue dreams.

## VALUES

1. **Strength:** We believe in the power of inner strength to overcome obstacles and adversity. Our sorority encourages our members to embrace their inner resilience, empowering them to face life's challenges with courage and determination.
2. **Sisterhood:** We celebrate the essence of sisterhood, building strong bonds that transcend time and distance. Through unwavering support and camaraderie, we create a safe space where every member feels valued, heard, and loved.

3. **Fierceness:** We embody a fierce spirit that fuels our drive to make a lasting impact in our communities. With determination and fearlessness, we advocate for positive change, standing up for what is just and equitable.
4. **Personal Growth:** We are committed to fostering personal growth and development within each member. Through mentorship, guidance, and support, we empower our sisters to reach their full potential and achieve their aspirations.
5. **Academic Excellence:** We place a high value on academic achievement and provide resources to support our members' educational pursuits. Rho Sigma Alpha encourages intellectual curiosity and lifelong learning.
6. **Community Engagement:** We actively engage with our communities through service and outreach initiatives, making a positive difference to the betterment of society

As founding ladies of Rho Sigma Alpha Sorority Inc. We pledge to uphold these core values and principles, embracing diversity, and celebrating the unique strength of every member. Together, we will forge an unbreakable legacy, leaving an indelible mark on the world with our collective strength, sisterhood, and fierceness.

### **ARTICLE I. Standards**

The title of this organization will be Rho Sigma Alpha Sorority Incorporated. (Rho Sigma Alpha or ΡΣΑ)

Radiating Rhoetts Diamond Auxiliary (ages 7-11). Alpha Sigma Delta Youth Sorority Auxiliary (ages 12-17) Jurisdiction of Newark, Delaware by right of official adoption by Rho Sigma Alpha Sorority Inc. Newark, Delaware.

### **SHIELD**

**Section 2.** The shield shall be the following design: Round with black outline featuring sorority name; inner portion inclusive of sorority mascot and symbols of strength, wisdom and courage. The latin wording of strength, wisdom and courage will be displayed on the lower ribbon.

### **INSIGNIA**

**Section 3.** Colors -Rho Blue, Black, White  
Mascots -White Tiger  
Flowers - White Orchid  
Jewel - Diamond

### **NON PROFIT**

**Section 4.** Rho Sigma Alpha is established solely for charitable and educational objectives. These objectives encompass activities such as providing support to organizations that meet the criteria for tax-exempt status under section 501(c)(3) of the Internal Revenue Code or similar sections in future federal tax codes. None of the profits earned by Rho Sigma Alpha will be utilized for the personal gain of its

members, trustees, officers, or any private individuals. However, the organization is permitted to make reasonable payments as authorized.

### **PERSONAL LIABILITY**

*Section 5.* No individual serving as an officer or director within this corporation will bear personal responsibility for the debts or commitments of Rho Sigma Alpha, regardless of their nature. Additionally, the property or assets owned by these officers or directors will not be held liable for settling the debts or obligations of this corporation.

### **INCLUSIVITY AND ANTI-DISCRIMINATION STATEMENT**

*Section 6:* The Sisters of Rho Sigma Alpha Sorority Incorporated firmly reject and condemn any form of discrimination based on race, color, creed, religion, sexual orientation, national origin, age, disability, or Vietnam-era veteran status. We are committed to fostering an inclusive environment where such discriminatory practices are neither endorsed nor tolerated.

## **ARTICLE II Membership**

### *Section 1.* Membership

- A. Our sorority maintains an inclusive policy, welcoming women aged 18 years and above to submit their applications for membership. Membership within the sorority is reserved for individuals committed to contributing to the community through various activities encompassing work, leisure, and entertainment.
- B. The following categories of women will be recognized as legacies during the sorority's intake process: All immediate female family members, Daughter, Sister, Mother, legally adopted daughter or Granddaughter.
- E. The sorority maintains a steadfast commitment to equality, ensuring that no person is declined membership based on age, religion, political affiliation, sexual orientation, veteran's status, nationality, educational background, or race.
- F. Membership status remains provisional until all relevant dates are communicated by the chapter's intake coordinator.
- G. All applications for membership into the sorority are considered the exclusive property of the sorority.

### ***Section 2. Applications***

A. The application will undergo completion and subsequently be presented to the Membership Committee of Rho Sigma Alpha. Once endorsed by the Committee, the application, accompanied by all requisite fees, will be transmitted to the national membership director.

B. Every applicant is required to submit their application by the stipulated deadline. Any applications received after the deadline may be deemed invalid by the membership committee.

C. It is the responsibility of all applicants to submit the recommended documentation, including a resume and a letter of recommendation from a non-family member.

D. Each member must apply for a child abuse clearance. Proof of application is acceptable during the application process.

A. All membership applications are the possession of Rho Sigma Alpha Sorority and will not be returned.

B. Each applicant will be provided with a specific timeframe within which to submit their applications to the Membership Committee.

C. Fully accomplished applications should include the subsequent details:

- Completed Application
- Resume
- Photo
- Child Abuse
- Letter of Recommendation
- Media Release Form
- Hazing Policy Acknowledgement
- Acknowledgement Forms

D. Once the application packet has been successfully submitted, the membership committee will undertake a review.

E. Applicants will be summoned to participate in an interview.

F. The membership committee will meticulously evaluate applications alongside interview records and conduct a vote to determine the initiation status of each applicant.

1. Applicants must have 75% or 2/3 of the committee voting to be offered membership into Rho Sigma Alpha Sorority.
2. Legacies do not need a voting process unless there is a moral, social, or character objection by a member of the committee.

G. Invitations to join the sorority, along with instructions for the first chapter meeting, will be sent to the applicants via email notification.

**Section 4. Obligations and Entitlements of Membership**

- A. Each member who has fulfilled their dues payment is entitled to participate in voting on all sorority matters.
- B. No sorority member shall infringe upon the bylaws, regulations, or the Constitution of the United States.
- C. Involvement in a committee is mandatory for each active member.
- D. Adherence to meeting attendance regulations, as outlined in Article VIII, is obligatory

**Section 5. Termination of Membership**

A. In the event that, during the intake period (even after the final recruitment test) but prior to induction, the membership director or the sorority determines that a recruit has not fulfilled the minimum qualifications outlined in the duties section of the bylaws, either the recruit in question or the recruits involved may be dismissed from the pre-membership process.

B. Procedure for Dismissal:

1. Submission of a written proposal substantiated by significant evidence is mandatory and should be directed to the intake coordinator.
2. Following a comprehensive assessment of the presented proposal, the sorority will proceed to hold a vote regarding the matter.
3. For the expulsion of a recruit with indefinite effect, a simple majority within the sorority is a prerequisite.

C. In instances where a recruit is either removed or voluntarily withdraws, the recruit in question will be required to surrender all sorority-owned items in their possession. Moreover, there is a possibility that any dues or funds previously paid to the sorority, which have not been utilized or committed for use, may be forfeited.

D. Every member retains the freedom to voluntarily withdraw from the organization at any point.

E. Once you receive the official dismal letter, please donate paraphernalia to another member or destroy all Greek/ paraphernalia. Remove all photos/ video from all social media, Facebook, Instagram, Tiktok, and other sites.

**Section 6. Preliminary Membership**

A. Recruit: A recruit is described as an individual who presently meets the qualifications for membership outlined in Article III of the bylaws and has not yet undergone the official induction into Rho Sigma Alpha Sorority.

B. Defined as an individual who has been provisionally accepted into the sorority for membership.

1. Provisional status is described as progressing through the initiation process, successfully completing tests and rituals.

C. Responsibilities: The responsibilities of a Recruit encompass:

a. Engaging actively in social activities.

b. Embracing a receptive attitude toward acquiring knowledge about the sorority, taking written notes and assessments that contribute to understanding the historical aspects of the sorority and other Greek organizations.

c. Participating in event planning, displaying a respectful demeanor towards all sisters and pledges.

d. Honoring the ideas and desires presented by members of Rho Sigma Alpha Sorority.

e. Maintaining a pledge of confidentiality regarding issues and information considered private to the sisters of Rho Sigma Alpha Sorority, and demonstrating an open heart and mind.

### ***Section 7: Membership Classification***

A. Active Membership: An active member within Rho Sigma Alpha is defined as an individual who is in good financial standing, having fulfilled their annual dues. Such a member holds the privilege to partake in voting during meetings, participate in Rho Sigma Alpha events as a full-fledged sister, contribute to fundraising and community service endeavors, and join in remembrance ceremonies and other celebrations.

B. Inactive Status: A member in an inactive standing with Rho Sigma Alpha is precluded from participating in meetings, inductions, and initiations. Nonetheless, they might be permitted to join social events, contingent upon the chapter's judgment.

C. Re-Activation Process: A member who enters an inactive status for a duration of two or more years and subsequently seeks to reinstate their active status shall be required to submit a re-admission fee in conjunction with other applicable fees.

### ***Section 8: Membership Fees and Dues***

A. Initial Membership Fee: The initiation fee, accompanying the application, encompasses the first-year dues, the sorority pin, sorority diamond, membership certificate, membership card.

B. Inactivity and Chapter Fees: At the inception of each year, the executive board shall establish distinct fees for inactivity and for active members within the chapter.

C. Dues Collection Timeline: Membership fees for Rho Sigma Alpha are to be gathered annually, with full payment expected by a predetermined date established by the executive board, specifically on the 31st day of August.

D. Dues Reimbursement: Any portion of dues remitted to the sorority **shall not** be subject to reimbursement for a member transitioning to inactive status.

E. Notification of Payment Deadline: It is the duty of the executive board to communicate the final date for the comprehensive settlement of dues during the sorority's initial chapter assembly.

F. Partial Dues Payment: Members who submit partial dues payments yet continue their involvement in Rho Sigma Alpha chapter activities are required to settle the outstanding balance of dues from the preceding year to maintain their active status.

G. Segregation of Dues: Membership dues are to be meticulously recorded separately from chapter and sorority-wide dues.

### **Article III: Leadership Roles within Rho Sigma Alpha**

#### ***Section 1:*** Executive Board Composition

The executive board of Rho Sigma Alpha is composed of the following positions: President, Sergeant at Arms, Secretary, Treasurer, Intake Coordinator, Youth Director, and Historian.

#### ***Section 2:*** Qualifications and Eligibility

A. To be considered eligible for an Executive position within Rho Sigma Alpha, individuals must fulfill the stipulated membership requirements.

B. Members of Rho Sigma Alpha's Executive Board are required to maintain active and upgraded membership status and must not possess any outstanding disciplinary records within the sorority.

C. For positions of President, Membership Coordinator, Treasurer, or Historian, candidates must have maintained active membership for a complete year within the sorority.

1. This regulation is not applicable to newly established chapters.

#### ***Section 3.*** Roles and Responsibilities of Rho Sigma Alpha Sorority Executive Board Members

A. The members of Rho Sigma Alpha's leadership shall adhere to the responsibilities outlined in the bylaws and Robert's Rules of Order Newly Revised, diligently executing them to the utmost of their capabilities.

1. ***President:*** The President serves as the visionary leader, steering the sorority towards its goals. Responsible for strategic planning, effective decision-making, and fostering unity among members, the President embodies the essence of Rho Sigma Alpha.
2. ***Vice President:*** The Vice President stands as a steadfast support to the President, assisting in various capacities. Collaborating closely with other board members, the Vice

President contributes to organizational planning, member engagement, and the overall advancement of our sorority.

3. **Secretary:** The Secretary is the guardian of documentation and communication. Meticulously recording meetings, managing correspondence, and preserving the sorority's history, the Secretary ensures the seamless flow of information among members.
4. **Treasurer:** The Treasurer upholds the financial health of the sorority. Managing budgets, financial reporting, and ensuring responsible fiscal decisions, the Treasurer safeguards our resources to sustain and enhance the sorority's initiatives.
5. **Membership Coordinator:** The Membership Coordinator nurtures our sisterhood by welcoming, engaging, and empowering members. Responsible for recruitment, retention, and fostering a sense of belonging, they strengthen the bonds within Rho Sigma Alpha.
6. **Sergeant at Arms:** The Sergeant at Arms is vital for smooth chapter proceedings. They enforce Robert's Rules of Order, maintain decorum, and educate on risk management. They ensure bylaw compliance, record revisions, preside over meetings, and collaborate closely with the President to uphold our organization's integrity.
7. **Historian:** The Historian captures the chapter's journey, offering a perspective that contextualizes the member experience over time. This enables future members to grasp our chapter's achievements, challenges, people, and culture throughout its history. The Historian collaborates harmoniously with current members and alumni, ensuring a comprehensive and insightful representation of our chapter's legacy.

As stewards of Rho Sigma Alpha Sorority Incorporated's legacy, the Executive Board Members collectively embody our values, guiding us towards excellence, sisterhood, and a brighter tomorrow.

### **Section 3.** Succession and Filling of Vacancies in Leadership Roles

1. If the President resigns or is unable to fulfill the duties of the office, the Vice President will assume the responsibilities of the office and conduct the business of the chapter until a new president is elected. Nominations for the president position will take place at the next scheduled chapter meeting with elections to be held at the following meeting.
2. If any position becomes vacant, the President shall appoint someone to perform the duties of that office until the next scheduled chapter meeting where nominations for the vacant office will be taken and elections will be held.

### **Section 4.** Election Process for Executive Board Members

- A. Nominations for upcoming election officers will occur following the final meeting of the Rho Sigma Alpha year.
  1. Candidates may promote their candidacy within the sorority to gain support for votes.
    - a. No exchange of favors for voting purposes will be permitted at any time.

b. All members are required to vote in the best interest of the sorority.

B. The election of Rho Sigma Alpha Officers will be conducted during the Last Meeting of the Rho Sigma Alpha Year. Newly elected officers will assume their roles at the commencement of the new Rho Sigma Alpha Year (September 1st).

1. Outgoing officers must connect with newly elected officers prior to the first meeting to facilitate a smooth transition and familiarization with their new roles and responsibilities.

a. The current President of the chapter cannot hold the position of Intake Coordinator.

2. Nominations and elections for these positions must occur within the same meeting.

a. Members have the option to nominate themselves for these positions.

C. To be elected to office, a member must receive a minimum of fifty percent (50%) plus one vote. If this threshold is not reached during the initial vote, a re-vote will be held between the top two candidates from the initial vote. All election voting will be conducted using electronic ballots.

#### ***Section 5.*** Accountability and Removal Protocols for Executive Board Members

A. In the event that an Executive Board Member misrepresents the organization, fails in fulfilling her responsibilities, or falls below the established standards, the member is required to step down from her position. Alternatively, if a two-thirds (2/3) majority vote from the executive board is reached, the member may be removed from her duties.

B. Prior to the voting process, the member will have the opportunity to address the organization.

### **Article IV: Meeting Procedures**

#### ***Section 1.*** General Meeting Procedures

A. To conduct official business, a quorum comprising seventy percent (70%) of active chapter members must be present.

B. Meetings will be held on a bi monthly basis, unless otherwise stipulated by the executive board.

#### ***Section 2:*** Meeting Process

A. Agenda for Meeting Proceedings

**1. Attendance Check: Roll call of board and members, with notation of absentees.**

**2. Review and Approval: Reading and approval of minutes from the previous meeting.**

- 3. Financial Update: Treasurer's report on all receipts and disbursements since the last meeting.**
- 4. New Membership Applications: Consideration and action on new membership applications (if applicable).**
- 5. Financial Matters: Approval of bills, communication, and other relevant matters.**
- 6. Committee Reports: Presentation of reports from various committees.**
- 7. Previous Matters: Discussion of unfinished or old business.**
- 8. Fresh Initiatives: Deliberation on new business proposals.**
- 9. Open Forum: Opportunity for open discussion and sharing of thoughts.**
- 10. Board Elections: Election of board members (if required).**
- 11. Conclusion: Adjournment of the meeting.**

***Section I.*** Responsibilities and Appointments of Committee Chairs

A. The designation of committee chairs is the responsibility of the Vice President. These specific roles will be held exclusively by members of the executive board.

1. The Membership Chair will be held by the Membership Coordinator.

B. As a committee chair, your duties encompass engaging with committee members, facilitating communication within the sorority and with the public, and reporting to the Vice President. Reporting to the Vice President will follow these guidelines:

1. **\*\*Major Reporting\*\***: Significant changes in committee status, member attrition, budget matters, or concerns should be documented in a written report submitted no less than one week before the chapter meeting.
2. **\*\*Minor Reporting\*\***: Minor updates can be conveyed verbally during meetings or directly to the Vice President.
3. **\*\*Other Reporting\*\*** encompasses:
  - Meeting dates and times
  - Event schedules and attendance records
  - Submission of annual goals and updates to the Secretary and Historian (if responsible for event documentation)

Upon the conclusion of the Rho Sigma Alpha year, committee chairs will convene with the executive board for an annual review. This collaborative session will evaluate trends, establish indicators, and define goals for the upcoming year.

D. Committee members are required to be present at all meetings, contribute actively to committee responsibilities during functions and events, and guarantee timely completion of assignments through effective delegation within the committee.

## ***Section 2. Committee Names and Descriptions***

**Membership Screening Committee:** Tasked with evaluating membership applicants for Rho Sigma Alpha, Alpha Sigma Delta Youth Sorority and Radiating Rhoetts Diamond Auxiliary organizations.. The committee compiles necessary documentation for submission to the registration and records department. It ensures smooth communication between the intake coordinator and recruitment class, handles invitations, orders certificates and membership cards, and addresses inquiries about the membership process.

**Career Connections Committee:** This committee gathers and shares information about potential job opportunities, internships, and related prospects. Weekly email correspondence with the website committee regarding local career openings is a primary duty. It also keeps detailed records of sorority members' participation in community service for referrals or letters of recommendation.

**Social Activities Committee:** This committee oversees all social endeavors for Rho Sigma Alpha, Alpha Sigma Delta Youth Sorority and Radiating Rhoetts Diamond Auxiliary organizations. Responsibilities encompass conference preparations, social gatherings, guest speaker events, and trips.

**Community Service Committee:** Responsible for organizing national service projects representing Rho Sigma Alpha, Alpha Sigma Delta Youth Sorority and Radiating Rhoetts Diamond Auxiliary organizations.

**Fundraising Committee:** Tasked with coordinating all fundraising initiatives involving Rho Sigma Alpha, Alpha Sigma Delta Youth Sorority and Radiating Rhoetts Diamond Auxiliary organizations.

**Sorority Connection Committee:** Is focused on fostering strong bonds and connections among members within Rho Sigma Alpha. Through engaging activities and events, the committee aims to create a supportive and inclusive environment where sorority sisters can develop meaningful relationships. This committee plays a vital role in cultivating a sense of unity and camaraderie within the sorority, contributing to the overall positive atmosphere and sense of belonging.

### **Article V: Parliamentary Authority**

Any issues not addressed in the Rho Sigma Alpha Policies and Procedures or Rules of Order will be regulated by the most recent edition of the Constitution and Bylaws or the most recent edition of Robert's Rules of Order, Newly Revised.

### **Article VI: Sorority Compliance with Responsibility Statement**

Rho Sigma Alpha Sorority is committed to upholding the policies outlined in the Constitutions of the United States, the state Commonwealth, and local regulations. We pledge our dedication to adhering to these governing principles in all our actions and endeavors.

### **Article VII: Fundraiser Protocol**

National endeavors to host quarterly fundraisers, with mandatory participation expected from each chapter. In the spirit of giving back, 50% of the proceeds from the national fundraiser will be allocated to the Radiant Confidence Youth Scholarship initiative.

1. Chapter-led fundraisers necessitate a \$10 fee payable to the national body. Furthermore, 10% of the raised funds will be distributed as follows: 5% to support national youth programs and 5% to contribute to the Radiant Confidence Youth Scholarship initiative.

### **Article VIII: Meeting Attendance Guidelines**

#### ***Section 1.*** Meeting Attendance Guidelines

A. If a member is unable to attend a meeting that has been designated as mandatory by the executive board, they must reach out to the Sergeant at Arms or Secretary in advance to request an excusal.

B. A valid excuse for an excused absence includes reasons such as work commitments, being out of town, illness, prior engagements, or class schedules. Any other excuse must receive approval from the President. Members are permitted to miss up to three (3) meetings without providing an excuse. However, if a member accumulates three or more unexcused absences from any meeting, a monetary penalty of twenty (20) dollars per missed meeting will be imposed, unless the Treasurer grants a waiver.

D. Departing a meeting before its conclusion or arriving late will incur a penalty equivalent to a full absence.

#### ***Section 2.*** Guidelines for Participation in Community Service

A. Every member is required to fulfill a minimum of 30 hours of community service within each calendar year. Falling short of completing these hours will result in a thirty dollar fine (\$30.00). The Community Service Chair is empowered to evaluate and accept non-sorority-related community service activities at their discretion.

### **Article VII: Termination and Dissolution**

***Section 1.*** In the event of the decision to terminate or dissolve the organization, the process shall adhere to the following guidelines:

1. Notification: The decision to terminate or dissolve must be communicated to all members through an official communication channel.

2. Asset Disposition: All assets owned by the organization shall be liquidated or distributed as outlined in the organization's governing documents, such as the Constitution and Bylaws.

3. Debts and Obligations: Any outstanding debts, financial obligations, or legal commitments shall be settled prior to the dissolution process.

4. Final Reporting: The Treasurer and other relevant officers shall prepare a final financial report, ensuring that all financial transactions are accurately documented.

5. Legal Formalities: Any necessary legal procedures required for dissolution, including the submission of relevant documentation to regulatory bodies, shall be promptly completed.

6. **Distribution of Remaining Assets:** After settling all financial matters and obligations, any remaining assets shall be distributed in accordance with the provisions stated in the Constitution and Bylaws. These provisions may include the distribution of assets to designated charitable organizations or institutions with similar objectives.

7. **Official Dissolution:** The dissolution shall be considered official once all necessary steps have been completed, including the disposal of assets, resolution of debts, and fulfillment of legal obligations.

8. **Record Keeping:** Records related to the dissolution process, including financial reports and legal documents, shall be securely maintained for a period as required by applicable laws.

The process of termination and dissolution shall be executed with careful consideration, transparency, and adherence to all legal and organizational requirements.

### ***Section 2. Restricted Distributions***

Under no circumstances shall any portion of the net earnings or assets of this corporation, whether during dissolution or otherwise, accrue to the personal benefit of, or be distributable to, its members, directors, officers, or any private individuals. However, the corporation retains the authority and capability to provide reasonable compensation for services rendered and to effectuate payments and distributions that align with the stated purposes.

### **Conclusion**

Each chapter under the umbrella of Rho Sigma Alpha Sorority Incorporated is obligated to uphold the bylaws and policies delineated in this constitution. Any departure from these regulations could result in either a temporary or indefinite suspension. Furthermore, it is essential for each chapter to adhere to all stipulations specified in the articles of incorporation established within the State of Delaware.