Constitution and By-Laws of the
Ohio State Chapter
of
Gamma Sigma Delta
The Honor Society of Agriculture

Constitution

Article I
Name, Purpose, Symbol

Section 1. The Chapter shall be known as the Ohio State University Chapter of the Society of Gamma Sigma Delta.

Section 2. The purpose of the Chapter is to openly encourage high standards of scholarship in agriculture and agriculture related sciences education and the highest degree of excellence in the application of agricultural knowledge to the practice and pursuits of teaching, research, and service.

Section 3. The official symbol of the Chapter shall be the Society of Gamma Sigma Delta key bearing the words, "The Honor Society of Agriculture" in small Roman letters and the Greek letters Gamma Sigma Delta.

Article II
Membership

Section 1. The membership shall consist of five types of qualified individuals: (a) Senior and graduate students in the Agriculture departments and the School of Natural Resources, (b) faculty in the Agriculture departments, the School of Natural Resources, the Ohio Agricultural Research and Development Center (OARDC), and the Agricultural Technical Institute (ATI), (c) alumni from these areas, (d) emeriti, and (e) or graduates of other institutions offering degrees in Agriculture or Natural Resources.

Section 2. The active (voting) membership shall consist of those members who are current in payment of annual dues, and qualified emeriti.
Article III
Officers and Elections

Section 1. The Chapter shall have the following officers who shall be elected from the faculty: President, vice-president, secretary, and treasurer.

Section 2. The terms of each officer shall be for one year with election of new officers to be at the regular spring quarter meeting of the Chapter. Normally, officers shall progress from treasurer, to secretary, vice-president, and president.

Article IV
Amendments

Section 1. The Constitution may be amended at the regular spring quarter meeting of the Chapter by a consenting vote of three-fourths of the active members present.

Section 2. Proposed amendments must be submitted to the active members, in writing, at least two weeks prior to the vote.

By-Laws

Article I
Election of Officers

Section 1. The officers shall be elected by a majority vote of the active members present at the annual spring meeting. The incoming officers shall assume their responsibilities at the conclusion of this meeting.

Section 2. Removal of officers shall be by three-fourths vote of the active members present at a regular or special meeting.

Section 3. A vacancy occurring in any Chapter office, shall be filled by appointment by the President subject to approval of the membership at the next regularly scheduled meeting.

Article II
Duties of Officers

Section 1. The President shall be in charge of the operation of the Chapter. The President shall schedule and preside over all regular and special meetings, including executive committee meetings, appoint all standing and ad hoc committees, appoint individuals to fill vacancies in Chapter offices and the Executive Committee, and arrange for an orderly transfer of offices at the completion of the term.
Section 2. The Vice-President shall assist the president in the operation of the Chapter and preside over regular, special, and executive committee meetings in the absence of the president. Other duties may be designated by the president. The Vice-President shall become president if a vacancy occurs in that office before the term is completed.

Section 3. The Secretary shall keep and maintain the records of the Chapter, take and distribute minutes to executive committee members of all regular, special, and executive committee meetings, issue notices of meetings, conduct all correspondence relating to the Chapter, and report to the membership at regular business meetings.

Section 4. The Treasurer shall collect all membership dues and assessments, disburse funds for appropriate business, maintain records of all financial transactions, develop a record of newly elected members, and report to the membership at regular business meetings.

Article III
Membership

Section 1. Active members are those who pay annual Chapter dues. Active members have voting privileges at all regular and special Chapter meetings. It is their duty to promote the best interest of the Society and to attend Chapter meetings and functions.

Section 2. Inactive members may become active by payment of dues for the current year. Individuals elected to membership in Gamma Sigma Delta in chapters other than The Ohio State University may become active members by submitting evidence of election and payment of current dues. Inactive members may attend all Chapter functions as observers but without voting privileges.

Section 3. Undergraduate students to be nominated and elected to membership must be in the top 15 percent of the graduating senior class of the College of Agriculture and the School of Natural Resources during the year of election as revealed by academic records, and have been in residence for at least three quarters. In addition, each undergraduate department which does not have students in the top 15 percent of the senior class may nominate one senior student for membership provided the student has at least 3.0 cumulative grade point average and meets all other requirements.

Section 4. Graduate students to be nominated and elected to membership must be majoring in one of the College of Agriculture departments or the School of Natural Resources, have maintained a cumulative 3.3 grade point average in at least three quarters or 30 credits of graduate work, and have demonstrated exceptional dedication and interest in the study of their chosen fields.
Section 5. Faculty members Investigators or administrators to be nominated and elected to membership must have been engaged in professional activities in Agriculture, Natural Resources or related fields for at least three years at The Ohio State University. Excellence in teaching, research, and/or service will constitute the criteria for membership. Instructors pursuing a graduate degree shall be elected according to the criteria for graduate students. Other instructors shall be elected according to the criteria for faculty members with professorial ranks.

Section 6. Alumni, including alumni from other Universities and Colleges offering degrees in Agriculture or Natural Resources become eligible for nomination and election five years after graduation. To be elected, alumni must have rendered significant service to the cause of Agriculture or Natural Resources.

Section 7. Nominees for membership shall be approved (elected) for membership by a majority vote of the active members present at the regular autumn quarter business meeting. To become a member, a nominee must accept the invitation and pay all assessments in full prior to the initiation banquet of that academic year.

Section 8. Emeritus membership shall be granted to active members upon their retirement from remunerative employment. Emeriti members shall have the rights of active membership without payment of dues.

Article IV
Dues

Section 1. Annual active membership dues shall be established by the executive committee on approval of the Chapter members. The dues shall cover the period October 1 through September 30 of the following year.

Section 2. The initiation fees of the Chapter shall be established by the executive committee with approval of the Chapter members and assessed upon acceptance of membership in the Chapter. Annual dues shall not be levied against new members until October 1 following initiation.

Section 3. A membership fee to the International Society Shall be assessed upon membership in the Chapter.
Article V
Meetings

Section 1. The Chapter shall hold two general business meetings each year, one during autumn quarter and the second during spring quarter, and an initiation banquet during winter quarter.

Section 2. Special meetings may be called by the President. Written notice shall be sent to all active members at least one week prior to the date of the meeting. A special meeting may be requested by any active member. The request shall be addressed, in writing, to the executive committee and shall include justification for the meeting. Special meetings requested by any member shall be convened when the request is supported by three-fourths of the active membership.

Article VI
Committees

Section 1. The Executive Committee shall be composed of the President, vice president, secretary, treasurer, and past president. The Executive Committee shall advise the president on all matters relating to the operation of the Chapter including expenditure of funds beyond those needed in the normal operation of the Chapter.

Section 2. The Membership Committee shall consist of five active members appointed by the President of the Chapter. The Committee shall present the list of candidates for membership for approval at the autumn quarter Chapter meeting. The Committee shall obtain the names of undergraduate student candidates from the secretaries of the College of Agriculture and the School of Natural Resources, with the eligibility of the students to be verified by the student's major departments or divisions. Graduate student, faculty, alumni, and non-alumni nominees shall be obtained from the active membership at large.

Section 3. The Committee for Nomination of Officers shall consist of four members, the immediate past three presidents of the Chapter and a member at large to be appointed by the incumbent president. The past president with the longest period of service on the Committee shall be chairman of the Committee. The Committee shall present a slate of officers at the regular spring quarter meeting. In the event one or more of the past presidents are unavailable for service, the incumbent president shall appoint members from the ranks of other former presidents.

Section 4. The Auditing Committee shall consist of at least two active members to be appointed by the Chapter president. The Committee shall audit the records of the treasurer and make a report to the Chapter at the regular spring meeting.
Section 5. The faculty awards committees for teaching, research, and Extension shall each consist of the three most recent recipients of the respective awards (who are active members of the Ohio Chapter of Gamma Sigma Delta). The member of each of the three committees with the longest period of service to the committee shall serve as chairman. Each committee shall solicit nominees for the particular award from the active faculty Chapter membership at the University, OARDC, and ATI and select the recipient for the current academic year. (Nominees are not required to be active members of Gamma Sigma Delta.) The names of the recipients shall be reported to the Chapter president by December 1. In case one or more of the recent award recipients are unable to serve, the president shall appoint members from the ranks of former recipients.

Article VII
Amendments

Section 1. The By-Laws may be amended at the regular spring quarter Chapter meeting by a concencting vote of three-fourths of the active membership present.

Section 2. Proposed amendments must be submitted in writing to the active membership at least two weeks prior to the vote.

Article VIII
Rules of Order

Section 1. Parliamentary questions shall be governed by Robert's Rules of Order.

Printed October 1, 1936
First Revision May 22, 1968
Second Revision Spring, 1977
Third Revision April 20, 1978
Fourth Revision April 17, 1980
Fifth Revision April 23, 1986
GENERAL POLICIES GOVERNING THE GAMMA SIGMA DELTA AWARDS
OF THE OHIO STATE UNIVERSITY CHAPTER

Names of the Awards:  
Gamma Sigma Delta Teaching Award  
Gamma Sigma Delta Research Award  
Gamma Sigma Delta Extension Award  
Gamma Sigma Delta International Award  
Gamma Sigma Delta Service Award

Nature of the Awards:  
Merit Special Certificate

Purpose of the Awards:  
To recognize significant accomplishments in agriculture at The Ohio State University

Eligibility of the Awards:
1. Any individual or group of individuals at The Ohio State University who has made important contributions to agriculture or related sciences.
2. Except for the Service Award, nominees must be current members of the faculty of The Ohio State University. Service Award nominees must be non-faculty employees of The Ohio State University.
3. Nominees must not be a previous recipient of the award for which they are being nominated.
4. No current member of the Awards Committees shall be eligible for awards.

Nominations for the Awards:
1. Any member of the Ohio State Chapter of Gamma Sigma Delta in good standing may make a nomination, except members of the Executive Committee or Award Committees.
2. Nominations are to be sent to the Chapter Secretary by the date specified by the Secretary in the call for nominations. Nominations received after this date will not be eligible for consideration that year.
3. Supporting letters should not be solicited or enclosed with the nomination. These may be asked for, however, in case the Chair of the Award Committee feels they are necessary to evaluate adequately certain nominees. In this case, he or she will ask the person who made the nomination to obtain the needed materials.
4. Nominations must be submitted with official nomination forms obtainable from the Chapter Secretary.

Criteria for the Awards:
1. Nominee’s ability to motivate and stimulate students, co-workers, peers and/or lay people.
2. Evidence of nominee’s interest in the improvement of College programs.
3. Content and nature of the nominee’s program, including organization of subject matter, original contributions, ability to translate research into useful knowledge, and manner in which the individual has kept up with developments in agricultural and related sciences.
4. Service to the College of Agriculture, The Ohio State University and/or professional organizations.
5. Previous awards, honors or recognition.
CRITERIA

1. Student must have three or more quarters of enrollment in the College of Agriculture (Agriculture and Natural Resources) or College of Engineering for students majoring in Agricultural Engineering, including University College AGR, NRE, or ENG Cap Codes.

2. This award is limited to those students having completed 90 but less than 135 hours at the end of Summer Quarter. The point hour used in selection is that at the end of the quarter in which the student earned the 90th credit hour. At least 54 hours of the first 90 hours must have been earned at The Ohio State University.

3. A student can qualify for the award only one time.

4. The student will be selected according to the following criteria:

   A. Student Activities 25%
   B. Cumulative Point Hour Ratio 50%
   C. Financial Need 25%

PROCEDURE

1. Identify the five students with the highest cumulative point hour ratios who meet criteria one (1), two (2), and three (3). The President of the Chapter will request the College Secretary to furnish the names of these students, quarters completed, and quarter credit hours at Ohio State, the student's major or area of interest, the name of the student's advisor, and College of enrollment for Agriculture, Engineering, and AGR and ENG Cap Codes in University College. The President of the Chapter will request the Secretary of the School of Natural Resources to furnish this information for Natural Resources students and UVC-NR Cap Code students.

2. The President of the Chapter will notify the five students of their nomination for the award and ask them to complete the Sophomore Scholarship Award form.

3. Selection of the recipient will be made by a Committee consisting of the President and Vice President of the Chapter, a representative of the Dean's Office, and a representative of the School of Natural Resources.

Rev. 9/80
Award Committees: The Executive Committee of the Ohio State Chapter of Gamma Sigma Delta shall make all appointments to the Awards Committees. The Executive Committee shall also designate the Chairs of the Awards Committees.

Duties of the Award Committee:

1. The sole duty of the Awards Committees is the selection of the award recipients. The Committee shall be the sole and final judge in selecting the award recipients from the nominations submitted.

2. The ballots of the Committee and all results of balloting shall be kept secret by the Chairs except that the name of the recipient shall be divulged to the Chapter Secretary only after the final ballot has been taken.

3. Communication about nominees between Committee members (other than the Chairs), nominators, and other persons shall not be permitted.

4. All members of each Committee shall receive from the Committee Chair a complete set of nominating credentials for each nominee and shall return these to the Committee Chair at the conclusion of the selection of the recipient.

5. Any member of the Committee may ask the Committee Chair to request additional information about a nominee from the principal nominator. Such information must be forwarded to the Committee Chair who will transmit it to all members of the Committee.

6. Balloting must be completed in time to have the final results in the hands of the Chapter Secretary not later than the deadline specified. The nomination form and other credentials used in selection will be sent to the Chapter Secretary for inclusion in the records of the Society.

7. The award may be omitted in any year that the members of the Award Committee decide that no deserving candidate has been nominated.

8. The Chair of the Award Committee shall check to see that each nominee is eligible for the award as set forth under the regulations governing the award.

9. The President of Gamma Sigma Delta shall notify the recipient of each award. The Award Committee Chair shall present the award at the annual banquet.

Instructions:

Please enclose the attached form along with a letter, not exceeding two pages that highlights the nominee’s qualifications for the award. Your letter should address each of the five criteria for awards listed above.

Nominations for faculty awards should be accompanied by a curriculum vita (maximum 10 pages, single spaced) that includes a list of publications or other creative efforts, a list of positions held, honors received, etc. Nominations for the Service Award should include a resume or biographical sketch not exceeding two single spaced pages.