

**CONSTITUTION
AND
BY-LAWS
OF
ALPHA PSI OMEGA
THE NATIONAL THEATRE
HONOR SOCIETY**

Its Aims and Purpose

ALPHA PSI OMEGA was organized as a theatre honor society for the purpose of providing acknowledgement to those demonstrating a high standard of accomplishment in theatre and, through the expansion of ALPHA PSI OMEGA among colleges and universities, providing a wider fellowship for those interested in theatre. The society is not intended to take the place of any regular theatre clubs or producing groups, but as students qualify they may be rewarded by election to membership in this society.

This booklet is intended to serve as a source of information for members of the society. Secondly, it will place before those interested in theatre the goals of ALPHA PSI OMEGA and demonstrate what can be accomplished to stimulate interest in college and university theatre by an honor society whose goal is fellowship and service.

Founded August 12, 1925

Revised March 4, 2011

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**THE CONSTITUTION OF
THE ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY**

P R E A M B L E

We, the members of ALPHA PSI OMEGA, in order to develop talents in all aspects of theatre, to foster the cultural values we believe theatre develops, and to encourage cooperation and collaboration among member chapters, do hereby form and establish this constitution of THE ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY.

**Article I
Name and Classification**

Section 1. The name of this organization shall be the ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY.

Section 2. The name of this honor society, ALPHA PSI OMEGA, may be employed only in connection with the official activities of a chapter or the national organization. Special permission for the use of said name may be granted only by the National Office.

Section. 3. ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY is solely an undergraduate society at four-year colleges and universities.

Article II Membership

Section 1. Colleges and universities of recognized standing, having an established theatre program or theatre club for the purpose of producing plays, will be eligible for membership.

Section 2. Qualification for individual membership may be determined by individual chapters, but should include active participation in theatre work. Chapters must adopt a set of local standards based on the following (a chapter may raise but may not lower these standards):

(a) Completed at least two semesters of participation in theatre work at the college/university.

(b) Participation in a variety of production tasks (acting, directing, playwriting, front-of-house management, technical theatre, dramaturgy, production research, and other appropriate theatrical responsibilities). A point system has proven to be an effective means of fairly determining membership eligibility. The point spread allows each chapter to determine an appropriate point assignment based on level, degree, and quality of work in each category.

A Recommended Minimum Point System

A total of 75 points from the following categories (including participation in at least 2 areas of categories 1 through 6) is necessary to be eligible for admission into ALPHA PSI OMEGA.

Category 1. Theatre Performance

Acting (15-30 pts.)

Dance (15-30 pts.)

Singing (15-30 pts.)

Category 2. Theatre Production

Design (20-30 pts.)

Producing (20-30 pts.)

Stage Management (20-30 pts.)

Production Coach/Other (5-25 pts.)

Crew Chiefs (10-20 pts.)

Construction Crews (10-20 pts.)

Running Crews (5-15 pts.)

Front-of-House (1-15 pts.)

Public Relations/Publicity/Marketing (5-20 pts.)

Category 3. Directing

Stage directing (25-40 pts.)

Choreography (20-30 pts.)

Musical directing (20-30 pts.)

Category 4. Dramaturgy: (20-40 pts.)

Category 5. Playwriting:

Play/Book for musical: (10-30 pts.)

Musical Composition for Theatre Performance (10-30 pts.)

Category 6. Theatre Education (above and beyond class requirements)

Seminar leader or presenter (10-30)

Workshop leader or presenter (10-30)

Panel member or presenter (10-30)

Category 7. Special: Officer in Drama/Theatre Organization/Club (5-10 pts.)

Category 8. Special: Membership in Delta Psi Omega (50 pts.)

(c) G.P.A. of 2.5 or better.

(d) The local chapter may not allow standards to fall below these guidelines.

(e) Honorary and faculty membership may be conferred after securing permission from the National Office.

Section 3. Members of good standing in Alpha Psi Omega who transfer to another college or university with an Alpha Psi Omega chapter automatically are accepted into membership.

Section 4. Term of national membership: membership in this honor society is for life, and it may not be terminated.

Article III National Organization

Section 1. The organization will consist of the following: The National Office (consisting of the national officers), the regional representatives, and active chapters located at four-year colleges and universities.

Section 2. The National Officers will consist of a President, Vice-President, Business Manager, and Web Administrator.

Section 3. The National Officers are the supreme governing body of the society and are supported by regional representatives. The society and the delegates from the chapters will conduct the business of the society at the annual National Meeting. During the interim between National Meetings, the National Officers will conduct the business of the society.

Section 4. No person will be eligible for election to a national office except graduates or faculty members of the society actively engaged in theatre activities. The offices of president and vice-president will be held by full-time or retired theatre faculty from an accredited college or university. The office of business manager will be held by a full-time theatre faculty from an accredited college or university in order to assure housing of the national records, archives, and supplies at the business manager's college or university. The Web Administrator must have experience and expertise in the area of web design and maintenance. Regional representatives will be held by full-time or retired theatre faculty from an accredited college or university and must reside in their region unless an exception is allowed by the National Office.

Section 5. Regional representatives are delegated for the following areas: **REGION 1** (Washington, Oregon, Wyoming, Alaska, Idaho, Montana, California, Arizona, Hawaii, Nevada, Utah); **REGION 2** (Colorado, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Illinois, Indiana, Michigan, Ohio, Wisconsin); **REGION 3** (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont, Maritime Provinces, Maryland, Delaware, DC, New Jersey, New York, Pennsylvania); **REGION 4** (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia, Puerto Rico); **REGION 5** (Arkansas, Louisiana, New Mexico, Oklahoma, Texas).

Article IV Legislative

Section 1. The National Officers will conduct the business of the society.

Section 2. There will be an annual National Meeting open to all chapters at a location designated by the National Officers.

Section 3. Elections will be held for the posts of President, Vice-President, Business Manager, and Web Administrator when a post is vacated.

Section 4. Regional representatives will be appointed by the National Officers for minimum terms of three years.

Section 5. The actions of the National Meetings are not subject to ratification by individual chapters except through amendment to the constitution as herein provided.

Section 6. National Officers and Regional Representatives may resign their position at any time but should give the National Office ample time to secure a replacement.

Section 7. National Officers and Regional Representatives may be removed from their position by majority vote of the National Officers.

Article V Powers and Duties

Section 1. Executive, Administrative, and Judicial duties will be vested in the National Office.

Section 2. The duties of the President are: (a) upholding the standards and guidelines of the society, (b) presiding at all National Meetings, (c) appointing national committees, and (d) appointing the Regional Representatives. The President may, on extraordinary occasions, call a special meeting.

Section 3. The Vice-President will succeed to the duties and office of President in cases where the President is unable to fulfill the term of office. It is the Vice-President's duty to be cognizant of all the affairs and policies of the society.

Section 4. The Business Manager will conduct the business and correspondence of the society, keep an account of all receipts and expenditures, deliver an annual report at the national officer's meeting, and is responsible for editing and distribution of the annual society publication, *Playbill*.

Section 5. The Web Administrator will maintain and update the content of the national web site.

Section 6. Regional Representatives are the contact person for chapters and faculty sponsors in their regions. Any proposed regional gatherings must be approved by the Regional Representative after consultation with the National Office. Regional Representatives answer queries concerning basic society functions and standards. Regional Representatives may refer some issues to the National Office in the areas of executive, administrative, and judicial matters.

Section 7. Any expenditures beyond typical operational costs must be approved by the National Office.

Section 8. The National Business Manager and Web Administrator will receive stipends as determined by the National Office due to the extent of their duties.

Article VI New Chapters

Section 1. New chapters will be admitted to the society by petition to the National Office.

Section 2. When a college or university applies for a chapter, a Faculty Sponsor will submit an application to the National Office, containing the names of at least five students qualified for membership and such other information as the National Business Manager may require.

Section 3. The charter fee is designated by the National Office.

Section 4. When chapters are established, ceremony guidelines will be sent to the Faculty Sponsor who will represent the National Office and conduct the installation of the new chapter.

Section 5. Chapters will be named by the National Office from the Greek alphabet in order of their establishment.

Section 6. When a chapter of ALPHA PSI OMEGA is installed, former students and graduates of the college/university who qualify are eligible for election to honorary membership in the new chapter.

Section 7. When a chapter is established, a local constitution (following the sample local constitution as model) must be drawn up and submitted to the National Business Manager.

Article VII Dues and Fees

Section 1. There will be a one-time national induction fee for each new member as designated by the National Office.

Section 2. Failure to remit induction reports and national fees for a period of two years will result in the chapter being placed on inactive status.

Article VIII Insignia

Section 1. There will be colors, crest, and a banner according to designs and specifications in the hands of the National Business Manager as have been adopted by THE ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY.

Section 2. The official insignia pin bears the colors, motto, and crest of the society. These can be ordered from the National Office.

Section 3. The significance of the colors, motto, and crest of the society are identified in the Induction Ceremony.

Article IX National Publications

Section 1. There will be an official publication of ALPHA PSI OMEGA entitled *Playbill* and copies will be distributed to each chapter annually at the time of its publication, as well as published on the national web site.

Section 2. The ceremonies, charters, and other printed materials for the transaction of official business will be prepared and issued by the National Office.

Article X National Policies

Section 1. National policy on invitation-to-join the membership and induction period and induction ceremony must be adhered to by all chapters.

Section 2. The National Office has a zero tolerance hazing policy. Chapters must adhere to the national policy of Alpha Psi Omega, as well as their college/university's and/or state policies on hazing.

Article XI Amendments

Section 1. This constitution is subject to amendment at National Meetings if amendments are submitted to the National Office at least one full month before the National Meeting. An amendment is approved by a vote of at least two-thirds of the membership present at the National Meeting.

SAMPLE LOCAL CONSTITUTION

To assist new chapters in writing local constitutions, the National Office offers the following model:

CONSTITUTION OF THE _____ CHAPTER THE ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY.

Article 1 Purpose

The purpose of this, the _____ Chapter of ALPHA PSI OMEGA is to stimulate interest in theatre activities at _____ (college or university) and to secure for the college/university all the advantages and mutual helpfulness provided by a large national honor society. By electing students to membership the society provides a reward for their participation in theatre activities of the college/university. The chapter is not intended to take the place of any existing theatre organization.

Article 2 Requirements

Section 1. To be eligible for membership in this chapter of ALPHA PSI OMEGA the student must be regularly enrolled in this college or university.

Section 2. After meeting the requirements of the National Constitution, the local chapter may establish higher or additional criteria for eligibility.

Section 3. Honorary membership may be bestowed on persons who have made special continued contributions to the theatre program of a particular college or university after approval from the National Office.

Article 3 Election to Membership

Section 1. Candidates will be elected to membership by the active membership of their chapter.

Article 4 Officers and Duties

Section 1. The officers of this chapter will be the President, Vice-President, and Business Manager. (Additional officers may be specified as need demands--many chapters have Secretaries, Historians, and/or Parliamentarians, for example).

Section 2. The President will call meetings, preside at all meetings, appoint committees, and provide general supervision of the affairs of the society in consultation with the Faculty Sponsor.

Section 3. The Vice-President will assist the President and assume the responsibilities of the President in case of his/her absence.

Section 4. It will be the duty of the Business Manager to collect all dues and assessments of members; to pay bills sanctioned by the society; to keep an account of all receipts and expenditures (with the assistance of the Vice-President); to keep and read minutes of meetings;

and report on the financial status of the chapter at each regular meeting. (Additional duties may be assigned as necessary.)

Article 5 Election of Officers

Section 1. Officers for the following year will be elected at a regular spring meeting and formally installed by the incumbent officers.

Section 2. Officers will be elected by a majority vote of the chapter.

Section 3. If officers do not return to school, new officers will be elected to fill the vacancies at the next meeting.

Article 6 Meetings

Section 1. There will be at least one regular meeting of the chapter each term.

Section 2. Special meetings may be called at any time by the President or at the request of the Faculty Sponsor.

Section 3. A Quorum will consist of a majority of the chapter's active membership.

Article 7 Induction, Fees, and Assessments

Section 1. One-time national dues with induction report must be paid to the National Office within two weeks of the induction.

Section 2. In addition to the required national dues, the chapter may require any local dues as deemed necessary or appropriate.

Section 3. Each inductee may be required by their chapter to purchase an ALPHA PSI OMEGA pin.

Section 4. Special assessments may be levied on members only by a two-thirds vote of the active membership.

Article 8 Committees

Section 1. The standing committees of the chapter will be:

(a) Executive Committee. This committee will be composed of the elected officers and the Faculty Sponsor. This committee will handle all minor business arising between meetings.

(b) Induction Committee. The Faculty Sponsor and President will confer and appoint this committee, which is the chapter induction team for conducting the induction ceremony.

(c) Each chapter will encourage formation of an alumni chapter among graduates and former members of the chapter as appropriate.

(d) Other standing committees may be appointed as deemed necessary.

Article 9 Amendments

Section 1. The articles of this constitution may be amended, revised, or altered in whole or in part at any regular meeting by a two-thirds vote of the members of the chapter, provided

such amendment and a notice of the proposed vote is given to each member in writing at least one week prior to the vote.

Article 10 By-Laws

Section 1. Additional by-laws may be adopted at any meeting by a two-thirds vote of the active membership.

Section 2. The chapter will keep an accurate record of each member with accomplishments in the field of the theatre.

Section 3. Each chapter will submit to the National Business Manager (who edits the annual *Playbill*) the following: university name, city, state; chapter name; season for the current year; list of chapter officers; list of faculty and staff; list of cast, tech crew, director for each photograph submitted, and the annual production photographs for inclusion in *Playbill* at the discretion of the National Business Manager.

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GENERAL INFORMATION

CHAPTER BUSINESS: The Faculty Sponsor is responsible for seeing that the chapter does not become merely a social organization, but a serious organization aimed at promoting theatre on the home campus, encouraging new talent, and rewarding those who serve the college or university theatre. The Faculty Sponsor should also provide a place for the chapter records, national constitution, and other publications. The names and addresses of all members should be kept in a special roll book with these records.

FREQUENCY OF INDUCTION: A chapter may admit new members as often as necessary during the school year, but admission of new members once each academic year is recommended. Please note, if an induction report and national dues are not submitted after a two year period, the chapter will be placed on inactive status. Induction report forms with names and addresses accompanied by national dues should be forwarded to the National Business Office at least two weeks after the induction ceremony.

CHAPTER MEMBERSHIP: Each chapter is expected to qualify at least one induction class every two years. It is assumed that an academic theatre organization worthy of a charter in ALPHA PSI OMEGA will have a theatre production program extensive enough to meet this minimum requirement.

HONORARY MEMBERSHIP: Honorary Membership may be conferred only after writing the National Office justifying the individual's selection and after receiving permission from the National Office. Honorary members may be other faculty, members of the local community, administrators of the college or university, or others who contribute continuously to theatre activities. Honorary members do not have voting privileges. In initiating honorary members, the procedure may consist simply of presenting the honorary member with the membership card at a regular chapter meeting with an appropriate speech by a chapter officer.

MEMBERSHIP CERTIFICATES: Wallet-size membership cards and larger certificates are sent automatically after induction reports are filed and dues are received by the National Office.

SUPPLIES: Wallbanners with block letters in the society colors, pins, membership scrolls, charter, national constitution, ceremonies, official song, back issues of *Playbill*, and so forth may be ordered from the National Office.

Note: The Constitution and Ceremonies of THE ALPHA PSI OMEGA NATIONAL THEATRE HONOR SOCIETY have been published in several editions. The first and second editions were written and edited by ALPHA PSI OMEGA founder Paul F. Opp with the assistance of Elinor Watson Carroll. In 1931, a third edition was edited by B. W. Morrow, Lester Raines, J. R. Besse, and Margaret Blackburn. A fourth edition was published in 1939 under the editorship of Earl W. Blank, Frederick Haaskarl, Phillip Parkinson, Margaret Jayne Collett, and ALPHA PSI OMEGA founder Paul F. Opp. In 1958, a fifth edition was edited by Ray J. Harshfield and Ronald Oesterreich. The 1985 sixth edition was edited by Susan S. Cole, Donald P. Garner, and Jerry Henderson. The seventh edition was edited in 1997 by Susan S. Cole, E. Teresa Choate, and James Fisher. The eighth and current edition was edited in 2009 by E. Teresa Choate, Frankie Day, Bret Jones, and Joel Lord. Additional revision made to the Recommended Point System, March 2011.