

DELTA PHI EPSILON
BY-LAWS

Epsilon Omicron, Clarion University

Amended: September 25th 2016

ARTICLE I. OBJECTIVE

The name of this organization shall be DELTA PHI EPSILON, Epsilon Omicron chapter, located at Clarion University, whose purpose is to foster and promote the ideals and principles of the Delta Phi Epsilon International Sorority, whose Constitution, by-laws, policies and procedures, as amended and supplemented from time to time, are hereby adopted and incorporated herein by this reference, and made a part hereof as though more fully set forth herein.

ARTICLE II. MEMBERSHIP

A. A member in good standing: Any woman who is a duly initiated member in accordance with Article I of this chapter's Constitution, who is of good moral character and fitness, participates regularly in chapter activities, and who is in good financial and scholastic standing with the chapter and the $\Delta\Phi E$ International Sorority and is in compliance with all standards of academic performance, financial responsibility, conduct, and other requirements set forth in the Constitution of this chapter, the Delta Phi Epsilon International Constitution, by-laws, rules, policies and procedures as amended and supplemented from time to time.

B. A member not in good standing: Any woman who does not fulfill the requirements set forth in Article II Section A of this constitution. A member not in good standing has no voice/no vote at regular chapter meetings, elections, and new member selection. No voice/no vote means that a member not in good standing may not speak at meetings from the Opening Prayer through New Business, and may not vote on any proposal, election, or new member selection.

C. An active member: Any initiated member of Delta Phi Epsilon who is fully matriculated at Clarion University.

D. An honorary member: Any woman who is not a member of another NPC sorority and has been singled out for her contributions to Delta Phi Epsilon or has distinguished herself to this Sorority for either her academic, social or philanthropic accomplishments or for benefactions to mankind, who has been initiated has an honorary member after approval by the Delta Phi Epsilon International Executive Council.

E. An alumnae member: Any former active member who has graduated with a bachelor's degree, is a member in good standing with the chapter and the Delta Phi Epsilon International Sorority; provided however that an alumni member's participation in chapter activities shall be on a voluntary basis as time permits.

ARTICLE III. INVITATION TO MEMBERSHIP

A. A prospective initiate shall be tendered a bid by closed ballot, the 0-5-10 voting system, in accordance with the bidding requirements of the chapter, and the $\Delta\Phi E$ International Constitution, by-laws, policies and procedures, as amended and supplemented from time to time.

B. In order to sign a bid with DELTA PHI EPSILON sorority, the prospective initiate must meet a minimum of a 2.7 on a 4.0 scale average, and may not be a current or previous member of any other National Panhellenic Organization.

C. After a bid is accepted, the new member fee received and after the completion of the ritual ceremony, the prospective initiate shall be known as a new member of the DELTA PHI EPSILON International Sorority and shall wear the purple recognition pin of the Sorority.

D. The orientation period for new members shall not exceed eight weeks.

E. New member membership shall not be rescinded nor shall the training period be renewed except after the International Executive Council has received full advice of such intentions and has signified its assent.

F. At the expiration of the stipulated period, and provided the new member has successfully completed all requirements to be performed or completed by such new member during the training period in accordance with the policies and procedures of the Delta Phi Epsilon International Sorority as adopted by this chapter, the new member shall be formally initiated as a member of this chapter of the DELTA PHI EPSILON Sorority, in accordance with the Ritual of this Sorority, thereby becoming a member for life provided she remains a member in good standing.

G. An initiate shall pay all initiation and publication fees directly to the chapter.

H. The Sorority pin may only be confiscated by or returned to the local chapter of its duly appointed agent in accordance with the general provisions of this Sorority regarding deactivation and/or disaffiliation.

ARTICLE IV. QUALIFICATIONS FOR VOTING AT MEETINGS

A. Every active member in good standing shall have the right to vote at all meetings.

B. An active member in good standing shall be permitted to vote by proxy under the following conditions:

a. She shall present her vote in writing.

b. She may only vote on those motions proposed and opened for discussion at the previous meeting, and further provided she was in attendance at the said previous meeting.

ARTICLE V. INVITATION TO HONORARY MEMBERSHIP

A. The prospective honorary member shall be tendered a bid in the same manner as provided in Article III, Section A, of these by-laws and shall be initiated according to the Ritual of this Sorority.

B. An honorary member shall not pay any initiation fees or dues and assessments not shall participation in Sorority activities be required. Those submitting the request for honorary membership shall pay for all fees.

C. An honorary member shall have full membership privileges except the privilege to vote, and shall be subject to all membership requirements except as expressly excluded by the provisions hereof.

D. All honorary member applications must be approved by the International Executive Council prior to offering membership to that person.

ARTICLE VI. MEETINGS

A. The order of business at all meetings of this chapter shall be as follows: provided that this order may be suspended at any regular meeting by a majority vote; provided further that at all special meetings only such business shall be transacted as that for which such special meetings shall have been called:

1. Opening prayer
2. Roll call
3. Reading of the minutes of the previous meeting
4. Reading of the minutes of the International Executive Council and any other communications from the International Executive Council
5. Report of the Leadership Team Members
6. Report of all Teams
7. Unfinished business
8. New business
9. Good and welfare
10. Adjournment

B. Any initiated active member in good standing of this chapter of Delta Phi Epsilon Sorority shall have the right, duty, and privilege to attend all meetings, ceremonies, and all other affairs of this chapter.

C. All chapter meetings shall be secret. If any member of this Sorority divulges anything transpiring at a chapter meeting or ceremony of this chapter to a person not a member of this Sorority, such act shall be deemed prima facie grounds for expulsion or such other sanctions as may be applicable.

ARTICLE VII. ELECTIONS

A. The election of all officers shall be by closed ballot.

B. All officers shall be elected by a plurality vote of the membership present.

C. Nominees must be undergraduate members in good standing, holding a minimum 2.7 on a 4.0 scale average for coordinator positions or 2.8 on a 4.0 scale average for Leadership Team positions and shall have been active undergraduate members of this chapter for at least one semester as of the effective date of the commencement of the term of office for which they have been nominated.

D. In the event that a nominee for a Leadership Team position does not meet the minimum standards, a "Waiver to Run for Leadership Team" form may be filled out and sent to the International office for approval three weeks prior to the election.

E. A slate of nominees must be presented to the chapter at a regular meeting at least one week prior to the election meeting. Any member in good standing may nominate any other member in good standing for leadership or coordinator positions. The nomination must be seconded, and can be either accepted or rejected by the nominee.

F. Additional nominations are permitted at the election meeting.

G. Leadership Positions will be maintained for one year after the election. Coordinator positions shall be maintained for one semester after the election.

H. Elections are to be held at least two months prior to the expiration of the former officer's terms, to allow for an effective officers' training period.

I. Members holding Leadership team positions may not hold any other coordinator position. Members holding coordinator positions may hold up to two coordinator positions in the same term; if needed

J. Names of new officers should be reported to the Regional Coordinator, Regional Advisors and International Headquarters **immediately** after elections.

ARTICLE IX. DUTIES OF OFFICERS

A. The **President** shall have the power to:

1. Call and preside at all meetings of this chapter.
2. Cast the deciding vote in the event of a tie vote.
3. Appoint such teams as she may deem necessary for the proper conduct and administration of the chapter affairs.
4. Solemnize and preside at all ritual ceremonies.
5. Affix her signature to all official correspondence, documents and vouchers for the disbursement of chapter funds.
6. Be a member ex-officio of all teams.

B. The **Vice President Operations** shall supervise the positions of Recording Secretary and Director of Finance to manage the financial and administrative operations of the chapter. In the event of the removal of the President from office of her resignation or inability to discharge the powers of duties of the office of President, VPO becomes President of the chapter for the remainder of the pending term of office.

C. **Other Vice Presidents** shall be elected to fill the positions set forth in Article II, Section I of this chapter's Constitution and shall serve such function determined by this chapter and clarified by these by-laws.

ARTICLE X. ROBERT'S RULES OF ORDER

Robert's Rules of Order shall be the authority on all questions of Parliamentary Law excepting such rules that may conflict with the provisions of the Constitution and the by-laws.

ARTICLE XI. ALCOHOL POLICY

The Delta Phi Epsilon International Collegiate Member Alcohol Policy as set forth in the Delta Phi Epsilon International by-laws and the policy manual of the Delta Phi Epsilon International Sorority is hereby adopted and incorporated herein as the alcohol policy of this chapter.

ARTICLE XII. HAZING POLICY

The Delta Phi Epsilon International Collegiate Member Hazing Policy as set forth in the Delta Phi Epsilon International by-laws and the policy manual of the Delta Phi Epsilon International Sorority is hereby adopted and incorporated herein as the hazing policy of this chapter.

ARTICLE XIII. PROCEDURE FOR AMENDMENT OF THE BY-LAWS

The Delta Phi Epsilon International Collegiate Member procedure for amendment of the by-laws as set forth in the Delta Phi Epsilon International by-laws and the policy manual of the Delta Phi Epsilon International Sorority is hereby adopted and incorporated herein as the procedure for amendment of the by-laws of this chapter.

ARTICLE XIV. MEMBERS STANDARDS BOARD

A. The provisions for a member standards board and for the imposition of sanctions upon chapter members as set forth in the Delta Phi Epsilon International by-laws and the policy manual of the Delta Phi Epsilon International Sorority is hereby adopted and incorporated herein as the provisions for a member standards board and for the imposition of sanctions upon chapter members of this chapter.

B. Members Standards Board is empowered to, and shall in the first instance in each case, have the responsibility in initiate and complete disciplinary proceeding and impose punishment and/or sanction with respect to all charged violations of the aforesaid offenses. In addition, the Members Standards Board may be used for positive recognition.

C. The standards board will be composed of 7 members in good standing, will be chosen by the Member-at-Large through a formal application process, and will be known to the chapter.

DELTA PHI EPSILON
Epsilon Omicron

CONSTITUTION FOR COLLEGIATE CHAPTERS

PREAMBLE

We, the sorority of the DELTA PHI EPSILON Sorority, in order to foster and promote the ideals and principles of this Sorority, so establish this Constitution for the Epsilon Omicron chapter of the DELTA PHI EPSILON Sorority.

This Chapter shall derive its rights and powers solely from this Constitution and its rights, privileges and duties to act shall be limited only by the provisions set forth herein, the applicable law, and by the International Constitution and by-laws of the DELTA PHI EPSILON International Sorority and the policies, procedures, rules, and resolutions enacted, and from time to time supplemented and revised, all in pursuance thereof, which are fully adopted and incorporated herein by this reference as fully and completely as if more fully set forth herein.

ARTICLE I
MEMBERSHIP

Any woman of good moral character and fitness, being fully matriculated at Clarion University of Pennsylvania, and not being a member of any other National Panhellenic Conference (NPC) social sorority, who meets and maintains the standards of academic performance, financial responsibility, conduct and other requirements set forth herein and in the Delta Phi Epsilon International constitution, by-laws, rules, policies and procedures as amended and supplemented from time to time may be eligible to become and remain a member of this Sorority, subject to approval by the voting membership of this chapter under regularly prescribed recruitment procedures.

ARTICLE II
LEADERSHIP TEAM

SECTION 1.

- A. The administrative officers of this chapter (“Leadership Team Members”) shall be President, Vice President Operations, Vice President Programming, Vice President Recruitment, Vice President Membership Development, Vice President Academic Affairs, and Member at Large, and any other elective Coordinators deemed necessary by the chapter.
- B. All officers shall be members in good standing of this chapter.
- C. A minimum of a 2.8 on a 4.0 scale average shall be required for eligibility to serve as a Leadership Team Member.

SECTION 2.

All of the aforesaid officers shall be chosen by a plurality vote of those members present at the election meeting conducted in accordance with the provisions hereof.

ARTICLE III

CHAPTER MEETINGS

SECTION 1.

A. This chapter shall hold at least one meeting per week during the school year at the chapter house or in any other place designated by the President.

B. The President may declare a quorum upon the presence of at least a majority of the active members of this chapter.

ARTICLE IV

FINANCIAL OBLIGATIONS

SECTION 1.

All New Members shall sign and submit a Financial Responsibility Form prior to participating in the initiation ritual. Failure to submit this form will result in a delay of initiation.

SECTION 2.

All members are required to pay dues each semester that they hold an active status. Any member who fails to pay will be considered a member not in good standing. Dues are to be paid in full by the end of each semester. Failure to pay dues for two consecutive semesters will result in removal and deactivation from DELTA PHI EPSILON.

SECTION 3.

All members must meet all financial obligations, including dues paid in full, in order to be granted alumnae status and participate in the senior to alumnae ritual.

SECTION 4.

Failure to pay financial balances due in full may result in legal action such as but not limited to the use of a collection agency to collect past monies due to the chapter.

ARTICLE V

HONORARY MEMBERSHIP

SECTION 1.

A. Upon compliance with all of the provisions of this Article, this chapter may invite a woman who has distinguished herself to this Sorority for either her academic, social or philanthropic accomplishments or for the benefactions to mankind, to become an honorary member of the DELTA PHI EPSILON Sorority.

B. Prior to making any such invitation, an application for permission to confer honorary membership must be secured from the International Executive Council and no such honorary membership shall be conferred upon any person without the prior written consent and approval of the International Executive Council, after written application in accordance with the provisions hereof.

ARTICLE VI AMENDMENTS

No amendment, alteration or revision of the provisions of this Constitution or of the by-laws promulgated hereunder shall be made without the consent of the International Executive Council.