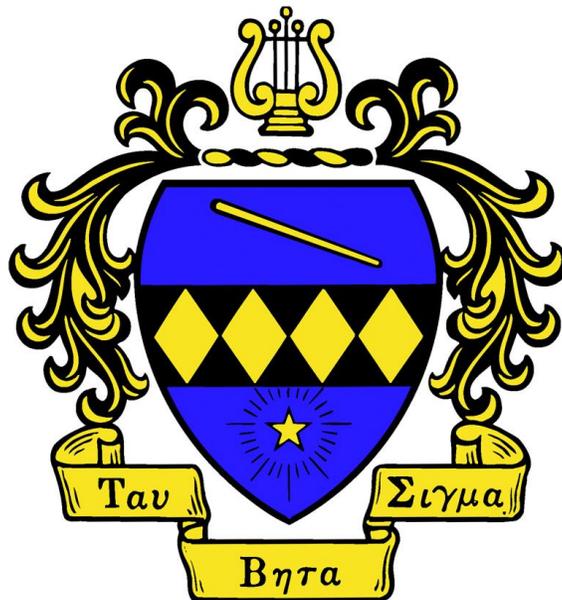


THE CONSTITUTION OF THE DELTA OMICRON CHAPTER OF TAU BETA SIGMA

National Honorary Band Sorority
Clarion University of Pennsylvania



This revised constitution was adopted on _____ and shall therefore nullify any other previous versions.

President _____

Parliamentarian _____

TABLE OF CONTENTS

Preamble	4
Part I	5
I. <u>Name and Organization</u>	5
1.1 National Information	5
1.2 Local Information	5
II. <u>Constitutional Amendments</u>	5
III. <u>Membership</u>	6
3.1 Chapter Membership	6
3.2 Active Membership	6
3.3 Conditional Membership	7
3.4 Inactive Membership	7
3.5 Associate Membership	7
3.6 Honorary Membership	7
3.7 Life Membership	8
3.8 Probation of Membership	8
3.9 Suspension of Membership	9
3.10 Expulsion of Membership	9
IV. <u>Officers and Their Duties</u>	10
4.1 Chapter Officers	10
4.2 President	10
4.3 Vice President of Membership	10
4.4 Vice President of Special Projects	11
4.5 Corresponding Secretary	11
4.6 Recording Secretary	11
4.7 Treasurer	12
4.8 Historian/Alumni Secretary	12
4.9 Parliamentarian	13
4.10 Executive Board	13
V. <u>Election of Officers</u>	14
5.1 Procedure for Elections	14
5.2 Order of Elections	15
5.3 Vacancies of Offices	15
VI. <u>Committees</u>	16
6.1 Chapter Committees	16
6.2 Committee Duties	16
6.3 Impeaching a Committee Chairperson	18
VII. <u>Chapter Meetings</u>	18
VIII. <u>Finances</u>	20

IX. <u>Delegates and Proxies</u>	20
X. <u>Functions and Activities</u>	21
10.1 <u>General</u>	21
10.2 <u>Ritual</u>	21
XI. <u>Membership Candidate Education Program</u>	21
XII. <u>Impeachment</u>	21
XIII. <u>Hazing</u>	22
XIV. <u>Chapter Policy on Behavior and Controlled Substances</u>	23
XV. <u>Service</u>	23
<u>Delta Omicron Disciplinary System</u>	24
I. <u>Absences</u>	24
1.1 <u>General</u>	24
1.2 <u>Excused</u>	
<u>Absences</u>	24
1.3 <u>Unexcused Absences</u>	25
II. <u>Financial Obligations</u>	25
III. <u>Fining</u>	27
3.1 <u>Unexcused Absences</u>	27
3.2 <u>Points of Order</u>	27
3.3 <u>Outstanding Balances in Fundraisers</u>	27
3.4 <u>Ritual Dress Code</u>	27
3.5 <u>Cursing</u>	27
3.6 <u>Passing Notes</u>	28
IV. <u>Grades</u>	28
<u>Part II</u>	30
I. <u>Joint Chapter Operations</u>	30

CONSTITUTION OF THE DELTA OMICRON CHAPTER OF TAU BETA SIGMA

Preamble to the Constitution of the Delta Omicron Chapter of Tau Beta Sigma

Be it known that Tau Beta Sigma, National Honorary Sorority for members of the college band, is an organization operating exclusively in the field of the college and university bands, for the following purposes:

1. To promote the existence and welfare of the collegiate bands and to create a respect and appreciation for band activities and achievements among the listening public everywhere.
2. To honor outstanding band members through the privilege of membership, in the Sisterhood, extended in recognition of musical achievement, demonstrated leadership, and an enthusiastic approach to band activities.
3. To develop leadership through active participation with the band, and all through it, to strengthen those traits of conduct, thought, and idealism which characterize the responsible membership of the band.
4. To encourage a close relationship between collegiate bands and promote a high average of attainment by the performance of good music and selection of worthwhile projects.
5. To provide a meaningful and worthwhile social experience for all engaged in collegiate band work, and to cooperate with other musical organizations and societies in every manner consistent with our mutual purposes and those of the institutions at which chapters are located.

Part I

I. Name and Organization

1.1 National Information

- 1.11 The name of the honorary band Sorority shall be Tau Beta Sigma.
- 1.12 The colors of Tau Beta Sigma shall be White and Blue.
- 1.13 The flower of Tau Beta Sigma shall be the “American Beauty” Red Rose, long-stemmed.
- 1.14 The motto of Tau Beta Sigma shall be "Tau Beta Sigma for Greater Bands."

1.2 Local Information

- 1.21 The name of the local Chapter shall be Delta Omicron
- 1.22 The local colors shall be Hunter Green and White.
- 1.23 The local flower shall be the White Lily with purple trim.
- 1.24 The local song shall be *Lean on Me*.
- 1.25 The local fish shall be “Tau” the Beta Fish.

II. Constitutional Amendments

2.1 Constitutional Amendments

- 2.11 Any proposed amendments to the Chapter Constitution must be approved by the Jurisdiction Committee prior to reaching the floor of New Business at a regularly called Chapter Meeting.
- 2.12 After being approved by the Jurisdiction Committee, all proposed amendments to the Chapter Constitution must be submitted to the Active members and Chapter Advisor, in paper or electronic form, at least one (1) week prior to voting on said amendments.
- 2.13 Proposed amendments to this Constitution shall be presented, in writing, at a regularly called Chapter Meeting. If two-thirds (2/3) of the votes cast by the Chapter are favorable, the proposed amendment shall be declared adopted and shall become operational and effective at the adjournment of the Chapter Meeting, unless otherwise stated in the amendment.
- 2.14 If the favorable vote on the proposed amendment is less than two-thirds (2/3), yet there is a favorable majority vote, the proposed amendment shall be tabled until the next meeting of the Chapter. During the interim period between the meetings, the tabled amendment shall be published in the minutes of the meeting under the caption, “Proposed Amendments to the Constitution.”
 - A. If at the next meeting, the tabled amendment receives a favorable two-thirds (2/3) of the votes cast, it shall then be declared adopted and shall become operational and effective at the adjournment of the Chapter Meeting, unless otherwise stated

in the amendment. If a favorable two-thirds (2/3) vote is not obtained, the amendment shall be declared defeated and shall not again be proposed for consideration.

III. Membership

3.1 Chapter Membership

3.11 Chapter membership shall consist of seven (7) types: Active, Conditional, Inactive, Associate, Honorary, Alumni, and Life Membership.

3.12 Any band member who is currently enrolled in or has been enrolled in any of the university bands (excluding Orchestra) for at least one semester per academic year, is enrolled as a university student, and who has maintained a cumulative Quality Point Average of at least a 2.0, shall be eligible for nomination into the Membership Candidate Program.

3.13 Nominations to extend bids of invitation into the Sisterhood shall take place the first week of November, in accordance to the Epsilon Phi chapter of Kappa Kappa Psi.

a) Bids shall be handed out on the second Thursday in November (November 10th for the 2011-2012 school year) at 7 pm.

3.14 Sisters are prohibited from discussing the bid process with any non-Sister. This includes making implications towards potential membership candidacy.

3.15 One (1) week following the close of nominations for the Membership Candidate Program, a discussion will precede on why/why not the nominee should be elected. A negative vote of twenty-five (25) percent of the assembled body of Sisters and Brothers, or of five (5) members, whichever is greater, shall be required to prevent the acceptance of a nominee to the Membership Candidate Program.

3.16 At the Sisterhood meeting prior to the Second Degree ceremony, the Active Sisterhood will conduct a second vote to allow each of the Membership Candidates to pass through Second Degree and continue in the membership process. A favorable vote of seventy-five (75) percent is required to allow the Membership Candidate to pass.

3.17 At the Sisterhood meeting prior to the Third Degree ceremony, the Active Sisterhood will conduct a third vote to allow each of the Membership Candidates to pass through Third Degree and become an active sister. A favorable vote of seventy-five (75) percent is required to allow the Membership Candidate to pass.

3.2 Active Membership

3.21 Active members of the Sorority shall be registered students and members of the university band program who have been formally initiated after completion of the Membership Education Program of the Sorority. All annual dues and fees must be paid up-to-date to maintain Active status in the Sorority.

3.22 At the beginning of each semester, the Chapter President will check all member's Cumulative Quality Point Averages and semester Grade Point Average. Sisters and Brothers must maintain at least a 2.0 cumulative Quality Point Average and at least a 2.0 semester Grade Point Average. Disciplinary actions are outlined in the Disciplinary System of the Chapter Constitution.

3.3 Conditional Membership

3.31 Conditional status in the Sorority may be requested by an Active member or Associate member when that member cannot, without undue hardship, continue to meet the requirements for Active or Associate status, respectively. The request shall be in writing and shall state specific reasons for requesting Conditional status. To become effective, the member shall have paid National dues for the current academic year. The request shall be approved by a majority vote of the Chapter, with approval of the Chapter Advisor. Conditional status shall not be maintained for more than one (1) semester.

3.32 Conditional members shall not hold office, propose candidates for membership, introduce business, vote on any matters, or act in the capacity of a Big Sister or Big Brother.

3.33 A Conditional Sister or Brother wishing to become Active again must submit a letter to the Sisterhood and have dues paid in full (or have a payment plan arranged with the Treasurer) two (2) weeks in advance.

3.34 If after one (1) year the member has not reclaimed Active status or become an Alumni or Life Member, the member will be classified as Inactive with the Chapter.

A. If the Conditional member requests more than one (1) year of Conditional status, a letter of recommendation will be required from the Chapter Advisor, the Director of Bands, and must be approved by the National Council.

3.4 Inactive Membership

3.41 Former Active members who are enrolled in school but do not pay National member dues shall be classified as Inactive members. This status of membership does not need to be declared by the member and can be invoked by the Chapter only if financial obligations are delinquent.

3.42 An Inactive member who wishes to be reinstated as an Active member must submit the request in writing and appear before the Sisterhood. The request must be approved by a two-thirds (2/3) vote of the assembled Active Sisters and Brothers and the Chapter Advisor.

3.5 Associate Membership

3.51 Associate membership is granted to members of Kappa Kappa Psi who transfer to a college or university that does not have an Active Kappa Kappa Psi Chapter and who meet the requirements as defined in the present transfer policy. Before becoming eligible for Associate membership, the potential Associate member must be educated in the Ritual and traditions of Tau Beta Sigma. Associate members may vote and hold office. Any exceptions must be approved by the National Council.

3.6 Honorary Membership

3.61 Honorary members of the Sorority shall possess the same general qualifications as Active or Associate members except that they shall not necessarily possess any qualifications as musicians. They shall be generally recognized as outstanding service for the college or university band or Sorority.

A. Undergraduates are ineligible for this recognition.

3.62 Any member moving to accept a person into the Sisterhood as an Honorary member must notify the President, in writing, at least one (1) week prior to the beginning of the meeting. The President shall

use this time to discuss the matter with the Chapter Executive Board and Chapter Advisor. Upon approval of the Chapter Executive Board and the Chapter Advisor, the motion can be recognized.

3.63 After a motion to accept some one into the Sisterhood as an Honorary member is seconded, a negative vote of twenty-five (25) percent of the assembled body of Sisters and Brothers, or of five (5) members, whichever is greater, shall be required to prevent the acceptance of the person into the Sisterhood as an Honorary member.

3.7 Life Membership

3.71 Life members are Alumni members who have paid the Life membership contribution set by the National Chapter. Upon submitting an application to the National Headquarters, he/she shall be entitled to Life membership privileges.

3.72 If application for Life membership is requested within two (2) years before graduation, it must have Chapter approval.

3.73 Life members may attend Chapter Meetings, District and National Conventions and events, participate in Ritual, participate in Chapter fundraisers and service projects, and attend Chapter social functions.

3.74 Life members may act in the capacity of an Advisor to the Chapter, when so called upon to do so.

3.75 Life members shall not hold office or a chair, propose candidates for membership, introduce business, vote on any matters, or conduct business on behalf of the Chapter without explicit consent of the Sisterhood.

3.76 In the event a Life member wishes to reactivate with the Chapter, said Life member must be registered as a student, be or have been an Active member of the local Chapter, be active in a band program (with the exception of Orchestra), and submit a request in writing and appear before the Sisterhood. The request must be approved by a two-thirds (2/3) vote of the assembled Active Sisters and Brothers and the Chapter Advisor.

3.77 Upon reactivation of a Life member to Active status, said Life member will be required to meet and uphold all requirements set forth in the Chapter, District, and National Constitutions.

3.78 Life members who are Alumni from this Chapter and are those in residence may act in the capacity of a Big Sister or Big Brother upon the recommendation of the Membership Committee and approval of the Chapter Executive Board.

3.8 Probation of Membership

3.81 A member moving for Probation must notify the President of the Chapter, in writing, of his/her intention to make the motion at least twenty-four (24) hours prior to the beginning of the meeting, and the President must notify the member that is to be placed on Probation at least twelve (12) hours prior to the meeting.

3.82 Upon due cause, a member of the Sorority may be placed on Probation following a favorable majority vote on the motion of the Chapter's Executive Board and approval of the Chapter Advisor.

3.83 The member on Probation will adhere to the guidelines set by the Chapter's Executive Board and the guidelines stated in the National Constitution.

3.9 Suspension of Membership

3.91 A member moving for Suspension must notify the President of the Chapter, in writing, of his/her intention to make the motion at least twenty-four (24) hours prior to the beginning of the meeting, and the President must notify the member that is to be suspended at least twelve (12) hours prior to the meeting.

3.92 Once a motion to suspend the membership of a Sister or Brother is seconded, it is automatically tabled for one (1) week, or until the next regularly scheduled Chapter Meeting. A motion shall be entertained at this time to move said Sister or Brother to Probationary status for the remainder of that week, and to have he/she be returned to full Active status at the beginning of the next regularly scheduled Chapter Meeting, to allow for defense of the accused by the accused.

3.93 Upon due cause, a member of the Sorority may be placed on Suspension following a favorable vote on the motion of seventy-five (75) percent of the assembled body of Sisters and Brothers and approval of the Chapter Advisor.

3.94 The member on Suspension will adhere to the guidelines set by the Chapter's Executive Board and the guidelines stated in the National Constitution.

3.10 Expulsion of Membership

3.101 A member moving for Expulsion must notify the President of the Chapter, in writing, at least twenty-four (24) hours prior to the beginning of the meeting, and the President must notify the member that is to be expelled at least twelve (12) hours prior to the meeting.

3.112 Once a motion to expel a Sister or Brother is seconded, it is automatically tabled for one (1) week. A motion shall be entertained at this time to move said Sister or Brother to Probationary status for the remainder of that week, unless they are already on Suspension.

3.113 Former members who have been expelled must return to the Chapter all regalia and property of the Sorority in their possession. They will be reimbursed for any property confiscated that they have rightfully paid for, and own (i.e. t-shirts, sweatshirts, recognition bars, etc.), only if approved by a two-thirds (2/3) vote of the assembled body of Sisters and Brothers. There will be no refund of dues.

IV. Officers and Their Duties

4.1 Chapter Officers

4.11 The officers of this organization shall be: President, Vice President of Membership, Vice President of Special Projects, Secretary (Corresponding and Recording), Treasurer, Historian/Alumni Secretary, and Parliamentarian.

4.12 Each officer shall present a weekly report to the Chapter President regarding his/her office.

- a) The report must be given to the Chapter President 24 hours prior to the Chapter Meeting.
- b) If no report is handed in, the officer can not report anything pertaining to his/her office during the meeting.

4.2 President

4.21 The President shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the President shall be charged with:

- A. Presiding over all meetings of the Chapter.
- B. Appointing all committees and committee chairs of the Chapter.
 - I. Appointing a co-chair to a committee when deemed appropriate.
- C. Serving as an ex-officio member of all committees of the Chapter.
- D. Appointing the Parliamentarian with the approval of the Executive Board.
- E. Planning, publishing, and distributing a Chapter calendar of events for each semester.
 - I. The calendar will include all meetings, recruitment events, social activities, fundraisers, rituals, and any other information deemed necessary.
- F. Maintaining an impartial attitude at all times, to allow all sides of an issue to be presented fairly.
- G. Signing all checks for monies disbursed and signing all contracts and other instruments of business involving the Chapter.
- H. Only voting in case of a tie or when voting by secret ballot.
- I. Representing the Chapter whenever such representation shall be required and preparing and sending all reports to the National Executive Director of the Sorority.
- J. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.

4.3 Vice President of Membership

4.31 The Vice President of Membership shall be responsible for all duties in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Vice President of Membership shall be charged with:

- A. Presiding at Chapter Meetings in the absence of the President.
- B. Outlining the goals of the Membership Candidate Education Program clearly.
- C. Being responsible for the recruitment, education, training, and initiation of all members of the Chapter.
- D. Recording the attendance of Prospective members and Active members alike at recruitment events.
- E. Serving as the chairperson of the Membership Committee.
- F. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.

4.4 Vice President of Special Projects

4.41 The Vice President of Special Projects shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Vice President for Special Projects shall be charged with:

- A. Outlining and overseeing the completion of the goals for service to the university band program.
- B. The development, coordination, and implementation of worthwhile service projects for the bands and the university community.
- C. Filling out a Service Project form and handing it into the Community Service Office.
- D. Serving as the chairperson of the Special Projects Committee.
- E. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.

4.5 Corresponding Secretary

4.51 The Corresponding Secretary shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Corresponding Secretary shall be charged with:

- A. Maintaining, publishing, and distributing to each member a permanent record of each member of the Chapter, including: name, school and home addresses, local and home phone, e-mail address, birthday, Chapter number, and instrument(s) played.
- B. Coordinating all Chapter correspondence.
- C. Maintaining open communication with other Tau Beta Sigma Chapters and friends of the Sorority.
 - I. Sending a minimum of one (1) letter per semester to all chapters of Tau Beta Sigma within our District.
- D. Submitting a minimum of two (2) articles per year to The Podium for publication.
 - I. Submitting copies of these articles to the Sisterhood before the due dates.
- E. Submitting a minimum of two (2) articles per year to The Northeast Notes for publication.
 - I. Submitting copies of these articles to the Sisterhood before the due dates.
- F. Serving as the co-chairperson (with the Historian/Alumni Secretary) of the Public Relations Committee.
- G. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.

4.6 Recording Secretary

4.61 The Recording Secretary shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Recording Secretary shall be charged with:

- A. Recording the minutes of the Executive Board meeting when necessary.
- B. Recording, publishing, and distributing (via e-mail), to each member, the minutes of each Chapter Meeting within three (3) days after adjournment of the meeting.
- C. Recording the attendance of each Active member at all Chapter Meetings and Chapter events.
- D. Ensuring that the attendance policies set forth in the Disciplinary System are maintained.
- E. Compiling and distributing a current Chapter roster.

- F. Acting as the listserv owner of the Chapter Listserv and developing projects so that it is a useful tool to the Chapter.
- G. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.
- H. If the Corresponding Secretary is not present or is unable to witness the tallying of votes, the responsibility will be given to the Recording Secretary.

4.7 Treasurer

4.71 The Treasurer shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Treasurer shall be charged with:

- A. Formulating, maintaining, publishing, and distributing a Chapter budget for the fiscal year.
- B. Controlling the receipts and disbursements of all monies of the Chapter.
- C. Submitting recommendations concerning the financial policies of the Chapter.
- D. Setting deadlines for the payment of membership dues and fundraising of monies.
- E. Signing all checks for monies disbursed.
- F. Recording and reporting to all members, at each regularly scheduled meeting, a report of all monetary transactions of the Chapter.
- G. Reporting to all members, at each regularly scheduled meeting, a report of current bank account amount.
- H. Serving as the chairperson of the Ways and Means Committee.
- I. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.

4.8 Historian/Alumni Secretary

4.81 The Alumni/Historian Secretary shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Historian/Alumni Secretary shall be charged with:

- A. Maintaining a permanent record of all Chapter Alumni, including: name, address, initiation date, membership number, and instrument(s) played.
- B. Maintaining contact with all Chapter Alumni through informational newsletters
- C. Updating the Chapter bulletin board no less than once per month.
- D. Acting as the listserv owner of the Alumni Listserv.
- E. Distributing a current Chapter roster over the Alumni Listserv.
- F. Dispensing Life Membership applications to all Sisters and Brothers graduating or leaving the university.
- G. Keeping a written and pictorial history and a record of the Chapter's activities and functions including, but not limited to, the Chapter scrapbook and family trees.
- H. Serving as the co-chairperson (with the Corresponding Secretary) of the Public Relations Committee.
- I. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.
- J. Witness the tallying of votes.

4.9 Parliamentarian

4.91 The Parliamentarian shall be responsible for all duties stated in the National Constitution as well as the applicable officer guidelines found in the National Chapter Operations Handbook. In addition, the Parliamentarian shall be charged with:

- A. Revising and knowing the Chapter Constitution.
- B. Enforcing the use of the most up-to-date version of “Robert’s Rules of Order” to govern deliberations of the Chapter.
- C. Knowing the District and National Constitutions.
- D. Keeping discussion in the meeting productive.
- E. Maintaining order at all Sorority functions.
- F. Proposing amendments to the Chapter Constitution so they remain in accordance with the National Constitution and reflect changes in the functions and operations of the Chapter.
- G. Collecting votes at Chapter Meetings, and with the Corresponding Secretary as a witness, tally the votes.
 - I. If the Corresponding Secretary is not present or is unable to witness the tallying of the votes, the responsibility will be given to the Recording Secretary.
- H. Keeping a record of anyone who is in offense of the fining system found in the Disciplinary System section of the Chapter Constitution.
 - I. A letter must be given to any person(s) who is/are in offense, letting them know what the offense was and how much he/she owes the Sisterhood. The person(s) fined has/have one (1) week to pay his/her fine(s).
- I. Handing out a hard or an electronic copy of the Chapter Constitution.
- J. Submitting applications for any awards deemed appropriate.
- K. Serving as the chairperson of the Jurisdiction Committee.
- L. Being a member of the National Unmoderated Listserv and the Northeast District Listserv.

4.10 Executive Board

4.101 Membership includes the President, Vice President of Membership, Vice President of Special Projects, Secretary (Corresponding and Recording), Treasurer, Historian/Alumni Secretary, and Parliamentarian.

4.102 The Executive Board must approve any award applications prior to their submission.

4.103 The Chapter Executive Board reserves the right to discuss business and to make recommendations on Chapter actions. A majority favorable vote, unless otherwise specifically stated herein, shall be necessary for disposition of matters before the Chapter Executive Board between Chapter Meetings.

4.104 The Executive Board has the power to approve fundraisers during the time between the end of the Spring semester and the beginning of the Fall semester. This approval requires a two-thirds (2/3) majority vote of the Executive Board with the vote totals being recorded in the minutes. This power should only be exercised once an attempt to call a quorum has failed. Fundraisers approved in this way must be completed before the beginning of the Fall semester and cannot be mandatory in any way. Such fundraisers will not be permitted to use funds from the Sisterhood bank accounts to cover any costs.

4.105 If an Executive Board is member found guilty of breaking the oath taken in Third Degree of keeping private the secrets of Tau Beta Sigma (in this case: the secrets of the Executive Board), said member will be placed on Probation and removed from office by a two-thirds (2/3) vote of the Executive Board.

V. Elections of Officers

5.1 Procedure for Elections

5.11 Nominations for all offices will be held one (1) week prior to the elections of the offices.

5.12 In order to be nominated for any office, an individual must be in good standing with the university and the Sorority. The individual must possess a cumulative Quality Point Average of at least 2.5 as of the end of the most recent Fall semester. The Chapter President will be responsible for obtaining a list of individuals that meet this qualification by the closing of nominations.

5.13 In order to be nominated for the office of President, the Sister or Brother must have served at least one (1) full year on the Executive Board in addition to the criteria in section 5.12 prior to nominations. This article may be suspended if deemed absolutely necessary by a vote of three-fourths (3/4) of the Sisterhood.

A. In the event that the above mentioned should not be possible, a member who has served at least one (1) full semester, without a period of inactivity, inclusive of the semester the nominations are being held, may be nominated for the Presidency.

B. In the event that the both of the above do not match set criteria, then seek counsel from the Chapter Advisor.

5.14 In order to be nominated for the offices of President or Vice President of Membership, the Sister or Brother must be an Active member for two (2) full semesters. The semester a Sister or Brother enrolls as a Membership Candidate does not count as an Active member semester. This article may be suspended if deemed absolutely necessary by a vote of three-fourths (3/4) of the Sisterhood.

A. In the event that the above should not be possible, a Sister or Brother who has served one (1) full semester, inclusive of the semester in which nominations are being held, may be nominated for Vice President of Membership.

B. In the event that both of the above do not match set criteria, then seek counsel from the Chapter Advisor.

5.15 On the given day of elections (one (1) week following nominations), the nominee(s) must present a statement of qualifications as to why he/she believes he/she should be elected to the position(s) that he/she is running for in the Sisterhood.

5.16 After the nominee finishes their statement, a nominee question and answer session will take place.

5.17 The offices of Corresponding and Recording Secretary may be combined into one Secretarial position in the event of lack of interest or a small Chapter size. This may be done by a simple majority vote of all Active voting members.

5.18 On the given day of elections (one (1) week following nominations), the nominee(s) must present a timed three (3) minute statement of qualifications as to why he/she believes he/she should be elected to the position(s) that he/she is running for in the Sisterhood.

5.19 After the nominee speeches, a nominee question and answer session will take place.

5.110 After the nominee question and answer session, the nominee(s) shall leave the room and discussion by the remaining Active Sisters and Brothers will follow.

5.111 After discussion, the vote will be secret ballot. The votes cast will either be a nominee's name or no, **no abstentions**, with all Active Sisters and Brothers voting including the President. The candidate with the majority of the vote is elected to the said office.

5.112 A run-off election shall be held if more than two nominees are running for an office and none receive a favorable majority vote. In this case, the two nominees with the greatest number of favorable majority votes will be eligible for the run-off.

5.113 The office of Parliamentarian shall not be elected, but shall be appointed by the President with the approval of the Executive Board.

5.114 Newly elected and appointed officers shall be installed two (2) weeks following the election.

5.2 Order of Elections

5.21 Order of elections shall be as follows: President, Vice President of Membership, Vice President of Special Projects, Secretary (Corresponding and Recording), Treasurer, and Historian/Alumni Secretary.

5.3 Vacancies of Offices

5.31 In regard to vacancies arising in any position besides President, elections shall be held to fill the vacancy. If the vacancy occurs during the time between the end of the Spring semester and the beginning of the Fall semester, the Executive Board may appoint a Sister or Brother to act as officer temporarily until nominations and elections can be held.

5.32 In the event of a vacancy Presidency, the Vice President of Membership shall have the option of assuming the position of President or of retaining the position of Vice President of Membership. An election will be held to fill the position not assumed by the originally elected Vice President of Membership.

VI. Committees

6.1 Chapter Committees

- 6.11 The standing committees of the Chapter shall be: Membership Education, Special Projects, Public Relations, Ways and Means, Jurisdiction, Ritual and Regalia, Sisterhood and Social, Music, Webmaster, , Joint, and Alumni.
- 6.12 The President shall appoint the chairperson(s) of the committees: Ritual and Regalia, Sisterhood and Social, Music, Webmaster, and Joint.
- 6.13 The President shall appoint all committees deemed necessary to actively maintain the functions of the Sisterhood.
- 6.14 Special committees shall be appointed as required by the Chapter.
- 6.15 Membership of all committees shall be determined by the President annually.
- 6.16 Members of all committees shall serve until relieved of their position by the President.
- 6.17 The times and places of the committee meetings shall be determined by the chair.
- 6.18 Minutes shall be taken at every committee meeting. The President shall determine the means by which these minutes shall be submitted to the Sisterhood.
- 6.19 All committees shall present a report of the committee's activities at each regularly scheduled Chapter Meeting.
- 6.110 Each committee shall review applicable sections of the National Constitution and the Chapter Operations Handbook.

6.2 Committee Duties

- 6.21 The Membership Education Committee shall be charged with:
- A. Working with the Vice President of Membership to achieve the goals of the committee.
 - B. Administering, maintaining, and improving the methods of the education, training, and initiation of all members of the Chapter.
 - C. Fulfilling any other charges brought to the committee by the Vice President of Membership.
 - D. A co-chair shall be assigned to assist the Vice President of Membership.
- 6.22 The Special Projects Committee shall be charged with:
- A. Working with the Vice President of Special Projects to achieve the goals of the committee.
 - B. Maintaining and improving the development, coordination, and implementation of worthwhile service projects for the bands and the community.
 - C. Fulfilling any other charges brought to the committee by the Vice President of Special Projects.
- 6.23 The Public Relations Committee shall be charged with:
- A. Working with the Corresponding Secretary and Historian/Alumni Secretary to achieve the goals of the committee.

- B. Maintaining and improving methods of communication (including Listserv, Newsletters, Etc.) within and between the local Chapter, Alumni, and the university community.
 - C. Assisting the two officers with the writing of a newsletter to be sent to all Chapters of Tau Beta Sigma within our District and to all Chapter Alumni.
 - D. Ensuring that the Chapter holds a suitable image with Alumni, Kappa Kappa Psi, the band program, the Department of Music, and the university community.
 - E. Making any necessary arrangements for the travel of Sisters and Brothers to Precinct meetings, District conventions, National convention, or special events held by other Chapters (i.e. degrees, installations, anniversaries), along with any other charges brought to them by the co-chairs of the committee.
 - F. Developing and maintaining a comprehensive written and pictorial record of the activities and history of the Chapter and band.
 - G. Fulfilling any other charges brought to the committee by the Corresponding Secretary and Historian/Alumni Secretary.
- 6.24 The Ways and Means Committee shall be charged with:
- A. Working with the Treasurer to achieve the goals of the committee.
 - B. Monitoring the receipts and disbursements of all monies of the Chapter.
 - C. Ensuring that the Chapter can meet its annual budget through fundraisers.
 - D. Fulfilling any other charges brought to the committee by the Treasurer.
- 6.25 The Jurisdiction Committee shall be charged with:
- A. Working with the Parliamentarian to achieve the goals of the committee.
 - B. Reviewing and revising the Chapter Constitution.
 - C. Ensuring that the Constitution is enforced.
 - D. Fulfilling any other charges brought to the committee by the President or Parliamentarian.
- 6.26 The Ritual and Regalia Committee shall be charged with:
- A. Working with the chairperson to achieve the goals of the committee.
 - B. Maintaining and upgrading ritual regalia and equipment.
 - C. Coordinating ritual rehearsals and presentation.
 - D. Conducting auditions for ritual parts.
 - E. Fulfilling any other charges brought to the committee by the Ritual and Regalia Chairperson, President, Vice President of Membership, or Parliamentarian.
- 6.27 The Sisterhood and Social Committee shall be charged with:
- A. Working with the chairperson to achieve the goals of the committee.
 - B. Providing meaningful and worthwhile social experiences for all members and all engaged in band activities.
 - C. Maintaining and developing methods of improving Sorority relations, ensuring active participation in the Chapter is maintained by all members, and promoting a Chapter environment where imagination, sensitivity, and creativity are paramount.
 - D. Fulfilling any other charges brought to the committee by the Sisterhood and Social Chairperson or President.
- 6.28 The Music Committee shall be charged with:
- A. Working with the chairperson to achieve the goals of the committee.

- B. Being responsible for Sisterhood-wide music awareness and education.
 - C. Fulfilling any other charges brought to the committee by the Music Chairperson or President.
- 6.29 The Webmaster Committee shall be charged with:
- A. Working with the Webmaster to achieve the goals of the committee.
 - B. Updating the Chapter webpage at regular intervals with regard to:
 - I. Current Active and Conditional Sisters and Brothers
 - II. Membership Candidates
 - III. Upcoming events
 - IV. Recent events
 - V. Alumni
 - VI. Constitution
 - C. Making other changes and improvements to the Chapter webpage at the Webmaster's discretion.
 - D. Fulfilling any other charges brought to the committee by the Webmaster or President.
- 6.210 The Joint Committee shall be charged with:
- A. Working with the chairperson to achieve the goals of the committee.
 - B. Maintaining an open line of communication with other music organizations recognized by the university.
 - C. Fulfilling any other charges brought to the committee by the Joint Chairperson or President.

VII. Chapter Meetings

7.1 General

- 7.11 The order of business of Chapter Meetings shall be:
- A. Opening Ceremonies
 - B. Approving the minutes
 - I. If the previous minutes are not sent via e-mail and/or not received by all Active members, the minutes must be read at the following meeting.
 - C. Report of the Chapter Officers
 - D. Report of the Chapter Committees
 - E. Open Forum
 - F. Unfinished Business
 - G. New Business
 - H. Announcements
 - I. Closing Ceremonies
- 7.12 The order of reports of Chapter officers and Chapter committees shall be in the order of their listing in the Chapter Constitution.
- 7.13 All Executive Board meetings (pertains to the Executive Board only), Chapter Meetings, Committee meetings, rituals, and recruitment events are considered mandatory.

A. Any other events may be voted on to be considered mandatory by a 3/4 vote in favor by the chapter.

B. The Executive Board can make all or any portion of an event mandatory.

7.14 Notification of the cancellation of a Chapter Meeting or Committee meeting must be given at least twenty-four (24) hours ahead of time.

7.15 Fifty (50) percent plus one (1) of the Active Sisters and Brothers with at least two (2) officers are required for a quorum.

7.16 Emergency meetings may be called by the President or by the Executive Board. Notice for such meetings must be given at least twenty-four (24) hours prior to the meeting.

A. Absences from an emergency meeting will not count against a Sister or Brother. Excuses are still required.

B. Quorum is needed at all emergency meetings.

7.19 A simple majority vote, when not noted otherwise, is used at all times (i.e. if a vote is sixteen (16) to fifteen (15), the vote of sixteen (16) wins).

7.110 The President of the Sorority has the discretion of stating that Sisters and Brothers vote yes/no, no abstentions, or a vote by secret ballot when deemed necessary in an important vote.

7.111 The President has the right to call proxy voting for the Active Sisters and Brothers of the Sorority who could not be in attendance at a scheduled meeting with a valid excuse. The President may also call for important votes to not recognize proxy votes.

7.112 The Chapter Disciplinary System will be implemented for all absences.

7.113 All meetings shall follow an adapted version of "Robert's Rules of Order."

VIII. Finances

8.1 General

8.11 The fiscal year for the Chapter shall be from June 1 to the succeeding May 31.

8.12 All funds of the Chapter shall be received and expended by the Chapter Treasurer.

8.13 All expenditures shall be made by checks drawn from a bank selected by the Chapter.

8.14 The financial policies of the Chapter shall be governed by a budget adopted at the beginning of the fiscal year.

8.15 All items purchased with Chapter funds shall be property of the Chapter.

8.16 Income of the Chapter shall be derived from annual dues contributed by each Active member and fundraising projects conducted by the Chapter. These dues shall be determined by the Chapter, but shall include an annual National Membership Fee as determined by the National Director on or before January 1 of each year.

8.17 The local dues of the Delta Omicron Chapter will be twenty (20) dollars each Spring semester.

8.18 Money from fundraisers will be paid to the Treasurer on the date due. Exceptions may be granted to an individual at the discretion of the Treasurer.

8.19 Attendance at all fundraisers that the Chapter has voted on is mandatory.

8.110 Failure to meet the financial obligations shall result in the immediate implementation of the Chapter Disciplinary System of this Chapter Constitution.

IX. Delegates and Proxies

9.1 General

9.11 The Active and Associate Sisters and Brothers shall elect its Chapter delegates for District and National Conventions at a regularly scheduled meeting.

9.12 The Active and Associate Sisters and Brothers shall elect its proxy Chapter for District and National Conventions at a regularly scheduled meeting.

X. Functions and Activities

10.1 Ritual

10.11 The penalty for any unexcused absence(s) from ritual can be found in the Chapter's Disciplinary System Section of this Chapter Constitution.

10.12 The Chapter's ritual dress code will be set by the new Ritual and Regalia chairperson.

XI. Membership Candidate Education Program

11.1 General

11.11 The Membership Education program shall uphold the ideals established in the Guide to Membership Education.

11.12 Sisters, Brothers, and Membership Candidates are required to understand fully the hazing policies of Tau Beta Sigma, the University, and the State.

11.13 The Vice President of Membership shall hold a hazing workshop prior to First Degree. This workshop will inform prospective members of the hazing policy, the Chapter Membership Education program, and a line of communication to follow if the prospective members feel hazing may be occurring.

XII. Impeachment

12.1 General

12.11 Upon due cause, any member may move to impeach any officer. Said member must inform the President (or Vice President of Membership, if the President is to be impeached) at least twenty-four (24) hours prior to the beginning of the meeting, and the President (or V.P.M) must inform said officer of the upcoming motion at least twelve (12) hours prior to the beginning of the meeting. The member moving for impeachment must also get the approval of the Chapter Advisor prior to the beginning of the next meeting.

12.12 Once the motion is seconded, it will be automatically tabled until the next regularly scheduled meeting, and a motion shall be entertained to have the officer in question temporarily removed from office, and a motion shall be entertained to have them placed on Probation until the next regularly scheduled meeting.

12.13 If the office left vacant is essential for the continuing existence of the organization, the Executive Board shall appoint a Sister or Brother to act in the capacity of the officer for the Probationary period. If the President is to be impeached, the Vice President of Membership shall serve as President for the Probationary period and the Executive Board shall appoint some one to serve as Vice President of Membership. The Sisterhood and the Chapter Advisor must approve the appointed officer, except in the case of the Presidency. This shall also apply if an officer is placed on Probation or Suspension.

12.14 There shall be a hearing in which an equal amount of time will be allotted for discussion of reasons for impeachment, reasons against impeachment, and defense of the accused by the accused.

12.15 A two-thirds (2/3) vote of the Active Sisters and Brothers is required to pass the impeachment.

12.16 The process for impeachment shall adhere to “Robert’s Rules of Order.”

12.17 Any Sister or Brother wishing to impeach any chairperson must inform the President twenty-four (24) hours prior to the next Chapter Meeting. The President must inform said person twelve (12) hours prior to the meeting of the intent of impeachment. When the motion in the meeting is made, the Sister or Brother being impeached will have a chance to state his/her reasons for remaining as the chairperson. The Sisterhood will then vote on the impeachment motion. A two-thirds (2/3) vote is needed to pass. The President will then appoint another chairperson for the vacant chair.

XIII. Hazing

13.1 General

13.11 Hazing is defined as any action taken or situation created, intentionally or unintentionally, to produce mental or physical discomfort on or off campus involving members and/or prospective members, which may cause embarrassment, harassment, or ridicule.

13.12 If an act of hazing is suspected, it must be taken to the President of the Sorority. The President shall then take it to the Executive Board. The Executive Board shall then conduct an investigation of the matter. An investigation shall consist of the Executive Board obtaining both sides of the situation taking the credibility of the sources into consideration.

13.13 If the Executive Board feels an act of hazing has occurred, they must notify the accused, in writing, of their intent to bring it before the Sisterhood at least twelve (12) hours prior to the start of the next regularly scheduled meeting. The accused shall be allowed to present their side of the situation at that time. If the Sisterhood feels the suspected act is in fact hazing, then the procedures for expelling a member shall be initiated.

XIV. Chapter Policy on Behavior and Controlled Substances

14.1 General

14.11 The Chapter defines controlled substances as: any alcoholic or illicit substances, which include but are not limited to: beer, liquor, and marijuana.

14.12 The Chapter will not tolerate any possession, consumption, and/or distribution of controlled substances at functions given in the name of Tau Beta Sigma, which include but are not limited to: Chapter Meetings, service projects, fundraisers, membership education events, and social events.

14.13 This Chapter will not tolerate Sisters or Brothers attending any function given in the name of Tau Beta Sigma, intoxicated or inhibited in any manner not associated with a medical prescription.

14.14 While this Chapter does not condone underage drinking or substance abuse, we will not tolerate underage drinking or substance abuse in Sorority letters or any other Sororal emblems.

14.15 Sisters or Brothers found in violation should be immediately reported to the Chapter President or Chapter Parliamentarian. Said Sister or Brother will be issued a Suspension letter by the Chapter Parliamentarian and shall remain on Suspension for a period of one (1) meeting. At the second meeting following the date of Suspension, said Sister or Brother will be returned to Active status to explain their actions to the Sisterhood. After the explanation, said Sister or Brother will be asked to leave the meeting and the Active Sisters and Brothers will discuss the future status and/or punishment for the Sister or Brother in question. Said Sister or Brother will be notified of the Sisterhood's decision by either the Chapter President or Chapter Parliamentarian.

XV. Service

15.1 General

15.11 Every Active and Conditional Sister or Brother shall complete a minimum of ten (10) service hours each semester to maintain their respective status.

A. The amount of service hours may be changed in the beginning of a semester at the Vice President of Service's discretion.

15.12 Of the required service hours, half rounded up, must be music related service. The remaining service may be community or music related service.

15.13 The Vice President of Service, under the suggestion and supervision of the Executive Board, shall deem which service hours shall be decided acceptable.

15.14 If a member is unable to fulfill the service requirements without undue hardship, the said member shall meet with the Executive Board to decide if revocation of the service hours is deemed necessary to allow the member to retain their current status in the Sisterhood.

Delta Omicron Chapter Disciplinary System

XVI. Absences

16.1 General

16.11 This system will apply to all Chapter Meetings, Committee meetings, Rituals, and other events deemed mandatory by the Executive Board.

16.12 Any absences from a meeting or a mandatory event must be excused to maintain Active status in the Sisterhood. Excuses must be turned into the Recording Secretary via e-mail or handwritten excuse one (1) week after the absence. Any excuses submitted via e-mail, must be signed one (1) week after the absence. The Executive Board will then vote on each excuse to either excuse it, or not.

16.13 Anyone not turning in an excuse within one (1) week after being absent will be considered unexcused, and will be subject to the repercussions outlined in this Disciplinary System.

16.14 Acceptable excuses are as follows:

A. Schoolwork

B. Illness

I. More than three (3) consecutive will require the presentation of a doctor's

excuse.

C. Death in the family

D. Work

E. Family function

F. Religious

16.15 There may also be extenuating circumstances that merit excuse, or extension of the allotted time period. If this is the case, it shall be brought to the attention of the Executive Board at the earliest possible convenience of the member.

16.16 Class or direct involvement in a musical recital/rehearsal or a mandatory event for any other Sorority or Fraternity does not apply to the Chapter Disciplinary System but does require a written excuse.

16.17 Each member will submit a best to his/her knowledge finalized copy of his/her schedule for the semester to the President at the start of each semester.

16.2 Excused Absences

16.21 Any Sisterhood event scheduled as mandatory during the duration of the semester that conflicts with a member's prior submitted schedule that was received by the President must be counted as excused.

16.22 The member whose excuse is to be voted on shall not be present when the vote is discussed or carried out. This excludes members of the Executive Board.

16.3 Unexcused Absences

16.31 Unexcused absences are absences for which the excuse is unacceptable, or there is no excuse turned in. Members who have not been excused for an absence shall be notified of the fact in writing, the consequences of the absence, and the future consequences of being unexcused again.

16.32 Upon the third unexcused absence, a motion shall be entertained to have the member placed on Probation for a period of three (3) additional regularly scheduled meetings, during which the member must attend all meetings, service projects, and committee meetings of which he/she is a part and the fining system found in the Disciplinary System section of the Chapter Constitution will be implemented.

16.33 Upon the fourth unexcused absence, a motion shall be entertained for the member to be placed on Suspension for a period of two (2) regularly scheduled meetings. The member will also meet with the Executive Board and Chapter Advisor to discuss future status of his/her membership and the fining system found in the Disciplinary System section of the Chapter Constitution will be implemented.

16.34 Upon the fifth unexcused absence, a motion shall be entertained for the member to be placed on Suspension indefinitely, until the Executive Board and Chapter Advisor can reach a decision of the repercussions. At this time, Expulsion shall be considered.

XVII. Financial Obligations

17.1 General

17.11 This system shall also apply to all financial obligations imposed upon each Active member by either the Chapter or the Sorority, including, but not limited to, Annual Dues, registration fees, and fundraisers.

17.12 All dues must be turned in ten (10) day prior to the date set by Nationals. Anyone not turning in the full amount by that date may make arrangements for a payment plan by meeting with the Chapter Treasurer. If a member has not either paid or made arrangements to pay, they will not be considered Active for that academic year.

- 17.13A There shall be three (3) standardized payment plans accepted for fall semester dues.
- i. **Plan 1** – \$35 by the due date, \$25 one (1) month later, \$25 in two (2) months
 - ii. **Plan 2** – \$35 by the due date, \$15 in twenty (20) days, \$20 in forty (40) days, \$15 in sixty (60) days.
 - iii. **Plan 3** – \$35 by the due date, \$15 in fifteen (15) days, \$15 in thirty (30) days, \$10 in forty-five (45) days, \$10 in sixty (60) days.
 - iv. Or as determined by the Chapter Treasurer.

- 17.13B There shall be three (3) standardized payment plans accepted for spring semester dues.
- i. **Plan 1** – \$10 by the due date, \$10 one (1) month later, \$5 in two (2) months
 - ii. **Plan 2** – \$10 by the due date, \$5 in twenty (20) days, \$5 in forty (40) days, \$5 in sixty (60) days.
 - iii. Or as determined by the Chapter Treasurer.

- 17.13C There shall be three (3) standardized payment plans accepted for MC dues.
- i. **Plan 1** – \$47.50 by the due date, \$47.50 by a day set by the treasurer
 - ii. **Plan 2** – \$35 by the due date, \$35 in Three weeks, \$25 in Six Weeks,
 - iii. **Plan 3** – \$10 dollars a week and \$5 dollars on the final payment
 - iv. Or as determined by the Chapter Treasurer.

17.14 The payment amounts listed in the different payment plans are the minimum amounts for the dates.

17.15 If a member chooses a payment plan, they must specify which, and must make the minimum payments by the date specified in 2.14. If a member fails to meet these obligations, a motion will be made to suspend said Sister or Brother. Said Sister or Brother will be deemed inactive upon seventy-five (75) percent of the Chapter's eligible voting membership and approval from the Chapter Advisor

17.16 If a member fails to meet the payment plan, a motion will be made to suspend said Sister or Brother. Said Sister or Brother will be suspended upon seventy-five (75) percent of the Chapter's eligible voting membership and approval from the Chapter Advisor.

17.17 If a member is absent from the meeting in which dues are to be paid, said member has until the next scheduled Sisterhood meeting to submit dues or the next installment of the payment plan, pending an excused absence, before disciplinary action is taken.

17.18 If a member fails to meet any other financial obligations imposed by the Chapter, a motion will be made to suspend said Sister or Brother. Said Sister or Brother will be suspended upon seventy-five (75) percent of the Chapter's eligible voting membership and approval from the Chapter Advisor.

17.19 There shall be a Membership Candidate Payment Plan accepted for dues. The plan will operate according to the following criteria:

- A. Membership Candidates must be notified of dues and the payment plan option prior to First Degree.
- B. Any Membership Candidate wanting to use the payment plan must decide and have it in writing by First Degree.
- C. Payments are due as follows: Meeting after First Degree: \$25, before Second Degree: \$35, before Third Degree: \$35. Failure to pay on these dates will result in being held back from Degree.

- D. If the Membership Candidate drops out or is voted out prior to Third Degree, all money will be returned.
- E. If the Membership Candidate completes Third Degree and decides to quit, all money is still due and must be paid in full.

XVIII. Fining

18.1 Unexcused Absences

18.11 Each unexcused absence from mandatory events after three (3) will result in a fine of five (5) dollars.

18.12 Each unexcused absence from a Ritual will result in a fine of thirty (30) dollars.

18.13 Paying the fine does not equate the substitution of the excuse. An excuse must be submitted within one (1) week of paying said fine.

18.2 Points of Order

18.21 Any Active member may give any member of the Chapter a Point of Order (with the approval of the President) for any unnecessary outburst or interruption while another member has the floor. A member is allotted three (3) Points of Order per meeting. Each Point of Order will result in the fine of one (1) dollar. Any more than three (4) then said member will be asked to leave. If any member reaches six (6) Points of Order in a semester, then due cause for Probation shall ensue.

18.3 Outstanding Balances in Fundraisers

18.31 Outstanding balances in fundraisers will result in the addition of late fees on top of the fundraiser amount owed. The late fees will amount to one (1) dollar per day, excluding weekends and holidays, until the balance is paid in full.

18.4 Ritual Dress Code

18.41 Each violation of the Ritual Dress Code that is set by the Ritual and Regalia Chairperson, will result in a fine of ten (10) dollars.

18.42 After a member is charged with the Ritual Dress Code fine, said member will be asked to leave and change into proper Ritual attire and return to attend the Ritual. If a member chooses to not return to the Ritual, then said member will be charged with the fine for an unexcused absence from Ritual.

18.5 Cursing

18.51 There will be no explicit language use in a derogatory manner at official Tau Beta Sigma events or while wearing official Tau Beta Sigma letters, or a fine of fifty (50) cents will be issued. The fine for using such language at any Ritual will be ten (10) dollars.

18.52 Members may not pay the cursing fine ahead of time and then curse. Cursing during a meeting or Ritual is prohibited.

18.6 Passing Notes

18.61 There will be no passing of notes during official Tau Beta Sigma events or a fine of fifty (50) cents will be issued. The fine will be doubled to one (1) dollar for any passing of notes during any Ritual held by the Chapter.

18.62 If there is a dire emergency, the only notes that are to be passed are to the Chapter President.

XIX. Grades

19.1 General

19.11 If a member's semester Grade Point Average should fall below a 2.0 and his/her cumulative Quality Point Average is above a 2.5, the member will be placed on Academic Probation in the Sisterhood. Said member will still be considered Active and may hold office while on Academic Probation in the Sisterhood so long as the terms of the Probation are upheld. The terms of Academic Probation are as follows:

- A. Said member must complete at least ten (10) hours per week of logged study time with a study buddy.
 - I. The logged study week will be from Chapter Meeting to Chapter Meeting. At the end of the study week, said member must turn in logged study hours with a signature from his/her study buddy.
- B. Said member has until the end of the semester to bring up his/her grades above a 2.0 Grade Point Average for the semester.
- C. Other terms of the Academic Probation may be determined at the discretion of the Executive Board.

19.12 If a member's semester Grade Point Average should fall below a 2.0 and his/her cumulative Quality Point Average is below a 2.5, the member will be placed on immediate Probation. Said member will lose all Active member privileges. The terms of Probation are as follows:

- A. Said member must complete at least ten (10) hours per week of logged study time with a study buddy.
 - I. The logged study week will be from Chapter Meeting to Chapter Meeting. At the end of the study week, said member must turn in logged study hours with a signature from his/her study buddy.
- B. Said member has until the end of the semester to bring up his/her grades above a 2.0 Grade Point Average for the semester or above a 2.5 cumulative Quality Point Average.
- C. Said member will also abide by the terms of Probation outlined in the National Constitution.
- D. Other terms of the Probation may be determined at the discretion of the Executive Board.

19.13 If a member's cumulative Quality Point Average should fall below a 2.0, the member will be placed on immediate Suspension. Said member will lose all Active member privileges. The terms of Suspension are as follows:

- A. Said member must complete at least ten (10) hours per week of logged study time with a study buddy.
 - I. The logged study week will be from Chapter Meeting to Chapter Meeting. At the end of the study week, said member must turn in logged study hours with a signature from his/her study buddy.
- B. Said member has until the end of the semester to bring up his/her grade above a 2.0 cumulative Quality Point Average.
- C. Said member will also abide by the terms of Suspension outlined in the National Constitution.
- D. Other terms of the Suspension may be determined at the discretion of the Executive Board.

Part II

I. Joint Chapter Operations

1.1 General

1.11 The Joint Chapter of Clarion University's Chapters of Tau Beta Sigma and Kappa Kappa Psi shall be comprised of those members of each organization who are in good standing.

1.12 Robert's Rules of Order, current edition, shall govern all Joint Chapter Meetings.

1.13 Joint Chapter Meetings shall be governed by the presiding officers of Tau Beta Sigma and Kappa Kappa Psi jointly. All officers from each organization shall be responsible for performing their duties as coordinated by the presiding officers.

1.14 The presiding officers, prior to each Joint meeting, shall determine the agenda for Joint meetings of the Joint Chapter.

1.15 Motions brought forth by Tau Beta Sigma require a second from Kappa Kappa Psi and vice versa.

1.16 Each separate organization shall require a simple majority of all present members in Active standing to pass a Joint motion.

1.17 Decisions of the Joint Chapter at Clarion University are binding on both parties and should be carried out in the same manner as motions passed at separate Chapter Meetings.

1.18 Changes to motions passed jointly require the consent of both Tau Beta Sigma and Kappa Kappa Psi.

1.19 The Delta Omicron Chapter of Tau Beta Sigma recognizes the decisions of the Joint Chapter and avows to pursue those ends in the manner most consistent with the best interest of the Sorority.