

# **Delta Upsilon International Fraternity Christopher Newport University Chapter Constitution**

## **Article I: Name**

**Section 1.** The name of the organization shall be the Christopher Newport University Chapter of Delta Upsilon International Fraternity.

## **Article II: Purpose and Objective**

**Section 1.** The purpose and objective of the Christopher Newport University Chapter of Delta Upsilon International Fraternity (hereafter referred to as chapter) is to strengthen Greek life at Christopher Newport University (hereafter referred to as university) by providing a vehicle for positive leadership, change, and growth. It is our intention to provide further opportunity to obtain a well-rounded educational experience by offering leadership skills and the exposure needed to succeed financially, academically, socially, and culturally. In order to attain this goal, we pledge to:

**A.** Create an attitude of brotherhood between members, as membership in Delta Upsilon lasts a lifetime.

**B.** Live in the ancient Greek spirit of education, with a purpose to develop the mind, body, and soul.

**1.** To provide educational resources for members in order to develop character, knowledge, and good judgment of the mind.

**2.** Promote athletics and physical competition for the body.

**3.** To provide cultural activities, philanthropy, & community service for the betterment of the soul.

**C.** Uphold values, beliefs, and policies of Delta Upsilon International Fraternity (hereafter referred to as Fraternity), the university, and Christopher Newport University Inter-fraternity Council (hereafter referred to as Inter-fraternity Council.)

**D.** Promote and strengthen the university and community through positive activities of common interest and create an overall positive image of Delta Upsilon.

- E. Attempt to educate the university and its students about the merits and accomplishments of Greek life and our chapter.

### **Article III: Membership**

**Section 1.** Any duly enrolled male student of the university who is not a member of another National Inter-fraternity Conference fraternity, or belongs to an organization that is inconsistent with the teachings of Delta Upsilon and meets the requirements set by the Fraternity, the chapter, and the university, may be considered for membership.

**Section 2.** All members must obtain and maintain a cumulative and semester grade point average (GPA) of 2.6 or better on a four-point scale. Any member who's cumulative or semester GPA falls below 2.6 will be subject to the actions prescribed by this constitution and the chapter by-laws.

**Section 3.** All members must remain in good standing academically and financially as prescribed by the Fraternity, the chapter, and the university.

**Section 4.** All members will be required to attend all meetings and functions of the chapter unless otherwise prescribed by the chapter constitution, by-laws, or the chapter leadership.

### **Article IV: Officers**

**Section 1.** The executive officers and the executive officer board (elected for one calendar year terms) [hereafter referred to as the officer(s) and their duties of the chapter shall be (in order of succession):

**A. President** - Shall serve as the general head of the chapter, preside at all meetings of the chapter, represent the chapter at all functions and to all authorities. Shall communicate with their mentor at least once a month. Shall uphold the constitution and by-laws of the Fraternity and chapter. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter constitution and by-laws. The president shall be a non-voting member of the executive board.

**B. Vice President Administration** - Shall develop and maintain all chapter records, meeting agendas, and meeting minutes. Shall communicate with their mentor at least once a month. Shall be responsible for completing and submitting all administrative data required by the Fraternity, alumni, and university in a timely and accurate manner. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter constitution and by-laws.

**C. Vice President Finance** - Shall manage and maintain the chapter's financial affairs, subject to the supervision of the Financial Advisor. Shall communicate with their mentor at least once a month. Shall be the chair of the Financial Review Board. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter

constitution and by-laws. Shall prepare monthly financial statements for the Fraternity, chapter, and alumni chapter.

**D. Vice President Membership Education** - Shall be responsible for the education and growth of the members in all aspects of their lives. Shall communicate with their mentor at least once a month. Shall coordinate the chapter's new member education and member education programs and other such activities that educate members about and promote the Fraternity's Four Founding Principles. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter constitution and by-laws.

**E. Vice President Membership Recruitment** - Shall develop and coordinate the chapter's new member recruitment and pledging efforts. Shall communicate with their mentor at least once a month. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter constitution and by-laws.

**F. Vice President Loss Prevention** - Shall ensure that the chapter and all members comply with all Fraternity, chapter, university, state, and municipal policies and guidelines. Shall communicate with their mentor at least once a month. Shall educate chapter members about such policies and guidelines. Shall serve as the chairman to the Judicial Board. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter, constitution and by-laws.

**G. Vice President Academic Excellence** - Shall develop and coordinate the chapter's scholarship program. Shall communicate with their mentor at least once a month. Shall be responsible for ensuring the academic success of members and the chapter by providing personalized academic assistance. Shall serve as the chairman of the Academic Review Board. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter constitution and by-laws.

**H. Vice President External Relations** - Shall develop and coordinate the chapter's public relations program, including, but not limited to, relations with the university, community, Fraternity alumni, other Greek organizations, other DU chapters and colonies, and members' families. Shall communicate with their mentor at least once a month. Shall develop and coordinate the chapter's philanthropy and community service projects. Shall perform tasks as prescribed by the Fraternity, chapter, and chapter constitution and by-laws.

**Section 2.** All officers and officer candidates of the chapter must have a cumulative GPA of 2.8 to remain in or run for office. Any officer that fails to meet these standards shall immediately be brought before the Academic Review Board.

**Section 3.** All officers and officer candidates must be in good financial standing with the chapter and the alumni chapter.

**Section 4.** The executive board and its members are authorized to represent and make decisions in the best interest of the chapter. All actions are subject to the approval of the chapter membership.

## **Article V: Meetings**

**Section 1.** There shall be a chapter meeting held weekly during the regular academic terms of the university. This meeting shall be open to all members, new members, and any person of the general public who wishes to attend. The president of the chapter or presiding officer may call for a closed meeting if it is deemed necessary to protect the privacy and rights of individual members. Quorum for these meetings shall be one half plus one of the current chapter membership.

**Section 2.** The president of the chapter shall be the presiding officer at chapter meetings. An officer appointed by the President shall preside in the event of the president's absence.

**Section 3.** Procedure for all chapter meetings not specifically outlined in the chapter's constitution or by-laws shall be governed by the current edition of the *Revised Roberts Rules of Order*. These rules shall be enforced by the Vice-President of Administration or an appointed parliamentarian.

**Section 4.** A majority vote of the membership present shall be required to extend the meeting beyond one hour and a half.

**Section 5.** There shall be a weekly executive board meeting during the regular academic school year. This meeting shall convene at least three days prior to the regularly scheduled chapter meeting. Quorum shall consist of one half plus one of the executive board members including the president. During the summer there shall be at least one executive board meeting per month of all available executive board officers.

**Section 6.** Chapter meeting agendas will be set at the executive board meeting prior to the chapter meeting. All agenda items and proposals must be submitted at least two days before the chapter meeting. All proposals must be submitted in writing.

**Section 7.** The agenda for chapter meetings must be emailed to the chapter no later than 48 hours after the executive board meeting, and at least 24 hours prior to the chapter meeting.

**Section 8.** Special meetings may be called by the president, presiding officer, or by petition from two-thirds of the current chapter membership.

**Section 9.** At least one month prior to the beginning of university finals week, the executive board shall meet to develop a budget for the following semester. This budget is to be ratified by the chapter membership by the last chapter meeting of the semester.

**Section 10.** Members that are unable to attend a chapter meeting must provide notice to the president or Vice President Administration prior to an absence. A member may give another member power of vote by proxy by presenting the chapter president or Vice President Administration with a written notice of said proxy. A member may submit an absentee vote on a specific issue by providing the president or Vice President Administration with a written ballot containing his signature.

## **Article VI: Miscellaneous**

**Section 1.** If any part of these constitution and by-laws conflict in any way with the constitution and by-laws of the Fraternity, the constitution and by-laws of the Fraternity shall supersede these constitution and by-laws.

## **Article VII: Amendments to the Constitution**

**Section 1.** This constitution may be amended by resolutions adopted by a two-thirds affirmation of the current membership of the chapter. A written copy of such a resolution shall be provided to every member of the chapter at least two weeks prior to the vote on said amendment.

**Section 2.** A committee shall be named by the president to review any proposed amendments to the constitution. This committee shall consist of two executive officers, four non-executive members, and one new member (if any exist at the time). All proposed amendments must be submitted in writing at least three weeks prior to the vote on said amendment. This provides one week for committee review and two weeks for membership consideration prior to a vote. The committee shall review the proposal and make suggestions to the member(s) who have drafted the proposal as to any possible changes needed.

**Section 3.** After the committee has reviewed the proposal it must be presented to the membership in written form at least two weeks prior to any vote on the amendment. The proposal voted on, must be the exact same proposal that was presented in written form.

**Section 4.** A proposed amendment can only be voted on as pass or fail. Any changes to the amendment must be resubmitted.

**Section 5.** Members who cannot attend a vote on a constitutional amendment may submit an absentee ballot to the president or Vice President Administration prior to the chapter meeting at which the amendment is scheduled to be voted upon. A proxy vote on an amendment can also be given as prescribed in Article V, Section 10 of this constitution.

# **Delta Upsilon International Fraternity**

## **Christopher Newport University Chapter Bylaws**

### **Article I: Candidates for Associate Membership**

**Section 1:** Any duly enrolled male student of Christopher Newport University (hereafter referred to as university) who is not a member of another National Inter-fraternity Conference organization or an organization that is inconsistent with the teachings of Delta Upsilon International Fraternity (hereafter referred to as Fraternity) and meets the requirements set by the Fraternity, the Christopher Newport University Chapter (hereafter referred to as chapter), and the university, may be considered for membership.

**Section 2:** All potential members must have a cumulative grade point average (GPA) of at least 2.6.

**Section 3:** The President and the Vice President of Recruitment are given the power to bid summer potential members after the approval of at least six chapter members who have met the potential member. During the academic year, the President and Vice President of Membership Recruitment are given the power to bid potential members upon approval of two-thirds of the chapter members present at a previously announced meeting, providing quorum exists.

**Section 4:** A candidate for associate membership shall accept a bid by signing a bid card and returning it to the Vice President of Membership Recruitment, President, or Vice President of Administration within 48 hours, after such time the bid is still valid, but may be denied by the chapter.

**Section 5:** Activities involving potential members shall be consistent with the recruitment guidelines adopted by the Fraternity and the Christopher Newport University Inter-fraternity Council (hereafter referred to as Inter-fraternity Council).

### **Article II: Associate Membership**

**Section 1:** A potential member shall become a new member upon signing the bid card, accepting the oath of associate membership, and paying his new member fee.

**Section 2:** A potential member shall pay his new member fee prior to the pinning ceremony before he is able to take part in said ceremony.

**Section 3:** All new members must participate in the chapter new member education program as prescribed by the associate member educator and VP Membership Education, which shall last eight weeks.

**Section 4:** No chapter member or associate member will tolerate or participate in hazing activities as defined by the Fraternity, the Inter-fraternity Council, or the university.

**Section 5:** There shall be three associate Judicials per associate member education period in order to determine if the associate member meets the qualifications to become a member as prescribed by the chapter, the Fraternity, and the university.

**A.** The first review shall occur, at the latest, by the second chapter meeting following the acceptance of a bid. A simple majority vote is required to continue associate membership.

**B.** The second review shall take place midway through the designated associate member education period. A passing vote of two-thirds of the chapter members is required, provided a quorum exists.

**C.** The third vote shall occur at the close of the associate member education period. A passing vote of two-thirds of the chapter members is required, provided a quorum exists.

**Section 6:** All chapter members are required to attend the new Judicials. Should a chapter member miss an associate Judicial without prior notification of extenuating circumstances to the president or VP Administration, the following measures will be taken:

**A.** First absence: Loss of voting power for 1 week

**B.** Second absence: Loss of voting power for 1 month

**C.** Third absence: Loss of voting power for the remainder of the term

### **Article III: Membership**

**Section 1:** All associate members who have participated in the new member ceremony shall enjoy the privileges of membership in the chapter.

**Section 2:** All chapter members must maintain a semester and cumulative GPA of a 2.6 on a four point scale. Any chapter member who falls below a 2.6 cumulative GPA will be subject to the sanctions prescribed in Article XI of these by-laws.

**Section 3:** All chapter members must pay semester dues as prescribed in Article X of these by-laws. Any member who fails to meet his financial obligations to the chapter will be subject to action outlined in Article XI of these bylaws.

**Section 4:** A chapter member shall remain bound to the by-laws of the undergraduate chapter, as long as he is an undergraduate at the university (including combined undergraduate/graduate degrees).

**Section 5:** A chapter member may not terminate his membership in the chapter or Fraternity, nor shall he be dismissed from there, except through the expulsion or petition to resign as outlined in the constitution and by-laws of the chapter and the Fraternity.

**Section 6:** Undergraduate members from any colony or chapter of Delta Upsilon are welcome at any meeting or function of the chapter provided that they follow the guidelines set in Section 7 of this article.

**Section 7:** Undergraduate members from any visiting chapter or chapter of Delta Upsilon are welcome to participate in all chapter events provided they are invited by the chapter. They must follow all Fraternity, chapter, Inter-fraternity Council, university, state/province, and municipal rules and regulations as would a member of the chapter. The chapter may rescind the above privileges by a majority vote at a meeting of the chapter, provided a quorum exists.

#### **Article IV: Alumni**

**Section 1:** Upon graduation or leaving the university and being in “good financial standing” with the chapter as outlined in Article X of these by-laws, a chapter member will become an alumnus of the chapter

**Section 2:** Becoming an alumnus relieves a chapter member of financial obligation to the undergraduate chapter in the form of dues.

**Section 3:** Alumni from any chapter of Delta Upsilon are welcome at any meeting or function of the chapter provided that they follow the guidelines set in section 4 of this article.

**Section 4:** Alumni are welcome to participate in all chapter events provided they are invited by the chapter. Alumni must follow all Fraternity, chapter, Inter-fraternity Council, university, state/province, and municipal rules and regulations as would any member of the chapter. The chapter may rescind the above privileges by a majority vote at a meeting of the chapter provided a quorum exists.

#### **Article V: Elections**

**Section 1:** The elections of the executive board officers shall take place at least by the chapter meeting prior to the university’s set finals week of the fall semester. Nominations for officers shall be entertained at the chapter meeting one week prior to elections.

**Section 2:** To become elected, a chapter member must obtain a majority vote of the chapter members present at a chapter meeting provided a quorum exists and the candidate must meet all the requirements of the position as outlined in the constitution and by-laws of the chapter and the Fraternity.



**Section 3:** Any election grievances shall be filed in writing to the Judicial Board as outlined in Article XII of these by-laws.

**Section 4:** In the event that an officer position becomes vacant during the regular academic year of the university, nominations shall be entertained for the position at the next chapter meeting. Elections for the position shall occur at the next chapter meeting after the nominations are opened.

**Section 5:** Should an officer position become vacant during the summer, the highest presiding official available shall call an emergency meeting of all available executive officers and an interim officer shall be appointed to fill the position. A new officer shall then be elected as outlined in Section 4 of this article as soon as the next regular academic term commences.

**Section 6:** The newly elected officers shall assume the responsibilities of their office by the second chapter meeting of the spring semester. There shall be an officer installation ceremony prior to this chapter meeting.

## **Article VI: Appointments**

**Section 1:** At the beginning of each academic semester, the executive board shall appoint members of the chapter to fill positions that are not elected in the regular elections and are required by the chapter to obtain its objectives as outlined by the chapter constitution and bylaws and at the discretion of the executive board and chapter as needed.

**Section 2:** Appointments made by the executive board shall be subject to a majority approval of the membership present at a chapter meeting.

**Section 3:** The term of an appointed office shall be one calendar year in length. Appointment shall be made by the second chapter meeting of the spring.

## **Article VII: Committees and Boards**

**Section 1:** The chapter shall establish committees and boards to supplement the executive board and appointed positions to help the chapter obtain its objectives as outlined in the chapter constitution and bylaws.

**Section 2:** All chapter members must serve as an executive officer or an active member on at least one committee, board, or appointed position (see Article VI) during each semester.

**Section 3:** To fulfill one's obligation as part of a committee, a member must attend at least two committee meetings a month during the semester.

## **Article VIII: Impeachment**

**Section 1:** Grievances against an executive officer must be made to the Judicial Board as outlined in Article XIII of these by-laws.

**Section 2:** If the Judicial Board finds that the officer has failed to perform his duties, acted in a fashion unbecoming of a member of Delta Upsilon, has acted in a manner inconsistent with the constitution and by-laws of the chapter or Fraternity, or has violated university policy, the Judicial Board may present a resolution to the chapter membership calling for the removal of said officer. The chapter membership shall hear the grievance, a defense, general discussion, a plaintiff rebuttal and a defense rebuttal prior to a vote. The resolution must pass with the support of two-thirds of the chapter membership, provided a quorum exists.

#### **Article IX: Removal from Appointed Positions**

**Section 1:** Any appointed members may be dismissed from his position by the executive board. All removals are subject to the approval of a majority of chapter members present at a meeting provided a quorum exists.

#### **Article X: Finances**

**Section 1:** The VP Finance of the chapter shall oversee the finances of the undergraduate chapter.

**Section 2:** The VP Finance along with the president shall retain dual control over the chapter's bank account with both signatures required to access the chapter's funds.

**Section 3:** If the VP Finance or the president leaves or is removed from office, he shall sign over his control of the chapter bank account to his successor or another chapter member designated by the executive board.

**Section 4:** Dues and fees shall be determined for the semester by the executive officers and approved by a majority of the chapter membership at the second chapter meeting prior to the university's scheduled finals week.

**Section 5:** The chapter dues shall be utilized for the business of the chapter. The VP Finance is charged with the collection of dues and fines. The VP Finance is also responsible for the disbursement of chapter funds.

**Section 6:** Fines may be imposed upon a member for violation of the chapter bylaws. Fines will be set by the executive board and are subject to approval by majority of the chapter membership.

**Section 7:** If a member becomes delinquent in his payments to the chapter, the VP Finance shall notify the executive board. The executive board may then classify the member as being in "poor financial standing". A member in "poor financial standing"

may be barred from chapter activities until a Financial Review Board is convened to hear his case. Notice of a member's delinquency and the amount of the delinquency may be made aware to the chapter.

**Section 8:** A Financial Review Board shall be established which shall be responsible for taking any action necessary to ensure the financial stability of the chapter and to help develop and recommend financial policy and procedures for the chapter.

**Section 10:** The members of the Financial Review Board shall consist of three chapter members and the mentor of the VP of Finance. The VP Finance shall act as chair of the board and will only vote in the event of a tie. None of the three chapter members may be an executive officer of the chapter. The members of the board shall be appointed by the VP Finance and approved by a majority of the chapter membership. The members of the board shall be in good financial standing with the chapter and serve a term of one year.

**Section 11:** Decisions of the Financial Review Board may be appealed as a grievance filed to the Judicial Board following the procedures set forth in Article XII of these by-laws.

## **Article XI: Academic Excellence**

**Section 1:** If a member's cumulative GPA falls below a 3.0 but remains at or above a 2.6, he will be placed on an academic plan by the Vice President of Academic Excellence for the next semester. These sanctions shall be designed to assist the member in improving his academic performance, as outlined in Sections 2 and 3.

**Section 2:** If a member's cumulative GPA falls below a 2.6 but remains at or above a 2.0, he will be brought before the Academic Review Board, as well as attend one meeting with the VP of Academic Excellence each month over the course of the following semester.

**Section 3:** If a member's cumulative GPA falls below a 2.0, he will be sent to the Judicial Board for potential expulsion.

**Section 4:** A member brought before the Academic Review Board may also be placed on academic probation. Academic probation includes, but is not limited to, social events put on by the brotherhood.

**Section 5:** An Academic Review Board shall be established which shall be responsible for ensuring the overall academic success of the chapter as well as individual members.

**Section 6:** The members of the Academic Review Board shall consist of three chapter members, the mentor to the Vice President of Academic Excellence and the Vice President of Academic of Excellence who shall act as the chair of the board. None of the three chapter members shall be executive officers of the chapter. The members of the board shall be recommended by the Vice President of Academic Excellence and

approved by a majority vote of the members present at a chapter meeting providing a quorum exists. The members of the board shall have a semester and cumulative GPA of 3.2 or above and serve a term of one year. The chair of the board shall vote only in the event of a tie.

**Section 8:** Decisions of the Academic Review Board may be appealed as a grievance filed to the Judicial Board following the policies set forth in Article XII.

## **Article XII: Judicial Board**

**Section 1:** A Judicial Board shall be established to provide an avenue for redress of grievances with members who have violated the constitution and by-laws of the chapter or Fraternity, have violated another members personal rights, or have acted in a manner unbecoming of a member of Delta Upsilon.

**Section 2:** The members of the Judicial Board shall consist of three non-executive officer chapter members, the mentor to the VP of Loss Prevention, and the Vice President of Loss Prevention who shall act as chairman of the board and two alternate members. The members of the board shall be recommended by the Vice President of Loss Prevention and must be approved by a majority vote in the chapter meeting. The chairman of the board shall only vote in the event of a tie by the other members of the board.

**Section 3:** In the event the Vice President of Loss Prevention is involved as a participant of a complaint, the executive board shall appoint an interim chairman for the board.

**Section 4:** In the event that one of the members of the board is involved in a complaint, one of the alternate members shall fill in his position.

**Section 5:** All grievances filed to the board shall be in writing. The Judicial Board will convene to hear the grievance between three and seven days after the grievance is filed.

**Section 6:** All members in a grievance shall be notified in writing, no less than two days prior to the hearing, the nature of the charges against him and the date and time of the hearing.

**Section 7:** All decisions of the Judicial Board may be appealed to the chapter membership. The chapter membership may not alter any sanctions assigned by the board, but rather vote on whether the sanctions are warranted or not.

## **Article XIII: Miscellaneous**

**Section 1:** Every chapter member shall be required to attend the initiation of new members. Failure to attend without prior release from the President or Vice President of Membership Education will result in an automatic fine.

**Section 2:** Every chapter member shall be required to attend at least half of a semester's formal recruitment events. Failure to do so will result in a loss of voting privileges when voting upon potential new members.

**Section 3:** Every chapter member shall be required to attend at least two service events and two philanthropy events hosted by Delta Upsilon over the course of the semester. Failure to do so will result in the member being brought before the Judicial Board.

**Section 4:** Attendance at all chapter meetings is mandatory, unless given an excused status by an executive board member. Beginning with the second unexcused absence, a fine of \$5 will be given out. Subsequent unexcused absences will increase the fine by \$10. Upon the third unexcused absence, the member will be brought forth before the Judicial Board with the possibility of fines in place.

**Section 5:** A late arrival of 15 or more minutes to a chapter meeting will result in an unexcused absence, unless prior notification to an executive board member was provided. In the case of this unexcused absence, fines as described in Section 4 will be put in place.

**Section 6:** Any member who is found in possession of, or using, an illicit drug at chapter functions shall be subject to expulsion from Delta Upsilon as provided by the constitution and the by-laws of the chapter and the Fraternity and may be subject to criminal prosecution.

**Section 7:** The date, November 4 will be commemorated as Founder's Day.

#### **Article XIV: Amendment and Suspension of By-laws**

**Section 1:** Amendments to these bylaws may be adopted or repealed in whole or in part by a two-thirds vote of the chapter membership present at a chapter meeting, provided a quorum exists.

**Section 2:** Any amendments to these by-laws must be submitted to the executive board at the executive board meeting preceding the chapter meeting that the amendments are to be presented. Voting on the proposed amendments must take place at the next chapter meeting following the chapter meeting that the proposal is presented.

**Section 3:** Any proposed amendments must be distributed to the chapter three days prior to the meeting that said proposal shall be voted on.

**Section 4:** If a quorum does not exist to discuss and vote on a proposed amendment, the discussion and vote shall be tabled until the next chapter meeting.

**Section 5:** Suspension of these by-laws in whole or in part must be made by a two thirds majority of the chapter members present at a chapter meeting, provided a quorum exists.