

## Virginia Pi Chapter Constitution

### **Article I**

#### **Name and Objectives**

Section 1 This body shall be known as the Virginia Pi chapter of the Sigma Phi Epsilon Fraternity according to the designation of the National Headquarters of the Fraternity.

Section 2 The objectives of this organization are:

To impress upon its members the true significance of fraternal relationships and to create and perpetuate friendship among all persons.

To develop and strengthen the character of its members, promote the principles of Virtue, Diligence, and Brotherly Love, and preserve the ideals and principles upon which the Fraternity was founded.

To instill those principles which are the responsibilities of an individual as a member of society.

Section 3 This chapter shall be governed at all times by the provisions of the constitution and Bylaws of the Grand Chapter of the Sigma Phi Epsilon Fraternity.

Section 4 In order to accomplish the above objectives, the Executive Board, with a majority vote, may take all necessary and proper action as long as it is consistent with the Chapter's By-laws, Standards, and Constitution. These actions may be overridden by a 2/3 vote of the entire chapter.

### **Article II**

#### **Membership**

Section 1 Membership in this chapter shall be subject to the provisions of the Grand Chapter Bylaws, Article I, Sections 1 to 7 inclusive.

Section 2 A member of any other chapter of Sigma Phi Epsilon attending this University shall be permitted to affiliate with this chapter in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Section E, No. 30 which states: "Each undergraduate chapter shall have, as part of its chapter bylaws, a procedure for approval of transfer brothers. To be eligible for affiliation, each candidate shall receive approval of undergraduate chapter members as prescribed by the chapter bylaws."

Section 3 This chapter shall have the authority to initiate a candidate for honorary membership in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Article I, Section 2 (c) which states: "Renaissance brothers are those who are over 25 years of age, or deceased; who have received an undergraduate degree or

currently are not enrolled undergraduate students at a college or university; who are not a member of another national fraternity; and who express values and ideals consistent with the cardinal principles of Virtue, Diligence, and Brotherly Love.”

Section 4 Any member of this chapter who ceases to be a student in this institution shall be regarded as an alumnus member in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Article I, Section 2 (b) which states:

“Alumni brothers are those who cease to be student members in the college or university chapter where they were initiated or affiliated through (1) graduation via a bachelor degree, (2) deaffiliation as a student for more than one academic year with any university or college, (3) or permission to obtain alumni status through application to the national Fraternity, via a formal application submitted to the local undergraduate chapter, certification of same application of the corresponding alumni and volunteer corporation overseeing the undergraduate chapter, and final approval by the National Board of Directors. Standards for alumni status shall be the following:

— Brother must be in good standing as identified by Article I,  
Section 5.

— Brother must complete formal application, form, and content established by the National Board of Directors.

— Letters of recommendation from the undergraduate chapter President and Vice President of Finance.

— Majority vote of undergraduate chapter.

— One letter of recommendation from the President of the Alumni and Volunteer Corporation overseeing the undergraduate.

One letter of recommendation from the chapter counselor representing the undergraduate. This application procedure can be changed at the sole discretion of the National Board of Directors.”

Section 5 Any member initiated by this chapter and enrolled in this institution, or a member who has been properly affiliated and is enrolled in this institution shall be considered a student member and included in the determination of the chapter’s annual deposits to the Housing Loan Fund and Chapter Investment Fund in accordance with Grand Chapter Bylaws and Administrative policies and Procedures, Section C, Nos. 8 and 12 which states respectively: “Effective March 1, 1998, each undergraduate chapter shall pay to the Sig Ep National Housing, LLC (SENH), a fee of twenty (20) dollars for each undergraduate brother and member in the chapter on March 1 of each year. Effective March 1, 2008, each undergraduate chapter shall pay to the Sig Ep National

Housing, LLC (SENH), a fee of twenty five (25) dollars for each undergraduate brother and member in the chapter on March 1 of each year.

And

Section C. No 13 “Chapter Investment Fund” :Each undergraduate chapter shall deposit to an account in its name in the Sigma Phi Epsilon Chapter Investment Fund not less than twenty (20) dollars for each undergraduate brother and member in the chapter on March 1 of each year.

Section 6 Inactive membership shall not be permitted by this chapter in accordance with Grand Chapter Bylaws and Administrative Policies and Procedures, Article I, Section 7 which states: “Inactive membership, or any type of membership not specifically provided herein, shall not be permitted.”

Section 7 The responsibility of determining the completion of a Balanced Man Challenge (Sigma, Phi, Epsilon, and/or Brother Mentor) shall be invested in the Vice President of Brotherhood Development at the advice of the respective challenge coordinator. In cases where a brother feels that the Vice President of Brotherhood Development’s decision is unwarranted they may petition the Executive Board which may with a 2/3 vote overturn that decision.

Section 8 The responsibility of extending bids to potential new members shall be placed under the jurisdiction of the Vice President of Recruitment and a majority vote of the 2/3 vote of the Active Undergraduate Chapter, as called for during a special meeting at the leisure of both the President and Vice President of Recruitment, or by 2/3 vote of the Executive board.

Section 9 All membership development activities performed by this chapter shall be of a constructive nature in accordance with Grand Chapter Bylaws and Administrative Policies and Procedures, Article I, Section 4 which states: “Any preinitiation activity shall be of a constructive nature in accordance with the purposes and objectives of the Fraternity, and all forms of hazing are prohibited.”

Section 10 A member who is not suspended or liable for any other reason in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Section E, Nos. 35 through 47 and who has maintained a minimum Grade Point Average of 2.75 on a 4.0 scale shall be specifically considered a member in good standing.

### **Article III**

#### **Executive Committee**

Section 1 The Executive Board shall consist (in the order of succession) of the President, Vice President of Programming, Vice President of Finance, Vice President of Development, Vice President of Recruitment, Chaplain, and Vice President of Communications.

Section 2        The Executive Board shall meet at least 24 hours before each chapter meeting and when called by the President as necessary. At least 5 out of 7 of the Executive Board members must be present for any voting on any business to occur.

Section 3        The President shall serve as chairman of the Executive Board and shall report to the chapter any action recommended or taken by said committee at each chapter meeting.

Section 4        It shall be the duty of this board to plan the year's activities and establish the general overall policies and goals subject to the chapter's approval in accordance with Grand Chapter Bylaws and Administrative Policies and Procedures.

Section 5        This board shall be responsible for the formulation and enforcement of chapter house/facility rules. Only by a 2/3 vote of all student members in good standing may any of the said house rules formulated by this board be changed without the approval of said committee.

Section 6        The order of business of an Executive Board meeting shall be as follows:

Roll Call  
Reading of previous Executive Board minutes  
Committee reports  
Financial report  
Notices and communications  
Old Business  
New business  
Adjournment

Section 7        The Vice President of Communication shall be responsible for keeping accurate minutes of the executive committee meetings.

Section 8        The Vice President of Communication will, with the help of the President, develop a chapter meeting agenda from the discussion of the executive committee meeting and post the agenda for all members to become familiar with prior to the chapter meeting.

#### **Article IV**

#### **The Cabinets**

Section 1        The cabinets shall consist of each Vice President and all standing and special committee chairmen of the chapter under each Vice President's jurisdiction.

Section 2        The cabinets shall meet weekly prior to the Executive Board meeting and when called by the Vice Presidents as necessary with at least half of the cabinet present to constitute quorum.

Section 3 The Vice Presidents shall serve as chairmen of the cabinets and shall report to the Executive Board any action recommended or taken by said cabinets.

Section 4 It shall be the duty of the cabinets to coordinate all chapter activities, to allow all chapter leaders to analyze the chapter programs, and select those best designed to achieve the desired results consistent with the principles of the Fraternity.

## **Article V**

### **Officers**

Section 1 Each of the officers of the chapter shall have such powers and perform such duties as described in the Bylaws and Administrative Policies and Procedures or the Ritual of the Fraternity, in the bylaws of the undergraduate chapter, or as may be directed by the Grand Chapter.

Section 2 At the expiration of his term of office, each officer shall deliver all chapter books, papers, monies or other articles to his successor. Each officer shall render all information to enable his successor to assume full charge of the duties of his office.

Section 3 The officers of an undergraduate chapter in the order of succession and their duties shall be as follows:

#### **President:**

The President shall preside at all meetings of his chapter, all extra sessions, decide in case of tie votes, fill vacancies arising from temporary absence of officers, and sign all papers requiring authentication.

He shall have authority to suspend from a chapter meeting any member for conduct unbecoming of a member of Sigma Phi Epsilon

The President shall be chairman of a President's Cabinet separate from the Executive Board, Press Relations Chairman, and IFC representative are members of this cabinet as well as any other specially created coordinators.

The President will have the final say on matters regarding interpretations of the constitution and by-laws.

#### **Vice President of Programming**

The Vice President of Programming shall be responsible for the chapter's functions, programs, and to keep the chapter calendar.

He is chairman of the programming cabinet which may include but is not limited to the events chairman, the community service chairman, and the intramural director.

He shall assume all duties of the President in the absence of or the disability of the President.

He is the ritualistic Vice President.

#### **Vice President of Finance**

The Vice President of Finance shall be the chairman of the finance cabinet which may include but is not limited to the budget chairman and house chairman.

The finance cabinet shall collect all dues and other charges due from the members to the undergraduate chapter, and the Vice President of Finance shall make disbursements subject to the order of the chapter President or the Alumni Board.

The finance cabinet shall prepare, with the assistance of the Alumni Board and the chapter President, an annual budget of the undergraduate chapter, and after it is approved by the Alumni Board, he shall transmit a copy to the undergraduate chapter, the District Governor, and Headquarters.

The finance cabinet shall prepare and submit the monthly financial reports required by Grand Chapter Bylaws and Administrative Policies and Procedures.

The Vice President of Finance shall be responsible for the prompt collection and transmittal to Headquarters of all monies due the Fraternity pursuant to the Grand Chapter Bylaws and Administrative Policies and Procedures, Section C.

Within one month after the conclusion of their terms of office, the Vice President of Finance and the cabinet shall turn over for audit to a qualified person appointed by the Alumni Board, in accordance with Grand Chapter Bylaws and Administrative Policies and Procedures, Section E, Paragraph 21, all records pertaining to the financial operations of the undergraduate chapter.

### **Vice President of Brotherhood Development**

The Vice President of Brotherhood Development shall be chairman of the development cabinet which may include, but is not limited to, the Balanced Man Program Coordinators.

He is responsible to schedule and lead chapter retreats and enrichment programs which may or may not include the assistance of the Chaplain.

He shall act to uphold, develop, and strengthen the character of the members and to preserve the ideals and principles upon which the Fraternity was founded.

### **Vice President of Recruitment**

The Vice President of Recruitment shall be responsible for the recruiting of new members, both undergraduate and alumni, into the chapter.

He is chairman of the recruitment cabinet which may include, but is not limited to, the rush chairman, the recruitment events chairman, the Balanced Man Scholarship chairman, They shall conduct the chapter's non-member recruitment and alumni programs and conduct correspondence in regard thereto, establishing and maintaining programs to recruit undergraduate members and to maintain proper contact with the alumni.

### **Chaplain**

The Chaplain will be chairman of the Standards Board

The chapter, via election every semester, will elect the following officers to serve as

members of the Standards Board: the Senior Marshall, the Junior Marshall, the Guard, and the Guide.

The Standards Board shall be responsible to plan the use of the Ritual, inspect the Ritual equipment, review proper risk management for upcoming events, and practice the Ritual. The Standards Board shall also be responsible to enforce the chapter's standards and resolve member disputes.

The marshals shall properly set up and remove Ritual equipment for formal meetings and/or initiations. It shall be their duty to make sure that all Ritual equipment is available for formal meetings and initiations. They shall arrange for proper storage facilities, cleaning and repair of the Ritual equipment.

### **Vice President of Communication**

The Vice President of Communication shall be responsible for maintaining the membership records of the chapter in a form prescribed by the national Board of Directors, and he will be responsible for keeping a record of the history of the chapter. The Vice President of Communication will call the roll and keep the minutes of each meeting. He will have charge of the seal, books, papers, and records of the chapter, except those in the charge of other officers.

The Vice President of Communication will be responsible for conducting all correspondence and bringing all legislation before the chapter.

The Vice President of Communication is responsible for checking the chapter's e-mail as well as maintaining the chapter's website and the chapter calendar.

## **Article VI**

### **Election of Officers**

Section 1        The officers of the undergraduate chapter shall be nominated annually by secret ballot on the first chapter of the spring semester and elected at the following chapter by secret ballot.

Section 2        In the event the elected officers fail to return to the University, the undergraduate members may assemble and proceed to elect officers who will serve until the next annual election.

Section 3        To be eligible to hold an elected position in Sigma Phi Epsilon, a member must be in good standing and must maintain a cumulative grade point average which exceeds the chapter's minimum grade point average for candidates for membership by no less than .3 on a 4.0 scale.

In order to be eligible for the office of President, a member must have served as a member of Executive Board before and faithfully served through the end of their term. Unless 2/3 of the current undergraduates in attendance vote to override the term requirement for the office of President. Said vote must take place during the nomination process in order for the vote to be valid.

Section 4        Only a member in good standing shall be eligible to hold an office, be appointed to a committee, or be in any position of trust in the chapter.

Section 5        The process for election will be as follows:  
Nominations will be submitted at the meeting prior to elections. Nominations will be considered closed as of the adjournment of said meeting.  
During the time before elections take place, anyone may decline their nomination to any position at any time.  
A ballot will be presented on the second chapter of spring semester. This ballot shall contain the nominees for their respective positions in order of succession. Candidate's proper names will be in alphabetical order.  
Immediately after the meeting has been opened the Standard's Board will distribute and collect the ballots. Elections will be considered during new business.  
The current Chaplain and President will count the votes while the President continues with the regular order of business.  
After the regular order of business has occurred the current Chaplain and President will present the two nominees for each position that have received the most votes, unless one nominee has obtained a majority of the votes. In which case he who obtained the majority shall be named for that position and the chapter notified,  
A second vote will be taken for each position. The chapter will choose between the two nominees for each position that have received the most votes.  
The current Chaplain and President will collect the votes and calculate the results.  
The chapter will be notified as soon as the results are compiled.  
In cases where a conflict of interest may occur, the Chaplain or President may excuse himself from the counting process to be replaced by the officer in succession, however the Chaplain and President are not required to do so.  
In the case of a tie, the President will cast the deciding vote except in cases where the President is running for the position in question or has a conflict of interest. In such a case, the tie breaking vote will proceed down the line of succession to someone who is not involved.

Section 6        Installed two weeks after they are elected, or at the discretion of the current executive board according to the manner and form prescribed in the ritual. All new executive board members will thereafter have all their duties rights and privileges that come with their respective positions with the exception of putting on the Epsilon rite of passage in the spring semester of that which they are elected. Those duties will fall to the former executive board members.

Section 7        The chapter shall have the power, by majority vote, to declare void the election of an officer who, without satisfactory cause, fails to present himself for installation.

Section 8        The chapter shall have the power, by a vote of 2/3 of all of the undergraduate members in good standing to declare vacant any office of the chapter.



Further, the alumni board may recommend the chapter declare vacant the office of Vice President of Finance for non-performance of his stated duties and obligations.

## **Article VII**

### **Committees**

Section 1       The vice presidents shall appoint or the chapter shall elect by majority vote, the chairmen of the following standing committees: Balanced Man Scholarship, budget, community service, alumni events, speaker director, membership recruitment, scholarship, events, special activities, intramurals, and songs.

Section 2       The Executive Board shall appoint the members of the standing and special committees upon the recommendation of the committee chairmen.

Section 3       The chairman of each committee shall make a report, if necessary, to the chapter at each weekly meeting, and it shall be submitted to the vice presidents at the cabinet meetings before the regularly scheduled executive meeting for its approval. The Vice President of Communication shall preserve these written reports.

Section 4       The vice presidents may remove any committee chairman or committee member, who, in his opinion, and in the opinion of the President, is not satisfactorily doing the duties for which he has been appointed.

Section 5       The duties of the standing committees shall be as follows:

Membership Recruitment Committee- This committee shall have charge of all selection activities and extend on behalf of this chapter all invitations for such functions and bids for those men duly elected as new members on behalf of the chapter; also, this committee shall refer to the Membership Recruitment Guide for additional material and information concerning its duties and responsibilities.

Events Committee- This committee shall plan and prepare this chapter's social calendar at the beginning of the school year and revise this calendar during the year when necessary. It shall be the responsibility of this committee to stimulate improvements in the social graces of the individual members and the group as a whole, and to ensure the chapter's compliance with campus, city, state, and Fraternity laws and policies.

Section 6       The President shall appoint other committees and committee chairmen when he deems it to be for the benefit of the chapter.

Section 7       The committee chairmen shall meet weekly with the Vice Presidents as outlined in Article IV

## **Article VIII**

### **Chapter Meeting**

Section 1       Held each Sunday at the discretion of the executive board. The chapter

must be notified a reasonable amount of time in advance if there is a change of time or location for the meeting.

Section 2        All meetings shall be opened and closed using the form prescribed in the Ritual.

Section 3        This chapter shall have formal meetings, with the use of all official Ritual equipment, on the following occasions, as prescribed by the Fraternity Ritual:

The first regular meeting of each semester.

The first regular meeting of each month.

Initiations

The first regular meeting following an initiation.

Installation of officers

Last regular meeting following an initiation

At the option of the chapter President.

At the request of a representative of the Grand Chapter.

Section 4        A special meeting may be called by the President or by a 2/3 vote of the members of the chapter and the meeting's location and time must be sent to the current undergraduate members through e-mail by the Vice President of Communication 24 hours before the meeting is to occur.

Section 5        The President shall have authority to suspend from the meeting any member for conduct unbecoming of Sigma Phi Epsilon or unbecoming to a gentleman.

Section 6        Attendance shall be required of all members; any member who is absent from a chapter meeting shall present his excuse in writing to the Chaplain no later than the first meeting of the Executive Board following the absence. Excuses shall be limited to illness, work, family emergency, or other extenuating circumstances and an unexcused absence shall subject the offending member to disciplinary action by the Standard's Board. It is the responsibility of the Vice President of Communication to submit a record of absences to the Chaplain after the chapter meeting.

Section 7        Members shall be required to be appropriately dressed as gentlemen, at the discretion of the Chaplain, at all meetings of this chapter.

Section 8        The order of business shall be as follows:

Opening in accord with the form prescribed by the Ritual.

Roll Call.

Reading of the minutes of preceding meeting; approval.

Financial report

Committee reports

Reading of communications and notices.

Unfinished business

New business

Recommendations for membership and voting on said recommendations

Reports of sickness

Remarks for the good of the Fraternity

Formal closing of meeting in accord with the Ritual (including singing of the Anthem)

Section 9 Robert's Rules of Order shall be the authority on all parliamentary questions where they do not conflict with this document or the Bylaws and Administrative Policies and Procedures of the Grand Chapter.

Section 10 The order of business will be completed before a motion to adjourn will be entertained.

## **Article IX Assessments, Fines, and Fees**

Section 1 The new membership fee shall be \$400, \$275 of which shall be sent to Headquarters within 24 hours after joining, along with the membership form, in accordance with Section c, Nos. 2 through 6 and 11, of the Grand Chapter Bylaws and Administrative Policies and Procedures, in addition, the new member's account with the chapter must be paid in full before said new member may be inducted.

Section 2 This chapter shall deposit \$25 per member per year to the Chapter Investment Fund and \$10 per member per year to the Housing Loan Fund in accordance with Section C, No 12, of the Grand Chapter Bylaws and Administrative Policies and Procedures.

Section 3 All members shall pay equal monthly fees and assessments as provided in the budget prepared by the Vice President of Finance and Alumni Board and said charges shall not be changed without the approval of the Alumni Board.

Section 4 The semester dues for the chapter shall be \$385 dependent on the member's grades the past semester which is only applicable to current members of the chapter and excluding new members in the first semester of joining. This amount is subject to change with a unanimous vote of the Executive Board.

a. The cost of discounted dues will be \$350 and will be granted to each member who earns above a 3.0 GPA or increases their semester GPA by .3 from their previous semester's GPA.

Section 5 All chapter fees and bills shall become due and payable on the first of the month for which the fees are being charged. Any actions concerning late fees shall be under the jurisdiction of the sitting Vice President of Finance and the current Alumni Board cooperatively. Regular fees shall be chargeable for the period that any member is under suspension.

Section 6 Probation is defined to be the temporary denial of voting privileges at all chapter events where voting is deemed necessary.

Section 7        Suspension is defined to be the denial, for a definite period, (established by the Standard's Board) of the privileges and benefits of membership, including the wearing or displaying of the Fraternity insignia, the attending of this chapter's functions and meetings, or otherwise identifying oneself as a member of the Fraternity, in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Section E, No 36.

Section 8        Expulsion is defined to be the permanent denial of all privileges and benefits of membership, including those specifically enumerated in the preceding section, in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures Section E, No 37

Section 9        Any member under suspension for indebtedness shall, upon payment of his indebtedness, be restored to membership in good standing without a vote of this chapter, in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Section E, No 42

Section 10       Any member expelled for indebtedness by this chapter may be reinstated in accordance with the Grand Chapter Bylaws and Administrative Policies and Procedures, Section E, No 42. The Vice President of Communication shall notify the Headquarters of a member expelled for indebtedness, giving the amount of the indebtedness and a copy of the letter sent to the member informing him of his expulsion. In cases of expulsion, other than for indebtedness, the Vice President of Communication shall notify Headquarters of members expelled along with the minutes of the meeting where the expulsion was acted upon and all resolutions, together with all the papers giving a complete record of the case. (See Section B, inclusive, of the Grand Chapter Bylaws and Administrative Policies and Procedures.)

Section 11       The bookkeeping system employed by this chapter shall be that prescribed by the Grand Chapter and/or other systems with the approval of the National Board of Directors.

Section 12       All fines assessed by the Standard's Board shall be recorded by the Vice President of Communication, and the Vice President of Finance shall notify the member in debt of this amount at the first chapter meeting of every month.

Section 13       Should the Standards Board deem necessary a punishment for other than expulsion or indebtedness the appeal procedure shall be as follows:

A chapter member shall bring his appeal in writing to the Chapter President that sets forth the basis of his appeal no more than two weeks after the official written notification is received of the decision in question.

The Chapter President shall present the appeal to a closed Executive Board meeting, without the appellant and/or the brother in question present.

A Vote of two-thirds of the Executive Board in favor of the appeal shall cause the appeal to be placed on the agenda of the next chapter meeting.

The President or highest ranking Executive Board member present shall read the Standards Board's decision and the written appeal to the Chapter.

All members in good standing present at the meeting shall vote by secret ballot without debate.

The Chapter shall first vote on whether to reverse and dismiss the decision of the Standards Board. If the motion fails for lack of a two-thirds majority the Chapter shall then vote on whether to reverse and remand to the Standards Board for reconsideration. If this motion fails for lack of a two-thirds majority the decision of the Standards Board shall remain in full force and effect.

Section 14 The Standards Board has the ability to enforce no more than three of the five following sanctions for first semester GPA offenders:

- 1) Study Hours with no more than 10 hours a week (signed off by another brother)
- 2) Visit professor office hours once a month (each professor)
- 3) Meeting with mentor once a week (exchanging syllabus and due dates, going over grades)
- 4) Getting attendance to class signed off on by professors
- 5) Limit participation in Intramural Sports until the offender shows their mentor, the Chaplain or a member of Standards board that their assignments due the following day are complete

## **Article X**

### **Amendments**

Section 1 Amendments to this document may be proposed at any business meeting of the chapter, but said amendment must be submitted in writing to the President and must be emailed out to the chapter as soon as possible for all active members to view, and it shall not be acted upon until the following business meeting. The amendment must be either ratified or denied at the meeting following its proposal.

Section 2 No amendments shall become effective until approved by a 2/3 vote of the active membership attending the meeting at which said amendments are to be acted upon.

Section 3 Any amendments which come in to existence will be added to the end of this document.

Section 4 Any preexisting article and amendments claiming to represent the

constitution of the Virginia Pi chapter of the Sigma Phi Epsilon Fraternity are hereby null and void.

**Revisions ratified February 6<sup>th</sup>, 2011 by at least 2/3 of the current undergraduate members**

**Amendment 1**

- a.) Executive board officers shall be nominated publicly by their own recommendation or by that of another current undergraduate member on the second to last chapter meeting of the fall semester.
- b.) Executive board officers shall be elected by secret ballot on the final chapter meeting of the fall semester
- c.) A shadow period over the winter break in which previous executive board officers will explain all necessary obligations and functions of their respective positions to the recently elected officers will take place. Newly elected officers shall be installed at the first chapter meeting of the spring semester and shall inherit all duties, rites, and privileges of their respective office with the exception of putting on the Epsilon rite of passage if they have not themselves completed this rite. Those duties will fall to the former executive board officer.
- d.) This amendment effectively replaces article VI section 1 and article VI section 6.

**Passed According to Procedure Fall 2011**

**Amendment 2**

The position of Parliamentarian shall be permanently established; his role is to advise the chapter on all aspects of Fraternal legislation. Therefore although he is not a bona fide executive board member he must attend all executive board and undergraduate chapter meetings, pending excusal by the Chaplain. His speaking role is strictly restricted to constitutional and legislative issues in both forums.

- a.) The Parliamentarian shall be elected annually along with the Standards Board. Following election the new Parliamentarian must shadow the existing Parliamentarian to ensure proper education on legislative information and procedure.
- b.) The position of Parliamentarian can be evicted by the same procedure as executive board members.

**Passed According to Procedure Fall 2011**

### Amendment 3

Bid discussion shall occur at a time and date determined by the Vice President of Recruitment. The time and date of this event shall be announced at chapter and through email. Bid discussion is subject to the following order of events:

- A) The Vice President of Recruitment shall address all voting members and look at all potential new members briefly.
- B) The Vice President of Recruitment shall count and record the number of members at the meeting. Any potential who achieves a  $\frac{3}{4}$  vote from the current undergraduate members in attendance shall be extended a bid. Should a voting member wish to abstain he is permitted to do so as long as a quorum of at least  $\frac{1}{2}$  of the current undergraduate members in the chapter are still voting.
- C) The Vice President of Recruitment shall present the potential new members to the voting members in random order. This information should include the GPA and campus involvement of each member.
- D) Following the presentation of each member there shall be a discussion period in which members will be called upon by the Vice President of Recruitment to speak about the potential being discussed.
- E) When the Vice President of Recruitment feels the conversation has ended or become redundant he shall call for a hand vote; members can ask the Vice President of Recruitment to call for a vote if they feel the conversation is no longer relevant.
- F) Once the hand vote has concluded the potential will not be reconsidered as such reconsideration is unfair to the other potentials and creates inefficiency.
- G) The process C through F shall continue until all potentials have been considered.

### **Passed According to Procedure Fall 2011**

### Amendment 4

Members who miss the minimum GPA requirement for three semesters, regardless of whether they are concurrent or not will be removed from the chapter. This amendment will apply to all members who join the spring of 2013 and after. Pending extreme circumstances.

### **Passed According to Procedure Fall 2012**

### Amendment 5

A member who improves his semester GPA by more than 0.3 must meet the minimum grade standard in order to receive a dues discount.

## **Passed According to Procedure Fall 2015**

### **Amendment 6**

The Executive Board shall consist (in the order of succession) of the President Vice President of Programming, Vice President of Finance, Vice President of Development, Vice President of Recruitment, Chaplain, Vice President of Communications, and Vice President of Residential Learning Community.

The Executive Board shall meet at least 24 hours before each chapter meeting and when called by the President as necessary. At least 6 out of 8 of the Executive Board members must be present for any voting on any business to occur.

### **Vice President of Residential Learning Community**

The Vice President of Residential Learning Community (RLC) shall be responsible for all RLC programing, faculty fellow outreach and engagement, housing operations, on campus study spaces, and maintenance of the RLC space.

The Vice President of RLC shall head the RLC Cabinet that will consist of, but not limited to the Housing Chair, Faculty Outreach Chair, and RLC Programing Chair.

## **Passed According to Procedure Spring 2017**

### **Amendment 7**

The cost of discounted dues will be \$35 off and will be granted to each member who earns above a 3.1 GPA or increases their semester GPA by .3 from their previous semester's GPA.

## **Passed According to Procedure Spring 2017**

### **Amendment 8**

#### **Lavaliering Procedure**

- A. In New Business, if 2/3 of the members in good standing are present for a chapter meeting.
  - a. A member seeking chapter approval for lavaliering a significant other shall "Motion to extend a lavalier".
  - b. The presenting member will stand before the chapter members and present, in no more than five minutes, their case about the receiving individual and why they feel the lavalier should be extended.
  - c. Afterwards, the requesting member shall leave the chapter room, and the chapter members will discuss the case. Upon a 2/3 vote, the chapter may decide whether or not the lavalier should be extended.
  - d. The requesting member is informed of the decision then invited back into the chapter room.
- B. If a lavalier is extended without chapter approval, then standards action may be taken.



## **Passed According to Procedure Spring 2018**

### **Amendment 9**

#### **Substance-Free Policy**

Section 1. As of March, 2018, the Virginia Pi chapter facilities will be substance-free for all members, alumni, and guests.

Section 2. The definitions of “substance-free” and “chapter facilities” are as follows:

- a. “substance-free” shall be defined to prohibit the possession, use, distribution or consumption of all illegal and illicit substances, alcohol, marijuana or controlled substances without an appropriate prescription issued to the user by a licensed professional.
- b. “chapter facilities” shall be defined as all property owned or leased by the Virginia Pi chapter or Alumni Volunteer Corporation (AVC), both interior and exterior property, including communal spaces, study spaces, dining facilities, any area of a chapter facility that is open for common or public use, all bedrooms, and all outdoor spaces associated with or adjacent to the chapter facility, including parking lots.

Section 3. All instances of non-compliance with the substance-free facilities policy are subject to the review of the standards board.

Section 4. The possession, use, distribution, or consumption by a member of any illegal or illicit substance, marijuana, or controlled substance without an appropriate prescription issued to the user by a licensed professional shall result in immediate expulsion of that member through a formal trial conducted by the standards board.

## **Passed According to Procedure Fall 2021**

### **Amendment 10**

#### **Voting for Bids**

- A. In order to extend a bid to a new member, a 2/3 vote must be achieved from the current undergraduate members in attendance at the bid discussion.
- B. All other processes from Amendment 3 shall remain in effect.

## Amendment 11

### Eligibility for President

- A. In order to run for the position of President, a member is no longer required to have previously served in an executive board position though it is highly recommended.