

SIGMA CHI FRATERNITY BY-LAWS

PREAMBLE

Believing that where there is law there is liberty, we the members of the Epsilon Upsilon Chapter of the Sigma Chi Fraternity do establish these by-laws for the government of our chapter, and we do solemnly affirm to uphold them.

ARTICLE I

MEMBERSHIP

SECTION 1. PLEDGING:

- A. The Rush Committee and the Rush Chairman shall be charged with the duty of extending all bids.
- B. The Rush Chairman may extend a bid prior to rush week. This bid may be revoked by a majority vote of the Rush Committee
- C. To comply with statute 3.10 of the Sigma Chi Constitution, all prospective pledges must be approved by 90% of the active members present.
- D. No more than two ballots shall be held on any candidate for pledging or depledging in a single chapter meeting
- E. A pledgeship can only be broken through proper bids and balls procedures.
- F. Breaking of a pledgeship must be accomplished in two regular or special chapter meetings. Pledges are to be brought up for blackball in a regular or special chapter meeting and must be voted on in the following meeting.
- G. A pledge must appear before a pledge commit to be eligible for blackball unless the pledge is put up for expulsion during the last chapter meeting before the commencement of I-week or at mid-semester "ball"
- H. Blackball vote shall be conducted by secret ballot.
- I. It shall take a vote of five brothers or 20% of the active members present and voting at a regular chapter meeting, whichever is greater, to blackball a pledge.
- J. If a pledge has not been initiated by the end of the second semester pledged, his pledgeship shall be automatically terminated.
- K. To comply with statute 3.13 of the Sigma Chi Constitution, every pledge is eligible for blackball at the last regular or special chapter meeting prior to his initiation

SECTION 2. INITIATION:

- A. No person shall be initiated into membership unless he has fulfilled all of the requirements of the general fraternity, as explained in Statue 3.07 of the Sigma Chi Constitution and in the Executive Committee Regulation 3.07-2.
- B. No person shall be initiated into membership unless he has fulfilled all of the requirements set down by the Inter-Fraternity Council and Arizona State University
- C. A pledge must have maintained a 2.25 GPA average based on his coursework at ASU only during his pledge semester to be eligible for initiation.
- D. A pledge must carry at least seven semester hours during his pledgeship, at Arizona State University only, to be eligible for initiation.
- E. No person shall be initiated into membership unless he has received a minimum of ten weeks of instruction, under the tutelage of the Magister.

SECTION 3. AFFILIATION:

- A. A member of another chapter of the Sigma Chi Fraternity may affiliate with the Epsilon Upsilon Chapter, only after written confirmation from his original chapter stating that he is in good standing, financially and otherwise.
- B. Any affiliated member is subject to all the provisions of the By-Laws of the Epsilon Upsilon Chapter of Sigma Chi.
- C. Member affiliation should follow this procedure:
 - 1. Prior to affiliation, the requesting brother shall attend at least 3 consecutive regularly scheduled chapter meetings.

2. The requesting brother shall present to the Executive Committee a written request for affiliation along with the written confirmation of part A of this section.
3. The applicant's formal affiliation shall require the approval of $\frac{3}{4}$ of the active members present and voting at a regular chapter meeting.

SECTION 4. FINANCES:

- A. The active membership of the chapter shall consist of only those brothers in good standing
- B. Good standing is lost for financial delinquency.
- C. To remain in good standing brothers must live in the house for at least the first two semesters after activation.
 1. If a brother lives in the house as a pledge, this does fulfill one of his required semesters
 2. Any excuse not to meet this requirement must be approved by an executive majority vote.
 3. If the house is full, a brother must still fulfill his obligation to live in the house until he graduates.
- D. National dues must be paid in full until a brother's name is taken off the national roll, he graduates, or he becomes a Life Loyal Sig.
- E. Any brother or pledge living in house must pay full social and chapter dues as well as room and board until the discount in section 4F is earned.
- F. If a brother has lived in for 4 semesters he will receive a \$100 discount for every additional semester, whether lining in or out of house.

SECTION 5. PERSONA NON-GRATA:

- A. Persona non grata shall be defined as an involuntary inactive status on which a brother can be placed by a $\frac{2}{3}$ majority of the active brothers and voting at a regular chapter meeting
- B. Reasons for placing a brother on a persona non grata status shall be lack of financial responsibility or bringing discredit to Sigma Chi.
- C. A member brought up for persona non grata (PNG) must have written charges brought up against him. The vote shall take place at the chapter meeting following the meeting when the charges were introduced.
- D. A member placed on persona non grata shall have all connections with the chapter severed.

ARTICLE II

MEETINGS

SECTION 1. CHAPTER MEETINGS:

- A. Regular formal chapter meetings shall be held weekly on Sundays at 5:30pm. Any deviation from this shall be announced by the Consul, in writing, at least 24 hours prior to the regular meeting time.
- B. Special chapter meetings may be called by the Consul at any time. Due notice shall be provided in writing concerning the time of the meeting.
- C. All regular chapter meetings shall be conducted according to the Ritual of the Sigma Chi Fraternity.

SECTION 2. Attendance:

- A. Attendance at the ceremonies of Initiation and Formal Pledging is mandatory unless legally excused as hereinafter prescribed.

SECTION 3. FINES and EXCUSES:

- A. Legal excuse for absence from a designated event shall be:
 1. Classes at the time of the event.
 2. Personal illness.
 3. Serious illness of a member in the immediate family.
 4. A death in the immediate family**Other excuses shall become legal at the excision of the Consul, subject to a $\frac{2}{3}$ over-ruling by the members voting and present at a regular chapter meeting.

- B. A brother absent from the Initiation Ceremony of Formal Pledging, without a legal excuse, shall be fined in the amount of \$25.00
- C. A fine of \$20.00 will be levied for missing the first night of rush, and \$5.00 for missing rush events.
- D. There will be a \$10.00 fine for missing a philanthropic event that a brother agrees to attend, without giving a 2 day notice.
- E. A fine of \$5.00 shall be levied against any executive office that does not attend the weekly executive meetings.
- F. All fines approved by the active chapter will be enforced as deemed necessary by the Judicial Committee, with the amount not to exceed \$10.00 for any single event. The only exceptions to this rule are Initial, Formal Pinnings, and any malicious acts resulting in excessive visible damage to any physical portion to the chapter house.
- G. A record of fines shall be kept by the Annotator and he will inform the Quaestor to add the appropriate amount to the guilty brother's house bill.
- H. Fines will be tacked on to the guilty brother's house bill. Any further collection action shall be handled by the Quaestor.

SECTION 4. VOTING:

- A. Voting shall be a majority vote and shall decide all questions unless otherwise provided by the law.
- B. The Consul may excuse voting constraints on members when he sees fit (house politics). Examples are The Sweetheart of Sigma Chi, Awards...
- C. A brother must have been present in the meeting the previous week to vote on old business (includes blackballs). A brother must be current and in good standing to have full voting rights.
- D. Any member may demand a secret ballot by a 2/3 vote by those voting members present at a regular chapter meeting.
- E. The Consul shall vote only in case of tie.
- F. A brother is allowed to vote only after he has fulfilled his ritualistic obligation to the Chapter.

ARTICLE III

OFFICERS

SECTION 1. CHAPTER OFFICERS:

- A. The officers of the Chapter shall be those prescribed by the Sigma Chi Ritual, and, in addition, such officers as are necessary to perform the efficient administration of the chapter.
- B. The Consul shall appoint such other officers, as he deems necessary.
- C. The Consul and Quaestor shall preside over their officers for 1 year; all other officers' terms are limited to 1 semester.

SECTION 2. NOMINATION AND ELECTION OF OFFICERS:

- A. Nominations are opened at least 1 week prior to elections and remain open until the elections.
- B. Any brother may make a nomination from the floor of the chapter meeting.
- C. A member must be present to accept a nomination for office.
- D. Officers of the chapter shall be elected two weeks before the expiration of each semester.
- E. The Consul must put himself up for a vote of confidence halfway through his term. He must receive a vote in order to continue his term.
- F. No brother may hold more than one office that could possibly create a conflict of interest
- G. Appropriate corrective measures must be taken by the Consul when necessary.

SECTION 3. INSTALLATION OF OFFICERS:

- A. No officer shall be installed into the respective office to which he has been elected until all debts and obligations due, owing or unpaid to the chapter have been remitted in full.
- B. The installation of the officers shall be conducted according to the Ritual.
- C. No brother may hold an office until he has fulfilled his Ritualistic obligation.

SECTION 4. DUTIES and OBLIGATIONS OF OFFICERS:

- A. Consul, Pro Consul, Annotator, Quaestor, Magister, House Manager, Social, Chapter Editor and Kitchen Steward must live in house.
- B. Officers shall have the duties prescribed by the Ritual, and these by-laws, along with the duties set forth by the Pro Consul.
- C. The Consul and the Quaestor shall receive full room, board and social.
- D. It shall be the responsibility of the Annotator to see that every member is provided with a set of by-laws. It shall also be his responsibility for having the By-laws read at least once a semester to a regularly scheduled pledge meeting.

SECTION 5. SCHOLASTIC ELIGIBILITY:

- A. No person in the active chapter shall be nominated for an office nor hold an office unless he has maintained in the previous semester, a cumulative average and class load requirement which is a prerequisite to initiation in Sigma Chi (2.25 GPA. w/ 7 semester hours at ASU). It will be the duty of the Annotator to verify all officers meet these requirements.

SECTION 6. REMOVAL OF OFFICERS:

- A. Any officer may be impeached for non-exemplary conduct not becoming a Sigma Chi, or for incompetence or neglect in the performance of his duties.
- B. It shall require a majority vote of the voting members present at a regularly scheduled chapter meeting to keep an officer at his position. The vote can only take place after charges have been formerly brought against the brother in writing, to the previous chapter meeting.
- C. The impeached officer's position shall be filled by appointment of the highest-ranking officers until a new officer is elected. Nominations and elections shall be held immediately thereafter in a regularly scheduled chapter meeting.
- D. In the event that the Consul is impeached, the Pro Consul shall assume the duties of the Consul until a new Consul is elected via the normal nomination and election process. The newly elected Consul shall server the unexpired time of his predecessor.

SECTION 7. VOTE OF CONFIDENCE:

- A. At the regularly scheduled chapter meeting in March and October, any brother may call a vote of confidence upon any officer. Any officer not receiving a majority vote in his favor shall resign from his office and responsibilities. If this were to take place, the Executive Committee shall present a nominee for the vacated position, and a regular vote shall be called for the next regularly scheduled chapter meeting.

ARTICLE IV

COMMITTEES

SECTION 1. COMMITTEES:

- A. The standing committees shall be the Executive Committee, Finance Committee, Rush Committee, Judicial Committee, Pledge Committee and the Ritual Committee.
- B. At the suggestions of either the Executive Committee or the active chapter, the Consul shall authorize any special committee

SECTION 2. THE EXECUTIVE COMMITTEE:

- A. The Executive Committee chaired by the Pro Consul, shall consist of the Consul, Annotator, and all other officers of the Chapter.
- B. The Executive Committee shall meet once a week on Thursday night at 6:00pm unless otherwise noted.
- C. The Executive Committee shall have the power to pass a motion by a majority vote of those members present. The motion then becomes law subject to overruling by a 2/3 majority vote of the active members present and voting at the next regularly chapter meeting.

SECTION 3. THE JUDICIAL COMMITTEE:

- A. The Annotator shall chair the Judicial Committee and appoint four active members to serve as unbiased jurors.
- B. The Judicial Committee shall have the power to levy fines as prescribed in these by-laws and those mandated by the active chapter and the Annotator.
- C. If a brother or pledge cannot attend the fineable event, he must turn in a written excuse to the Annotator.
- D. Any appeal of a Judicial Committee ruling must be given to the Consul, in writing, 48 hours prior to the next regular chapter meeting. The decision of the committee may then be overturned by a 3/4 vote of the active members present and voting at that chapter meeting.

SECTION 4. THE FINANCE COMMITTEE:

- A. The Finance Committee can be made up in any matter by the Quaestor, but generally includes an alumnus financial advisor, the Consul, and any other qualified brothers in good standing.
- B. The Finance Committee shall require that the Quaestor submit a copy of the budget and of all audits to the chapter, the Chapter Advisor, the House Corporation, the Grand Praetor and the General Headquarters Office of the Fraternity.
- C. The Finance Committee shall require that the Quaestor submit, in approved accounting form, a written statement of profit-loss, and the expense break down to all the parties in part B, of this section. The statement must be submitted no later than the 15th of the month for the previous month.
- D. The Finance Committee shall be responsible for the financial policy of the chapter and its fulfillment. Any brother who does not abide by the provisions mentioned in these by-laws, or hereinafter mentioned, for the payment of bills to the Chapter shall be subject to such disciplinary action as the Finance Committee deems best. Executive Committee Regulation 7.01-1 of the Sigma Chi Constitution will be invoked whenever necessary.

SECTION 5. RUSH COMMITTEE:

- A. The Rush Committee shall have a chairman elected by the Chapter.
- B. The Rush Committee shall consist of the Rush Chairman and seven members Chosen by the Rush Chairman.
- C. The Rush Committee shall plan and execute all rushing functions. They will keep the Chapter informed of what their plans and budget are.
- D. Bidding
 - 1. Four yes votes will place the rushee on the "A" list.
 - 2. Four no votes will exclude the rushee from receiving a bid.
 - 3. If the rushee receives less than 4 votes he is placed on the "B" list.
 - 4. Rushees on the "A" list will be notified of their bid on the appropriate day outlined by IFC
 - 5. Official bids will be extended by the Rush Chairman and at least one other member of the Rush Committee
 - 6. "B" list rushees will be encouraged to meet more people and will be asked to keep coming around.
 - 7. No rushee shall be told of his status at any time.
 - 8. The Rush Chairman must meet all of the rushees before that are voted on.
 - 9. Meetings will be held after every Rush event.
 - 10. Prior to rush week, the Rush Chairman may extend a bid. The bid may be revoked by a majority vote of the Rush Committee.

SECTION 6. RITUAL COMMITTEE:

- A. The Ritual Chairman will be head of the Ritual Committee. The Magister and assistants will co-chair the committee and the Kustos will serve as an active member.
- B. The Ritual Committee shall have complete charge of all initiation paraphernalia, the constitution of such, and its removal. The Consul and the Magister shall assist in any duties, which may pertain to the Ritual.

SECTION 7. PLEDGE COMMITTEE:

- A. The Pledge Committee will be formed by the Magister, and it may include any active brother except a junior initiate.
- B. A pledge must appear before Pledge Committee for the following reasons:
 - 1. He received two write-ups from an active brother.
 - 2. He is mandated to do so by 20% vote of the active members present and voting at a regular chapter meeting.
- C. The Committee can repose a referral after careful review for the reasons for the referral.
- D. All Pledge Committee referrals will be based on the seven ideals of the Jordan Standard.

ARTICLE V

FINANCES

SECTION 1. DUES:

- A. In-House dues will be \$1,850 and out of house dues will be \$375 unless a brother receives a discount of \$100 outlined in Article I Section 4F
- B. Pledge dues will be the same as the brother's dues plus an additional \$160 to cover the \$45 national pledge dues and a \$115 initiation fee.
- C. Brothers must inform the Quaestor of plans to go alumni and to be taken off the books before the first payment of the semester is due or will be held accountable for paying full semester dues. Must put request in writing and have the Quaestor's signature on the request as a receipt.
- D. No verbal agreements.

SECTION 2. PAYMENT PLANS, DATES, AND DISCOUNTS:

- A. There are three in-house payment plans:
 - 1. Pay in full by first payment date and receive \$100 discount
 - 2. Pay in two equal installments at first and third payment dates and receive \$50 discount (\$25 per installment)
 - 3. Pay in four equal installments and receive no discount.
- B. There will be no discount on out of house payments except for that given in Article I Section 4F and Article V Section 2C
- C. Brothers that have paid full chapter dues for eight semesters will no longer be required to pay Chapter dues except for National semi-annuals (\$32.50). Pledge semester will be included as one of the semesters. This does not include the amount owed for living in-house.
- D. Payment dates will be the last day of the month:
 - 1. Fall: August, September, October and November.
 - 2. Spring: January, February, March and April.
- E. Brother's payment on the first payment date will automatically determine his payment plan.
- F. Amounts paid in excess of current amount due will be credited to the next payment.

SECTION 3. FORM REQUIREMENTS:

- A. Information sheet, for account purposes, must be completed by each brother and turned in to the Quaestor to remain in good standing
- B. Contracts must be filled out by each brother planning to live in the house the upcoming semester in order to save a room. Contracts must be filled out and turned in to the House Manager two weeks prior to the last day of finals.
- C. Pledges will be required to sign a contract upon taking a bid. The contract will be an agreement with the pledge stating that upon being activated, he will pay full dues set forth by the Chapter unless he is taken off the books of the Chapter

SECTION 4. PENALTIES AND SUSPENSION

- A. One percent of the amount currently due will be added to the next payment due for every day late on payment. All penalties must be paid for by the last day of finals for that semester.
- B. Brothers are responsible to know the status of their own account and do not have to be informed of their social probation status for it to be effective.
- C. Action to be taken on late accounts:

1. One-week late – social probation and loss of vote. Those found in violation of social probation will be escorted out of the event and will be sent to a joint hearing of the financial and judicial committees to decide on appropriate penalty.
2. Two weeks late – Brother will be brought p for financial suspension. If voted to be suspended, all forms will be sent to National and parents will be contacted on late account (if applicable). If not voted to be suspended, will automatically be voted on each week until either suspended or account is paid.
3. Three weeks late (whether brother is suspended or not) – Account will be reported to a collection agency. Brother will be evicted if living in house. Eviction date is to be the 22nd of the month following the month payment was not received.
4. Accounts not zeroed out by the last day of finals will automatically be subject to Article V. Section 4C 3. These brothers will be voted on for suspension during the first chapter meeting of the following semester.

SECTION 5. EXCEPTIONS:

- A. Any and all exceptions to Article V will be at the discretion of the Financial Committee, NOT THE QUAESTOR.

ARTICLE VI

SECTION 1. HOUSE RULES:

- A. Members shall be held liable for any and all damage which they may inflict upon house property
- B. Fire extinguishers will be used for emergency reasons only.
- C. No one is allowed on the roof at any time, for any reason.
- D. No house equipment is to be taken outside the fraternity house for any reason.
- E. There shall be no eating, drinking, smoking, or chewing of tobacco in the Chapter room if any Executive Officer has closed the room off.
- F. A Shirt and shoes shall be worn at all times in the kitchen or dining room.
- G. Passkeys will only be issued to the Consul, House Manager, and Resident Advisor.
- H. No eating utensils shall be removed from the kitchen or dining area.
- I. The fire alarm shall only be set off in the event of an actual fire.
- J. Any additions or alterations to any part of the house will become part of the house, unless the person responsible will pay for all damages resulting from the removal of said objects.
- K. All pledges and actives will be required to live in house as stipulated in Article I Section 4C. If the house is filled, a brother may move out according to seniority by initiation.
- L. Rooms will be assigned by the House Manager and the Quaestor. Actives will have priority over pledges and an active will have first priority on the basis of previous length of stay in the house, up to 4 semesters, seniority in the house and past financial status.
- M. Possession or use of any illegal drugs and use of firearms on the premises of the Epsilon Upsilon chapter is punishable by immediate eviction from the house and immediate expulsion from the General Fraternity and all chapter activities until all recourse is performed. This eviction is to be carried out by two officers of any combination of the following: Consul, Pro Consul, Annotator, Quaestor, and/or Resident Advisor. Recourse is by appeal to the Judicial Committee within ten days of the incident. A \$75.00 deposit will be presented to the Annotator one day prior to the Judicial Committee meeting. The punishment will be a fine not to exceed \$75.00 and/or expulsion and eviction from the chapter house.
- N. There will be no summer residents in the Chapter House unless specified by the Consul
- O. There will be no riding of bicycles or motorized vehicles within the enclosed walls of the house, including the courtyard.
- P. No “Balcony Testing” of artifacts will be permitted on the premises of the Epsilon Upsilon Chapter
- Q. Jumping from the roof into the pool or spa will result in expulsion
- R. Brothers will be held responsible for their own mess.

SECTION 2. FINES:

- A. All violations of these by-laws are subject to fines as deemed necessary and imposed by the Judicial Committee.

ARTICLE VII

CONDUCT

SECTION 1. GAMBLING, DRUNKENNESS. AND IMMORALITY:

- A. Gambling in the chapter house, bringing immoral persons into, or harboring them within the chapter house, and possession or using illegal drugs in the house shall be prohibited. This provision shall apply to all members of the fraternity, pledges, and to anyone else staying in the house for any reason.
- B. Any violation of the foregoing ruling shall be subject to disciplinary action by the Judicial Committee and/or expulsion.

ARTICLE VIII

GENERAL

SECTION 1. DISTRIBUTION OF BY-LAWS:

- A. Copies of these by-laws shall be provided for each pledge, and he will be required to be acquainted with the contents as part of his pledge training.

SECTION 2. READING OF BY-LAWS:

- A. The Annotator shall be responsible for a complete reading of the by-laws in a regular chapter meeting at least once a semester.

SECTION 3. REGULATIONS REGARDING ACTIVE CHAPTER BY-LAWS:

- A. (Sigma Chi Constitution, No. 6.02) Active chapters shall adopt by-laws for its government, and file a copy thereof with the Executive Committee.

SECTION 4. PINS AND BADGES:

- A. The Ted Christy Memorial Badge shall be worn by the Consul during his term in office.

ARTICLE IX

AMENDMENTS

SECTION 1. PROCEDURES TO MAKE AMENDMENTS:

- A. To amend these By-laws, a proposal must be presented in writing to the Executive Committee at their regular meeting time. The Committee will then follow the procedures outlined in Article IV, Section 2C

SECTION 2. OVERRIDING THE BY-LAWS:

- A. A $\frac{3}{4}$ majority vote of the voting members present and voting shall be required to override a By-law, and such actions shall not set a precedent.

SECTION 3. SUSPENDING A BY-LAW:

- A. To temporarily suspend a By-law, a 90% majority vote of those members present and voting shall be required.