

**Epsilon Nu**

**Delta Tau Delta**

**Chapter Bylaws**

Revised May 2023

## **Preamble**

We, the members of Epsilon Nu Chapter of Delta Tau Delta fraternity, desiring to establish an internal organization of efficiency, to adopt a definite system of local government, to locate authority and responsibility in the chapter, and to establish rules and regulations necessary and proper for the conduct of local affairs, do hereby set up and establish the following code of bylaws.

# **Article 1 (Authority)**

## **1.1 (Missouri S&T Governance)**

All provisions governing fraternities at Missouri University of Science and Technology as set forth by the administration of said institution form a part of these bylaws as if hereto attached or herein repeated.

## **1.2 (Conflict Resolution)**

If these bylaws shall be found in any way to conflict with either the regulations governing fraternities at this institution or the National Constitution of Delta Tau Delta Fraternity, the article or section of these bylaws that is held in question shall be void.

## **1.3 (Bylaw Authority)**

These bylaws supersede all prior bylaws, house rules, and chapter rules of Epsilon Nu Chapter of Delta Tau Delta Fraternity.

# **Article 2 (Stewardship of Bylaws)**

## **2.1 (Availability)**

These bylaws shall be made publically available to any member at all times.

## **2.2 (Accuracy)**

These bylaws shall be kept up to date by the Sergeant at Arms, ensuring that every authorized amendment is properly and promptly documented. Every revision of these bylaws shall be recorded and cataloged.

## **2.3 (Review)**

On every odd year, the Sergeant at Arms and judicial board shall review the bylaws to determine their relevancy and submit suggested changes to the Administrative board and the Development board. The review should be completed by the end of February.

# **Article 3 (Membership)**

### **3.1 (S&T Requirements)**

Candidates who have complied with the requirements of the Missouri University of Science and Technology, who have assumed the obligations of pledgeship, shall be pledge members of this chapter.

### **3.2 (Depledgement)**

Pledge members may be removed for any reason by a vote of the majority of the active members present at any chapter meeting. The active chapter shall be notified of the depledgement vote at the meeting prior to the vote.

### **3.3 (Eligibility)**

To be eligible for initiation, a candidate must:

#### **3.3.1 (Program Completion)**

Have completed satisfactorily the program established by the New Member Education committee.

#### **3.3.2 (Classes)**

Be enrolled in at least twelve (12) credit hours (not including hours taken as hearer credit) during their semester of initiation.

#### **3.3.3 (Financial Responsibility)**

Be current on all house charges at the time of initiation.

### **3.4 (Active Members)**

Members duly initiated or affiliated in accordance with the provisions of the Constitution and Bylaws of the Fraternity and the bylaws of this chapter shall be considered active members of the chapter, so long as they are undergraduates at the Missouri University of Science and Technology.

### **3.5 (Alumni Members)**

Members duly initiated by the chapter who have graduated or withdrawn from the Missouri University of Science and Technology shall be alumni members of Epsilon Nu Chapter.

### **3.6 (Alumni Privileges)**

Alumni members shall be entitled to all rights, privileges, and immunities of membership, except those of voting in the active chapter meetings and holding elective office in the chapter.

### **3.7 (Pledging Limits)**

No man shall be repledged more than twice unless approved by the Chapter Advisor and a three-fourths vote of the Chapter.

### **3.8 (Continued Membership)**

In order to retain active membership in the fraternity, members must strive to adhere to the guidelines as laid out in the Code of Conduct and membership expectations. Members must sign a copy of the Code of Conduct at the beginning of each semester as a pledge that they will adhere to these guidelines.

### **3.9 (On-Campus Involvement)**

Members are required to be a part of, and actively participate in, two non-Greek Campus Registered Student Organizations, teams, and/or societies each semester while maintaining active membership status in the fraternity.

## **Article 4 (Elected Officers and Representatives)**

### **4.1 (Elected Officers)**

The officers of this chapter shall be the President, Vice President, Director of Member Development, Secretary, Treasurer, Guide, Director of Academic Affairs, Sergeant-at-Arms, and Recruitment.

### **4.2 (Elections)**

All officers shall be elected at the last regular meeting in November and shall assume office at the first regular meeting after January 1st of the following year. Voting for all officers shall be by secret ballot.

#### **4.2.1 (Quorum)**

All officers shall be elected by a majority vote of the chapter while quorum is achieved.

## **4.3 (Vacancies)**

Vacancies in office shall be filled by election at the next regular meeting or special meeting unless the vacancy is within six weeks of regular elections, in which case the president shall appoint a successor.

### **4.3.1 (Presidential Succession)**

If the office of the president is vacant, the vice president shall chair the next meeting or special meeting during which elections shall be held.

### **4.3.2 (Six Week Succession)**

If the office of the president becomes vacant within six weeks of normal elections, the vice president shall succeed to the office of president.

## **4.4 (Nominations)**

Nominations for all offices shall be made from the floor of a regular chapter meeting preceding elections.

## **4.5 (Student Representatives)**

Representatives to Student Council, the Interfraternity Council, and any other campus organizations on which the university requires the chapter to have representation:

### **4.5.1 (Election Requirements)**

Shall be elected by a majority vote of the chapter at times required by the various organizations.

### **4.5.2 (Requirements)**

Shall be required to attend and take part in all functions of their respective organization.

### **4.5.3 (Judicial Action)**

Shall be subject to a fine at the discretion of the judicial board or replacement on said organization for the absence from any given function of their organization, or failure to meet the responsibility given to the representative by the chapter or organization.

### **4.5.4 (Dismissal)**

May be removed by the chapter directly, a 2/3 vote being necessary.

## **4.6 (Officer Requirements)**

To become a house officer or representative, a member must have attained a GPA standard written in bylaw 11.1 the semester prior to election or appointment. This requirement may be waived at the discretion of the Chapter Advisor or a 2/3 vote of the chapter at the time of nominations.

## **4.7 (Officer Obligation)**

An officer of the Chapter is obligated to perform the duties of their office as described by these Bylaws and the Bylaws of the Fraternity.

### **4.7.1 (Impeachment)**

If an officer is found lacking, a vote of no confidence may be called by any member at any regular meeting of the Chapter where quorum is achieved. To impeach, a 2/3 vote must be obtained. All voting is done by secret ballot.

## **4.8 (Secretary Duties)**

The Secretary of the Chapter shall have the following duties in addition to those prescribed to them by the Bylaws of the Fraternity:

### **4.8.1**

Serve as the Historian of the Chapter.

### **4.8.2**

Update and maintain Composites and the mailboxes.

### **4.8.3**

Take minutes at the Executive Board meetings at the discretion of the President.

### **4.8.4**

Submit the FAAR, serve as the advocate of FAAR improvement, and advise the Executive Board in Chapter operations regarding the FAAR

#### **4.8.4.1**

The Secretary may appoint an assistant for the completion of the FAAR and the assistant must be approved by the President.

## **Article 5 (Executive Committee)**

### **5.1 (Committee Members)**

The executive committee will be composed of the President, Vice President, Director of Member Development, Treasurer, and Sergeant-at-Arms.

#### **5.1.1 (Risk Management)**

The duty of Director of Risk Management shall be the duty of the acting Vice President.

#### **5.1.2 (Secretary Attendance)**

Secretary will attend all meetings of the Executive Committee or at the discretion of the President to take minutes of the proceedings.

#### **5.1.3 (Campus Support Assistant Attendance)**

Campus Support Assistant will attend all meetings of the Executive Committee or at the discretion of the President.

### **5.2 (Requirements)**

Executive officers must fulfill the following accountability requirements:

#### **5.2.1 (Ritual Experience)**

The member must have participated in at least one (1) Ritualistic role or one (1) initiation role prior to accepting a nomination (Article 4, Section 4) in order to be a qualified candidate for the executive positions as stated in the accepted Article (Article 5, section 1).

#### **5.2.2 (Certification)**

The member must be certified singly by the current Chapter Guide, Ritualist or Chapter Advisor that he has exhibited proficiency in understanding the Ritual of the fraternity as well as the chapter's working customs prior to accepting a nomination (Article 4, Section 4) in order to be a

qualified candidate for the executive positions as stated in the accepted Article (Article 5, section 1).

### **5.2.3 (Advisor Discretion)**

The Chapter Advisor or Assistant Chapter Advisor, Greek Advisor of the University, or any Nationally appointed member of the division in which this chapter resides may at their discretion waive the requirements as accepted in Article Five, Section Two, Subsections One, and Two (Article 5, Section 2, Subsection 1, 2)

## **Article 6 (Finance Committee)**

### **6.1 (Committee Members)**

The chapter advisor, president, vice president treasurer, and assistant treasurer(s) shall compose the finance committee.

### **6.2 (Chairman)**

The treasurer shall serve as the chairman of the finance committee and shall have no vote.

### **6.3 (Assistant Treasurers)**

A minimum of one assistant treasurer shall be elected annually, at the first regular meeting after January 1st. The assistant treasurer(s) shall hold their position for one calendar year and shall have no vote on the finance committee.

### **6.4 (Responsibilities)**

It shall be the duty of the finance committee to:

#### **6.4.1 (Meetings)**

Hold meetings twice a month and to keep a record of its proceedings.

#### **6.4.2 (Budget)**

Establish the chapter budget and enforce any regulations regarding finances.

#### **6.4.3 (Audit)**

Conduct a monthly audit of the Treasurer's records.

#### **6.4.4 (Billing & Credit)**

See that all bills and charges against the chapter are paid promptly and maintain a sound credit rating for the chapter.

#### **6.4.5 (Assessments)**

Levy and collect special assessments.

#### **6.4.6 (Monthly report)**

Require that the Treasurer report the current financial position to the chapter at least monthly.

### **6.5 (Committee Power)**

The finance committee shall have the power to:

#### **6.5.1**

Authorize the collection, distribution, and expenditure of all chapter funds.

#### **6.5.2**

Require reports on finance from the Treasurer, and reports from the Food committee and House and Grounds committee at regular intervals.

#### **6.5.3**

Employ and discharge all salaried employees and determine their compensation.

#### **6.5.4**

Authorize extra-budget expenditures of the chapter, and to make all necessary and proper adjustments of the budget.

#### **6.5.5**

Require that all financial reports be kept current and in an efficient manner.

#### **6.5.6**

Initiate proceedings for suspension or expulsion against financially delinquent members.

Bills that are not paid within the due date set on OmegaFi will incur a 10% fine if late. Any member still delinquent on the 5th day after the billing due date will be brought up for suspension at the next chapter, and any member still delinquent on the last day of the respective month will be brought up for expulsion from the fraternity.

#### **6.5.7**

Require all purchases made with a house card, including but not limited to, Walmart, Lowe's, or debit, be approved by a member of the finance committee and that said purchases be reported to the Treasurer within 24 hours of the purchase date.

#### **6.6 (Appeal to Committee)**

Any action of the finance committee may be appealed by filing a written request with the executive committee within one week of the financial committee's action. The appeal should contain a summary of the reason for the appeal. At the next regular chapter meeting, the finance committee chairman shall present the finance committee's reason for the action. The defendant shall then present his reasons for wishing to appeal the decision. Each shall be limited to five minutes. There shall be no debate. A three-fourths vote is necessary for the appeal to be successful. All voting shall be done via secret ballot.

#### **6.7 (Petition Defense)**

Any person who submits a petition to the finance committee has the right to defend his petition in person at the next finance committee meeting after the submission of said petition.

#### **6.8 (Override)**

If due process as prescribed in the previous by-laws is not followed, the appeal or petition is automatically approved.

### **Article 7 (Administrative Committee)**

#### **7.1**

The Administrative committee shall be composed of the following committees: Alumni Relations and Events, Food, House and Grounds, Service and Philanthropy, and Social.

#### **7.2**

The Vice President will be the chairman of the Administrative board and shall not have a vote.

### **7.3**

It shall be the duty of the Administrative board to act as counsel for the Executive Board to assist them in planning, adopting, and executing the policies and programs of the chapter.

### **7.4**

The first regular meeting of the Administrative board shall be within one week of the first chapter of the year. At this meeting, the committee shall examine reports submitted by the chairmen of the administrative committees, shall hold open discussion based on the examination, and shall make a preliminary determination of the policy to be followed by the chapter throughout the year.

### **7.5**

The Administrative board shall meet at intervals not greater than two weeks, except during recesses from classes. A record of the proceedings of the committee shall be kept.

### **7.6**

The Administrative board shall determine, formulate, and establish policies by which the chapter shall be guided in its relationships with other fraternities, sororities, or organizations on campus.

## **Article 8 (Administrative Committees)**

### **8.1**

The Administrative Committees of the chapter shall be, but are not limited to, Alumni Relations and Events, Food, House and Grounds, Network Administration, Service and Philanthropy, and Social.

### **8.2**

The chairmen of the Administrative committees shall be chosen by the Vice President and the Director of Member Development, and approved by the President after officers are elected and before the first chapter after January 1st.

### **8.3**

The chairmen of the appointive committees shall choose their committee members before the second administrative committee meeting of the respective semester. Active members may also request to become a member of an appointive committee by submitting a written request to the committee chairman and the Vice President.

#### **8.4**

Active members may only serve on two committees simultaneously unless given express consent by the Administrative Board.

#### **8.5**

The President shall have the power to remove an administrative committee chairman or member, at any time, for just cause.

#### **8.6**

The Alumni Relations and Events Committee shall not consist of less than three members. It shall be the duty of the Alumni Relations and Events Committee to:

##### **8.6.1**

Formulate a program by which the interest and cooperation of the alumni may be stimulated, developed, and maintained, and submit this plan to the Administrative Board for approval.

##### **8.6.2**

Publish a chapter newsletter at least once a semester which shall have the effect of building goodwill and prestige for the Fraternity and the chapter.

##### **8.6.3**

Submit monthly written reports to the Administrative Board.

#### **8.7**

The Service and Philanthropy Committee shall consist of not less than three members. It shall be the duty of the Service and Philanthropy Committee to:

##### **8.7.1**

Formulate a program by which members can participate in community service projects as well as charity work and submit it to the Administrative Board for approval.

## **8.7.2**

Submit monthly reports to the Administrative Board.

## **8.8**

The Social Committee shall consist of not less than three members. It shall be the duty of the Social Committee to:

### **8.8.1**

Formulate a program by which the interest and participation in extracurricular activities are encouraged, including, but not limited to, intramurals, brotherhoods, and social events, and submit this plan to the Administrative Board for approval.

### **8.8.2**

Submit monthly reports to the Administrative Board and the chapter.

## **8.9**

The Network Administration Committee shall consist of not less than three members. It shall be the duty of the Network Administration Committee to:

### **8.9.1**

Maintain, update, and improve the chapter's website.

### **8.9.2**

Perform routine maintenance on and ensure the proper functionality of the chapter's network.

### **8.9.3**

Submit monthly reports to the Administrative Board and the chapter.

## **8.10**

Special committees may be appointed at the discretion of the president and the extent of their authority shall be designated specifically in the appointment.

## **8.11**

All committees shall hold regular meetings and shall keep a record of their proceedings.

## **8.12**

Any committee chairman shall have the power to secure the operation of any member or members of the chapter, to execute the program of his respective committee, and all members are obligated to help.

# **Article 9 (Development Board)**

## **9.1**

The Member Development Committees are as follows: New Member Education, Academics, Recruitment, Ritual Education, Road, and Campus Support.

## **9.2**

The chairman of the Ritual Education Committee shall be the officer elected as guide. The Development Board shall be chaired by the Director of Member Development.

## **9.3**

The chairmen of the Member Development Committees shall be chosen by the Director of Member Development and approved by the President after officers are elected and before the first chapter after January 1st.

## **9.4**

The chairmen of the committees shall choose their committee members before the second development board meeting of the spring semester. Active members may also request to become a member of a committee by submitting a written request to the committee chairman and the Director of Member Development.

## **9.5**

Active members may only serve on two committees simultaneously unless given express consent by the Development board.

## **9.6**

The President shall have the power to remove a committee chairman or member, at any time, for just cause.

## **9.7**

The Recruitment Committee shall consist of not less than three members. It shall be the duties of the Recruitment Committee to:

### **9.7.1**

Formulate the program for chapter recruitment and submit it to the Development Board for approval.

### **9.7.2**

Submit monthly written reports to the Development Board.

### **9.7.3**

All bids sent to Potential New Members must be voted on by majority vote of the recruitment committee. In the event that a vote cannot be held in reasonable time, the recruitment chair has the power to send bids at his discretion.

## **9.8**

The Academic Committee shall be chaired by the elected director of academic affairs and consist of not less than three members. It shall be the duties of the Academic Committee to:

### **9.8.1**

Formulate a program which will foster good scholarship within the chapter and submit it to the Development Board for approval.

### **9.8.2**

Maintain and update the library of academic files.

### **9.8.3**

Submit monthly written reports to the Development Board.

## **9.9**

The New Member Education Committee shall consist of not less than three members. It shall be the duty of the New Member Education Committee to:

**9.9.1**

Formulate a program by which the chapter may instruct the pledges in the history, traditions, values, workings, and organization of the Fraternity, chapter, and institution and submit it to the Development Board for approval.

**9.9.2**

Submit weekly reports to chapter and bimonthly (twice a month) reports to the Development Board.

**9.10**

The Road Committee shall consist of not less than three members. It shall be the duty of the Road Committee to:

**9.10.1**

Formulate a program to emphasize the importance and need for Road events to grow and develop the Fraternity and its members.

**9.10.2**

Submit monthly reports to the Development Board.

**9.11** The Campus Support Committee shall be chaired by the appointed/elected campus support assistant and consist of not less than two/one member(s). It shall be the duties of the Campus Support Committee to:

**9.11.1**

Formulate a program which will foster good wellbeing within the chapter and submit it to the Development Board for approval.

**9.11.2**

Satisfy the minimum requirements for campus support assistant set by campus.

**9.11.3**

Submit monthly written reports to the Development Board.

## **9.12**

Special committees may be appointed at the discretion of the President and the extent of their authority shall be designated specifically in the appointment.

## **9.13**

All committees shall hold regular meetings and shall keep a record of their proceedings.

## **9.14**

Any committee chairman shall have the power to secure the operation of any member or members of the chapter, to execute the program of his respective committee, and all members are obligated to help.

## **9.15**

Robert's Rules of Order, Revised shall govern all proceedings of the chapter meetings when applicable. Matters of parliamentary procedure in dispute shall be referred to the Director of Member Development, who shall act as parliamentarian of the chapter.

# **Article 10 (Meetings)**

## **10.1**

All formal meetings of the chapter shall be conducted in the following order: a) Opening ceremonies b) Roll Call c) Approval of minutes of the previous meeting d) Reports of officers e) Reports of regular committees f) Reports of special committees g) Reports of campus organizations h) Old Business i) New Business j) Good Delt/Scholar of the Week/Bozo/Quote k) Announcements l) Discussion of progress of pledge class and pledges m) Brotherhood n) Reading of Fines o) Closing ceremonies

## **10.2**

The order of business for all informal meetings shall be the same as in bylaw 10.1, except that the opening and closing ceremonies shall be omitted. The meetings shall be called to order and adjourned in regular parliamentary procedure.

## **10.3**

Regular meetings shall be held at intervals not greater than two weeks, except during recesses from classes, at a time and place to be determined by the chapter. Formal meetings shall be held at least monthly, again except during recesses from classes, and such formal meetings shall be conducted in due ritualistic form with regalia and paraphernalia.

#### **10.4**

Any pledge or pledges found on chapter premises during the time allotted for a formal meeting or found in or attempting to gain entrance to any place where Fraternity paraphernalia is stored shall be brought up for depledging at the next chapter.

#### **10.5**

Special meetings may be called by the president or by a petition signed by at least two-thirds of the total active membership or the chapter. When such special meeting is called by a petition of the active chapter, 24 hour notice must be given to all members of the chapter.

#### **10.6**

Two-thirds of the total active membership of the chapter shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting which there is a quorum shall be the act of the chapter, except as otherwise provided by the Constitution and Bylaws of the Fraternity, bylaws of the chapter, or by Robert's Rules of Order, Revised.

#### **10.7**

The officers shall be elected by a majority vote of the chapter at a meeting attended by at least a quorum.

#### **10.8**

Pledges may be voted upon at any regular meeting or at a special meeting called upon for that purpose.

#### **10.9**

Any member of the active chapter entitled to vote in chapter meetings who is present but does not vote upon call shall be recorded as abstaining.

#### **10.10**

Attendance at all meetings shall be compulsory. Any member who shall be absent without an excuse shall be subject to a \$10 fine; any member who shall be tardy without an excuse shall be subject to a \$5 fine.

#### **10.10.1**

To be excused by the president, a reason for the absence must be given more than twenty-four hours before the meeting.

#### **10.10.2**

If circumstances do not allow for twenty-four-hour advancement, the entire Executive Committee must vote unanimously to excuse the member.

### **10.11**

Robert's Rules of Order, revised shall govern all proceedings of the chapter meetings when applicable. Matters of parliamentary procedure in dispute shall be referred to Director of Member Development, who shall act as parliamentarian of the chapter.

### **10.12**

Active members must say their ritualistic items to the Guide or President twenty-four hours before the first formal chapter of the semester or lose voting privileges for that semester. If the member does not say their ritualistic items two consecutive semesters, they permanently lose voting privileges. In the case of New Members initiated in the current semester, they must recite their ritualistic items before the formal chapter immediately following initiation.

## **Article 11 (Academics)**

### **11.1**

The current IFC chapter GPA standard is 2.75 on a 4.0 scale. The current Delta Tau Delta national standard is 2.5 on a 4.0 scale.

### **11.2**

Members on the academic plan every two weeks must complete and submit a minimum number of academic points set in the individual's academic contract. All submissions for academic points must be submitted on the bi-weekly academic form by every other Sunday at noon while the

academic plan is in effect. Failure to obtain the minimum points, or complete the academic form will result in punishments as set by the academic committee. Failure to comply with a given punishment will result in further punishment. Appeals can be made to the Judicial Board.

## **11.3**

Academic Probation

### **11.3.1**

A person shall be placed on academic probation if their previous semester's MST GPA falls below the standard written within bylaw 11.1, his course load for the previous semester falls below twelve graded credit hours, or he returns from absence with prior academic probation standing.

### **11.3.2**

Should any member fail to meet or exceed a 2.75 on a 4.0 scale for two consecutive academic terms, he shall be automatically brought up for suspension from membership. Petitions to waive the suspension may be made only to the Executive Board of the chapter which will consider recommendations from the Director of Academic Affairs. Should any member fail to meet or exceed a 2.5 on a 4.0 scale for two consecutive academic terms he shall be automatically suspended from membership. Petitions to waive the suspension shall be made to the Chapter Advisor. After a term of academic suspension, should said member achieve a scholastic average that meets or exceeds a 2.75 on a 4.0 scale, his suspension for academics shall expire and he shall resume his previous membership status. Should said member fail to achieve a scholastic average that exceeds a 2.75 on a 4.0 scale for three consecutive academic terms, he shall be recommended for expulsion.

### **11.3.3**

Any member on academic probation must turn in copies of their syllabi at the beginning of each semester, to the Director of Academic Affairs.

### **11.3.4**

Members on academic probation must keep a current list of all graded assignments and tests for each class.

### **11.3.5**

Members on academic probation must not fail more than one test. Failure is defined as receiving a grade below a 60% unless the course requires a C or better as stated in the undergraduate

catalog. In this case, failing is defined as receiving a grade below a 70%. All grades shall be reviewed after a curve, if applicable.

### **11.3.6**

Members on academic probation must attend regularly scheduled classes, including in-class review sessions, unless given permission from the Academic Committee or the Director of Academic Affairs.

### **11.3.7**

Members on academic probation shall put forth an honest effort to improve their academic performance.

### **11.3.8**

Members may appeal their academic status to the Academic Committee at any time. A change of academic status requires a two-thirds vote of the committee.

### **11.3.9**

Members on academic probation found to be in violation of any term of stated in Article 11, Section 3 shall be subject to additional study hours at the discretion of the Academic Committee.

## **11.4**

Academic files shall be returned in good order to their proper place.

# **Article 12 (House Rules)**

## **12.1**

General Rules

### **12.1.1**

All active members shall reside and board in the chapter house for a minimum of eight semesters, excluding summer semesters. Should the chapter membership exceed 42 men, active members may petition the executive committee for authorization to move out of the house. All

requests shall be considered with priority given by badge number. Exceptions may be granted by the executive committee in cases of hardship.

### **12.1.2**

All members of the chapter who are permitted to reside outside the shelter shall observe all house rules while at the shelter and house events.

### **12.1.3**

Alumni members of the Fraternity or chapter who are visiting the chapter shall observe all house rules while at the shelter and house events.

### **12.1.4**

There shall be no littering of the grounds.

### **12.1.5**

There shall now be no smoking including the use of vaping devices inside the chapter house

### **12.1.6**

Smoking and the use of vaping devices on chapter property is permitted, provided that smoking refuse is disposed of properly and that no member or guest is inconvenienced. This rule can be suspended by the president or a two-thirds vote of the chapter.

### **12.1.7**

There shall be no discharge or threat of discharge of a firearm or of fireworks on chapter property.

### **12.1.8**

All initiated members shall wear their active badges on campus on the day of a ritual or ceremony and on the day of a formal chapter meeting. If the ritual, ceremony, or formal chapter falls on a weekend, the active badge shall be worn on the school day preceding the event.

### **12.1.9**

There shall be no pets in the shelter unless approved as a house mascot by a two-thirds vote of the chapter. Other pets of a temporary nature, less than seven days, may be allowed within the chapter if approved by a two-thirds vote of the Administrative Committee.

### **12.1.10**

Graduating seniors shall be excused from meal duties during the semester of anticipated graduation. If the senior does not graduate he will be responsible for meal duties the next semester. The senior will always be responsible for house cleanups, Worklabs, and weekly house duties.

### **12.1.11**

Every member is required to attend an approved risk management seminar once per academic year.

### **12.1.12**

Members shall be responsible for the weekly meal duties assigned them by the Food Committee Chair for the duration of the semester for which the duty/duties are assigned.

### **12.1.13**

Members shall be responsible for the weekly house duties assigned them by the House & Grounds Committee Chair for the duration of the semester for which the duty/duties are assigned.

### **12.1.14**

Members must complete weekly house duties, as set by the House & Grounds Committee. The house duties will be posted by 4pm and must be completed by each member before midnight of the same day. Duties must be checked off by a member of the House & Grounds Committee.

### **12.1.15**

A person may not use flammable liquids to start or propagate a fire on chapter property unless that person is given permission by the House and Grounds committee head and the Director of Risk Management. If the same person holds both offices stated above, the President must also give permission.

### **12.1.16**

A minimum of 15 hours of philanthropic involvement and 10 hours of community service shall be required of each member for the Fall Semester. A minimum of 15 hours of community service shall be required of each member for the Spring semester, 3 of which must be independent of the Fraternity. Any change in the required number of hours shall be decided by a majority vote at the first chapter of the semester. Failure to meet the required service hours one week before the last

house bill of the semester shall result in an initial fine of \$25, with an additional \$7.50 fine for each hour short of the required amount.

### **12.1.17**

There shall be no use of personal space heaters on chapter property.

### **12.1.18**

If a member assists another person in obtaining immediate and appropriate medical care related to the use or consumption of alcohol, drugs, or to another medical emergency, then that member, as well as those who are assisted, will not be subject to individual disciplinary action with respect to the incident. This is the case even if the member who is assisting was a contributing factor to that emergency. An individual may benefit from this policy more than once, though repeated use of the policy may receive stricter scrutiny.

## **12.2**

### **Quiet Hours**

#### **12.2.1**

The shelter shall be reasonably quiet all hours of the day. The dorms shall be quiet at all times.

#### **12.2.2**

The shelter shall be quiet from 7:00 pm until 7:00 am, Sunday through Thursday.

#### **12.2.3**

“Bull sessions” shall not be permitted during quiet hours in the upstairs part of the shelter.

#### **12.2.4**

During quiet hours, media players shall be kept on low volume so that they will not disturb members studying in the shelter.

#### **12.2.5**

On special occasions, the director of academic affairs, the president, or the chapter may waive quiet hours.

#### **12.2.6**

The director of academic affairs and the president shall have the power to set up continuous quiet hours for a period not to exceed one week before the start of finals week until the time of the last final and shall specify times when quiet hours are not in effect.

### **12.3**

Kitchen and Dining Room

#### **12.3.1**

All kitchen items (plates, forks, bowls, cups, etc.) must be returned to the kitchen after use within twenty-four hours. Items shall be rinsed and scrubbed clean upon return.

#### **12.3.2**

Any person who wishes a prepared meal to be saved must inform the lunch/dinner duty before lunch/dinner commences, otherwise food cannot be guaranteed.

#### **12.3.3**

No food, other than leftovers and markup, shall be used by any person or persons for any reason without the permission of the Food Chairman.

#### **12.3.4**

All persons staying in the shelter over a vacation must get permission from the chapter to use either or both the chapter house and kitchen.

#### **12.3.5**

For formal dinners, all members shall be notified at least 24 hours in advance by the president. Coats and ties shall be worn at all formal dinners. Members shall maintain proper decorum in the dining room and shall observe all established table manners and customs.

#### **12.3.6**

The head of the table is determined by the highest-ranking chapter officer present at the start of dinner. If no officer is present, the highest active badge number becomes the head of the table.

#### **12.3.7**

Members shall remain in the dining room after dinner until excused by the head of table.

## **12.4**

### **Chapter Property**

#### **12.4.1**

Chapter property includes all items that are not explicitly owned by Kappa Phi Building Corporation or any member of the chapter.

#### **12.4.2**

The use of Kappa Phi Building Corporation property off chapter premises must be approved by Kappa Phi Building Corporation. This includes, but is not limited to, mattresses, bed frames, desks, and chests-of-drawers.

#### **12.4.3**

All use of chapter property off chapter premises must be approved by the house and grounds committee prior to the action.

#### **12.4.4**

Members who negligently destroy or damage chapter property shall be required to replace said property in the event of destruction or to repair to the original state in the event of damage.

#### **12.4.5**

Members who willfully destroy or damage chapter property shall be subject to a fine in addition to replacing the property destroyed or damaged.

#### **12.4.6**

Members shall keep their rooms clean and orderly at all times.

#### **12.4.7**

All structural, mechanical, and cosmetic changes made to the chapter house or premises must be approved by the House and Grounds Committee or Kappa Phi Building Corporation prior to starting the work.

#### **12.4.8**

All tools and equipment will be cleaned and returned to their proper location within 24 hours of use.

## **12.5**

Social Rules

### **12.5.1**

Proper chaperonage for all guests of members shall be provided in compliance with Missouri University of Science and Technology regulations.

### **12.5.2**

Use or possession of alcoholic beverages in or on the chapter premises, shall follow the policies of the Member Responsibilities of Delta Tau Delta Fraternity and shall be the responsibility of the judicial board to enforce these policies. The response is as follows: 1st offense: \$50 fine, 2nd offense: \$100 fine and 100 hours of community service, 3rd offense: Suspension until graduation.

### **12.5.3**

Members shall maintain proper decorum at all times with respect to the introduction of guests or strangers within the chapter house. This includes, but is not limited to, swearing and nudity.

### **12.5.4**

There shall be no use or possession of illicit drugs in or on chapter property (including while in personal vehicles). Any offenders shall be brought up for suspension in chapter. A summons should be brought up to the Judicial Board within one week of the incident.

## **12.6**

Unless otherwise stated, the Judicial Board shall have the power to impose fines/penalties prescribed for infractions and violations of the rules set forth in sections one through five of this article.

## **12.7**

House Events

### **12.7.1**

A house event is defined as a mandatory chapter event that requires attendance by all members of the chapter (e.g. Move-in, Retreat, Worklabs, Greek Week Games, Initiation, Homecoming, Haunted Maze, Christmas Party, A&R Days, St. Pats, and any and all Title IX and Anti-hazing trainings)

#### **12.7.2**

To set a house event, a motion must be made during a chapter meeting more than twenty-four hours in advance of the event. The motion must include a description of the event, start time, end time, location of the event, and a punishment for an unexcused absence and tardy. A majority vote is required for the motion to be carried.

#### **12.7.3**

To be excused from a house event you must receive approval from the President. In order to be approved for excusal, you must have submitted your request twenty four hours prior to the start time of the event.

#### **12.7.4**

If an emergency develops within twenty-four hours of the house event, you must receive unanimous approval from the Executive Committee to be considered excused from the house event.

#### **12.7.5**

Any member who is unexcused from three house events over the course of a semester shall be brought up for suspension by a 2/3 vote of the chapter.

#### **12.7.6**

Suspended members are not allowed to attend non-academic events on chapter property, or house events being held off chapter property. For a suspended member to be allowed to attend a non-academic/house event it must be passed by a majority vote through chapter at the chapter prior to the event. If this is not possible, unanimous approval of the Executive Committee must be made for the suspended member to be allowed at the event.

## **Article 13 (Charges)**

### **13.1**

Room, board dues, fees, and other charges shall be determined by the finance committee before the beginning of each semester and shall be payable monthly during the school year in accordance with the provisions of the Constitution and Bylaws of the Fraternity and the Bylaws of the chapter.

### **13.2**

As a part of the charges in Section 1, there shall be included a monthly house note, jointly determined by the finance committee and the house corporation officers, payable by each member for aid in maintenance of the chapter house property.

### **13.3**

Local alumni and others continuously using the house and grounds of the chapter shall be assessed such house fees as may be determined by the Finance Committee.

### **13.4**

Failure to complete final duties in a semester will result in a \$50 fine assessed on the next house bill.

### **13.5**

For those members enrolled as full-time students at MST during the fall semester or when national annual dues are charged but are not attending classes at/through the Rolla campus (e.g. Internship, Co-op, Study abroad, etc.), the national annual dues shall be assessed on the member's first house bill of the following spring semester.

## **Article 14 (Discipline)**

### **14.1**

Unless otherwise provided by the Constitution and Bylaws of the Fraternity or the bylaws of the chapter, the Judicial Board shall have the power to prescribe methods for punishing a breach of rules and regulations of the chapter.

### **14.2**

Any member who has been fined in accordance with Section 1 of this article may register an appeal with the Sergeant at Arms. The Sergeant at Arms shall present said appeal to the chapter at the first regular meeting following the registration of the appeal, and the active chapter shall have the power to revoke the fine appealed by a 3/4 vote.

### **14.3**

The president and the sergeant-at-arms shall have the power to levy a fine against a member for each offense against the order of the meeting or the chapter, or for improper attire at the formal meeting of the chapter. Said fines and their amounts shall be paid to the treasurer within 24 hours of the meeting or fine will be added to member's next house bill.

### **14.4**

The chapter may, upon a two-thirds majority vote of the chapter, enact any rules of a current temporary nature. Said rules shall be in effect until the second regular meeting of a new academic semester at which time they become null and void. A simple majority of those voting shall be necessary to enact or repeal such a rule if prior approval is obtained from the Administrative Committee. These rules will be considered to be house rules subject to a punishment for their infraction. The judicial board shall give such punishments for their infraction in the usual manner.

### **14.5**

Big Brothers shall be held accountable for the actions of their Little Brothers during their pledgeship. Should a pledge be assigned punishment for negligence, it shall be the duty of the Big Brother to assist him in its execution.

## **Article 15 (Judicial Board)**

### **15.1**

The judicial board shall be made up of one representative of each grade level, as defined by MST, in the chapter (freshman, sophomore, junior, senior+), when applicable, who will be empowered to judge any complaint made by any member against another and to punish said members if found guilty; provided however, that all complaints must be based on one or more of the laws, rules, or regulations of the Fraternity, Constitution or Bylaws of the Fraternity, or the bylaws of the chapter.

## **15.2**

The judicial board chairman shall be the Sergeant at Arms. He shall have no vote, except in the case of a tie vote.

## **15.3**

The judges shall be selected by the Sergeant-At-Arms within one week of the beginning of the semester. Their selection shall be approved by the chapter at the next regular meeting.

## **15.4**

None of the following officers or committee chairmen shall be able to be a member of the judicial board: President, Vice president, Director of Member Development, Treasurer, Director of Academic Affairs, Food Chairman, and House & Grounds Chairman.

## **15.5**

Any member of the chapter shall be able to issue an official complaint against another member (summons). It shall be on a written form provided by the judicial board and must be presented to a member of the judicial board within 72 hours of the occurrence in question. A judicial board member will then, within 24 hours, notify the member against which the complaint was filed of the action against him. Periods when school is not in session or when the people involved are away from Rolla shall not count toward either the 24 hour or 72 hour period.

### **15.5.1**

Level 3 MRG violations may be presented to a member of the judicial board within a week of the occurrence in question and must be acted upon by the judicial board within 72 hours of the violation being reported.

## **15.6**

The judicial board will hear all cases and make the decision as to guilt and punishment. A minimum of three votes shall be necessary to find a person guilty.

### **15.6.1**

The judicial board shall have the ability to suspend a member by a majority vote and expel a member by a unanimous vote. A member may appeal their suspension/ expulsion to the chapter at the next chapter meeting. A 2/3 vote of the chapter is required to overturn the verdict of the judicial board.

## **15.7**

All cases shall be heard with the defendant present. All punishment shall be set by a three-fourths vote of the judicial board. Failure to appear will result in an automatic decision of guilt unless absence is excused in advance by the chairman but will in no way change the punishment given.

## **15.8**

If the accuser isn't present the witness will be called. If the witness isn't present the judicial board may elect to postpone the case to another date, no later than one month after the summons was given.

## **15.9**

Any action of the Judicial Board, outside of suspensions/expulsions (described in Bylaw 14.6.1), may be appealed within one week of the action by filing with the Sergeant at Arms a written request for the Chapter to review his case. The appeal should contain a summary of the reason for the appeal. At the next regular chapter meeting, the judicial board chairman shall present the judicial board's reason for the action. The defendant shall then present his reasons for wishing to appeal the decision. Each shall be limited to five minutes. There shall be no debate. A three-fourths vote is necessary for the appeal to be successful.

## **15.10**

In the case of the complaint made by a Judicial Board member, the complaint shall be judged by the remaining members. A majority vote shall be necessary for conviction and fine or punishment.

### **15.10.1**

In the event that the Sergeant at Arms makes the complaint, and the remaining four judge's votes cause a tie, the case will then be presented to the Chapter Advisor, who will cast the deciding vote.

## **15.11**

No person or group shall have the power to levy fines or punishment except stated in the Constitution and Bylaws of the Fraternity and the bylaws of the chapter.

## **15.12**

Any vacancy in the judicial board will be filled in the same manner as in Section 3 of this article and shall be completed within two weeks of the vacancy.

### **15.13**

In cases where no judicial board action is feasible, the president of the chapter may fine any member for any violation. Appeal may be made to the chapter as in Section 9 of this article.

### **15.14**

The Judicial Board shall meet at least monthly. If any non-Judicial Board members are expected to attend, they will be given at least 24 hours notice of the meeting.

### **15.15**

The judicial board chairman shall appoint one member to keep full and complete records of all action taken.

### **15.16**

All fines will appear on the member's proceeding house bill, except for when martial law is in effect at which time the fine must be paid within 24 hours.

### **15.17**

In the case of a level 1 or level 2 violation of chapter responsibility guidelines, the following actions shall be taken: for the first violation--fine of \$50, for the second violation--fine of \$100, for third violation suspension proceedings.

### **15.18**

All fines shall be at the discretion of the judicial board, except those fines stated in the Constitution and Bylaws of the Fraternity and in the bylaws of the Chapter.

### **15.19**

If due process as described in this article is not followed, then the case in question is dropped. It can only be reopened with the approval of the Chapter Advisor.

### **15.20**

All tasks assigned by the Judicial Board as punishment for being summonsed must be completed by 11:59 PM on the following Friday unless otherwise stated by the Judicial Board.

### **15.20.1**

Failure to complete a task assigned by the Judicial Board shall incur an automatic review at the next meeting of the Judicial Board within which an additional task or a fine may be applied.