

Epsilon Tau Pi General Regulations

Table of Contents

Article I: Name	6
Article II: Purpose	6
Article III: Membership	6
Section 1: Membership Requirements for Brothers	6
Part A: Membership Requirements	6
Part B: Membership Approval	6
Section 2: Candidate Membership	7
Part A: Definition of Candidate Membership	7
Part B: Overview of Candidate Period	7
Section 3: Active Membership	7
Part A: Definition of Active Membership	7
Part B: Requirements for Active Membership	7
Section 4: Honorary Membership	7
Part A: Definition of Honorary Membership	7
Part B: Selection of Honorary Membership	8
Part C: Termination of Honorary Status	8
Section 5: Advisory Membership	8
Part A: Definition of Advisory Membership	8
Part B: Selection of Advisory Members	8
Part C: Termination of Advisory Membership	9
Section 6: Alumni Membership	9
Part A: Definition of Alumni Membership	9
Part B: Privileges of Alumni Members	10
Part C: Non-active Request for Alumni Membership	10
Part D: Returning Alumni	10
Section 7: Maintaining Active Membership	11
Part A: Definition of Active Membership	11

Section 8: Inactive and Probationary Membership	11
Part A: Definition of Non-Active Status	11
Part B: Reasons for Non-Active Status	12
Part C: Participation of Inactive Members	12
Part D: Participation of Probationary Members	12
Part E: Non-Active Restrictions	13
Part F: Non-Active Right to Voice	13
Part G: Assignment of Non-Active Status	13
Part H: Reviews for Non-Active Members	13
Part I: Returning to Active Status	15
Part J: Time Allowed for Non-Active Status	17
Part K: Multiple and Repeat Offenders	18
Section 9: Co-op/Interning Membership	19
Part A: Membership Requirements	19
Part B: Rights of Co-op/Interning Members	19
Section 10: Transfer Membership	19
Part A: Definition of a Transfer Member	19
Part B: Transfers Without Good Standing	19
Part C: Inactive Membership for Transfer Members	19
Part D: Initiation Status	19
Section 11: Suspension and Expulsion	20
Part A: Suspension	20
Part B: Expulsion	20
Article IV: Officers	20
Section 1: Chapter Officers	20
Part A: Definition of a Chapter Officer	20
Part B: Definitions of Positions and Responsibilities	20
Section 2: Chapter Chairs	22
Part A: Definition of a Chapter Chair	22
Part B: Chapter Chair Examples	22
Part C: Rules of Co-Chairs	23
Part D: Chapter Chair Reviews	23
Section 3: Election of Officers	24
Part A: Election Dates	24
Part B: Terms	24
Part C: Term Limits	24
Part D: Eligibility	24
Part E: Election Timeframe	24

Part F: Format for Elections	24
Part G: Election Order	25
Part H: Voting	25
Part I: Acceptance and Closing	26
Section 4: Removal From Office	26
Part A: Reasons for Removal	26
Part B: Request for Removal from Office	26
Part C: Non-disclosure	26
Part D: Primary Importance	26
Part E: Vote of No Confidence	26
Part F: Vote Counting	27
Part G: Further Non-disclosure	27
Part H: In the Event of a Tie	27
Part I: Results	27
Section 5: Emergency Elections	28
Part A: Reasons for Emergency Elections	28
Part B: Requirements for Emergency Elections	28
Part C: Interim Officers	28
Part D: Format	28
Article V: Chapter Activities	29
Section 1: Chapter Meetings	29
Part A: Purpose of Chapter Meetings	29
Part B: Attendance	29
Part C: Schedule	29
Part D: Required Attendance	29
Part E: Presidency	29
Part F: Agendas	29
Part G: Format	29
Part H: Motions	29
Part I: Unanimous Consent	31
Part J: Emergency or Quick Meetings	31
Section 2: Executive Board	31
Part A: Purpose of Executive Board Meetings	31
Part B: Members of the Executive Board	31
Part C: Attendance	32
Part D: Executive Board Votes	32
Part E: Restrictions	32
Section 3: Candidate Period	32
Part A: Purpose of the Candidate Period	32
Part B: Timeframe	32

Part C: Candidacy	32
Section 4: Ceremonies	34
Part A: Definitions of Ceremonies	34
Part B: Formal Rush Ceremony	34
Part C: Ritual Ceremony	34
Part D: Attendance Requirements	34
Part E: Alternate Ceremonies	35
Section 5: Service Projects	35
Part A: Definitions of Service Projects	35
Part B: Service Project Requirements	35
Part C: Attendance Requirement	36
Part D: Candidate Class Service Projects	36
Section 6: Fundraisers	36
Part A: Definitions and Types of Fundraisers	36
Part B: Rules Governing All Fundraisers	36
Part C: Rules Governing General Fundraisers	36
Part D: Rules Governing Specific Fundraisers	37
Section 7: Socials	37
Part A: Definition of Social Events	37
Part B: Rules Governing Social Events	37
Section 8: Fraternity House	37
Part A: Fraternity House Guidelines	37
Part B: Requirements for Living in the House	38
Part C: Applying to Live in the House	38
Part D: Removal from the Fraternity House	39
Part E: Other House Policy	39
Article VI: Finances	39
Section 1: Accounts	39
Part A: General Information	39
Section 2: Dues and Fees	40
Part A: Definitions	40
Part B: Chapter Dues	40
Part C: Candidate Fees	40
Part D: Penalty Fees	41
Part E: National Dues	41
Section 3: Fund Allocation Procedure	41
Part A: General Guidelines	41

Part B: Foreseeable Expenses	41
Part C: Unplanned Expenses	42
Section 4: Donations to the Designated Chapter	42
Section 5: Tax Exempt Status	42
Section 6: Reporting and Budgets	43
Part A: Reporting	43
Part B: Budget	43
Section 7: Abuse and Disciplinary Action	43
Part A: Definition of Abuse	43
Article VII: Overruling Guidelines	43
Section 1: Law	43
Section 2: University	44
Section 3: Epsilon Tau Pi	44
Article VIII: General Provisions	45
Section 1: Exclusion of Powers	45
Section 2: Effect of Partial Invalidity	45
Section 3: Non-substantive Changes	45
Section 4: Titles Have No Substantive Meaning	45
Section 5: Chain of Command	46
Section 6: Chapter\Colony	46
Section 7: Precedence	46
Article IX: Amendments	46
Section 1: Procedure	46
Section 2: Emergency Amendments	47
Article X: Approval of the Bylaws	48

Epsilon Tau Pi

General Regulations

Article I Name

The official name of this fraternity is Epsilon Tau Pi Brotherhood of Eagle Scouts. The fraternity may also be referred to as Epsilon Tau Pi, ETPI, or ETII.

Article II Purpose

Epsilon Tau Pi was formed for five different purposes.

- 1.)** The first purpose of Epsilon Tau Pi is to create a brotherhood of Eagle Scouts.
- 2.)** The second purpose of Epsilon Tau Pi is to serve Scouting and the community.
- 3.)** The third purpose of Epsilon Tau Pi is to uphold the principles of Scouting.
- 4.)** The fourth purpose of Epsilon Tau Pi is to promote the achievement of the rank of Eagle Scout.
- 5.)** The fifth purpose of Epsilon Tau Pi is to provide an example to all students of loyalty to the Alma Mater.

Article III Membership

Section 1 Membership Requirements for Brothers

A.) Membership Requirements: Membership in Epsilon Tau Pi shall be open to all male university students who have achieved the rank of Eagle Scout in the Boy Scouts of America ["BSA"], *or have attained the highest award possible in their respective scouting organization or country*, and are currently in good standing with the college / university at which they are enrolled.

B.) Membership Approval: Membership shall be granted upon approval of the Designated Chapter and after fulfilling further membership requirements as a candidate of the fraternity.

Section 2

Candidate Membership

A.) Definition of Candidate Membership: Candidate membership shall be conferred upon enrolled students at the designated university/college, or at a nearby, separate institution at which there is no current active chapter of Epsilon Tau Pi, who wish to join the fraternity. Students must be chosen by the chapter to enter a period of candidacy and instruction in the philosophies, purposes, and practices of Epsilon Tau Pi.

B.) Overview of Candidate Period: The Designated Chapter shall determine the content and duration of the Candidate Period. The Candidate Period and all activities performed by the candidate members shall not conflict with the National Constitution, General Regulations of the National Fraternity (This Document), the Bylaws of the Chapter, local, state, and federal law, or the policies of all colleges/universities with which either the candidate or chapter is affiliated. Further details concerning the Candidate Period are located below (Article V, Section 3).

Section 3

Active Membership

A.) Definition of Active Membership: Active membership shall be granted to the enrolled students of an institution of higher learning, who are in fellowship with the principles of Epsilon Tau Pi; who to the satisfaction of the Designated Chapter are so initiated according to the official Ritual of the fraternity. Active membership carries all rights and responsibilities within the chapter. Graduate students are welcome to join as active members, but may have a separate set of requirements from undergraduate students.

B.) Requirements for Active Membership: Active membership will be continued as long as the member stays in good standing with the chapter and is enrolled in his respective college/university (Article III, Section 7).

Section 4

Honorary Membership

A.) Definition of Honorary Membership: Honorary membership can be granted by the Designated Chapter, upon any person, regardless of gender or rank within the BSA, who has contributed significantly to the ideals and purposes Epsilon Tau Pi. Persons so honored shall have all the rights and privileges of active members except for voting

and holding office, and do not have to fulfill active membership requirements. Such membership may not be granted to undergraduate students currently enrolled in any college/university.

B.) Selection of Honorary Members: Selection of honorary members by the chapter requires the approval of at least two-thirds majority of the Designated Chapter's active membership. Once approved by the Designated Chapter, a request for Honorary Membership must be forwarded to the National Executive Board of Epsilon Tau Pi for approval. Should the National Executive Board approve the request, that individual shall be considered an honorary member of Designated Chapter.

C.) Termination of Honorary Status: Honorary membership is a lifetime distinction. However, the honor may be stripped from any individual by the National Executive Board of Epsilon Tau Pi should that person commit a severe breach of local, state, or federal law, or act in a manner that reflects poorly on their status as an honorary member of Epsilon Tau Pi.

Section 5 Advisory Membership

A.) Definition of Advisory Membership: Advisory members are members of the faculty or staff of the sheltering institution of the Designated Chapter who assist the fraternity by providing guidance and advice from the point of view of the college/university. Advisory members have all the rights and privileges of an active member except for voting and holding office, and do not have to fulfill active membership requirements. The Designated Chapter must have at least one advisor, but it is suggested they have no more than three at any one time.

B.) Selection of Advisory Members: The process for selecting advisors is as follows:

1.) The fraternity shall create a selection committee to research individuals that may be interested in serving as an advisor to the Designated Chapter. Any member of the Designated Chapter may make suggestions of any individual that meets the criteria to be an advisor. The committee will ask those individuals if they are interested in serving as an advisor, and ask for background information about that individual.

2.) The information gathered by the committee shall be presented to the chapter, as well as a

recommendation on which individual would best serve as an advisor.

3.) The chapter will then select an advisor from that group to offer the position by a simple majority vote of active members.

4.) The selection committee shall then approach the individual and offer the advisory position to that individual. If that individual accepts the position, then the sheltering institution shall be made aware of that appointment. Should that individual refuse the position, then the Designated Chapter may elect either to approach another individual that has already been researched, or begin the selection process again.

5.) If the university/college accepts that individual as an advisor, then that individual shall be immediately be considered as an advisor of the Designated Chapter.

6.) The president of the Designated Chapter shall then notify the National Executive Board of the Advisor selection.

7.) After the advisor is selected the advisor will then be required to go through an initiation ceremony. Alumni members will not need to be reinitiated upon becoming an advisor however they should attend an initiation ceremony and renew the Oath of Brotherhood.

C.) Termination of Advisory Membership: Should an advisor decide to leave the sheltering institution, or decide to resign as an advisor to the fraternity, then the Designated Chapter may give alumni privileges to the former advisor. If the chapter approves by at least a two-thirds majority vote of the active members present when the vote is taken, then the former advisor is to be considered an alumni member of the fraternity, with all rights and privileges that are involved with that distinction. If the Designated Chapter decides that the former advisor should not have alumni privileges, then that individual will no longer be considered associated with Epsilon Tau Pi.

Section 6 Alumni Membership

A.) Definition of Alumni Membership: Alumni members are:

1.) Active members in good standing with the fraternity who have graduated from the university/college at which he attends, with an accredited degree.

2.) Advisors that have served the fraternity, have either left the sheltering institution or have decided to no longer be an advisor to the fraternity, and been approved for alumni status.

3.) Active members of the fraternity that have left the fraternity in good standing and have either transferred to another university or college that does not have an active chapter of Epsilon Tau Pi, or have decided not to continue in higher education.

4.) Non-active members that have left the fraternity for any reason, and have the approval of at least two-thirds of the active members of the chapter.

5.) Any members that are part of the chapter if it disbands.

B.) Privileges of Alumni Members: Alumni members have all the rights and privileges of active membership, except for voting and holding office at the chapter level, and do not have to fulfill active membership requirements. All alumni members are welcome to join any alumni organizations or groups that may exist either as a part of or separate from Epsilon Tau Pi.

C.) Non-active Request for Alumni Membership: When a non-active member leaves the fraternity, they have the option of requesting alumni status. If requested, the active brotherhood must decide if that member should be allowed to be an alumni member. This decision must pass with at least a two-thirds majority vote of the active members present when the vote is taken. The facts that the fraternity should examine are, in this order, active academic terms in the fraternity, reasons for leaving the fraternity, reasons for being either inactive or probationary (Article III, Section 8), participation in the fraternity as a whole, and other extenuating circumstances. Should the chapter grant alumni membership to that member, then that person shall be granted alumni membership. If not, then that member shall have the right to appeal to the National Executive Board through a written letter mailed to the Chairman of the board within three months of the chapter decision. If the brother chooses not to appeal the decision or the NEB upholds the original decision that person will no longer be a brother. If a non-active member fails to request for alumni status the member will no longer be a brother.

D.) Returning Alumni: An alumni member that returns to a chapter of Epsilon Tau Pi may rejoin the fraternity as an active member, pending the approval of two-thirds of the

chapter's active membership. Upon approval, that member will immediately be considered an active member of the chapter, with all rights and responsibilities of the same. Should the chapter not approve, then the alumni member may request to be an inactive member for an academic term before being allowed active membership. The active members will again be asked for a two-thirds approval for the alumni going onto inactive status. If approved, then the alumni member will be considered inactive for an academic term, and cannot become active until the academic term that they rejoined has lapsed. If the chapter does not approve of the alumni member returning to the chapter, as an inactive member, then that person may not rejoin that chapter at that time. The alumni member may make a new request for active membership the following academic term. Failure to rejoin a chapter shall not in any way affect the member's alumni status. No alumni member may become a candidate member at any chapter of Epsilon Tau Pi.

Section 7 Maintaining Active Membership

A.) Definition of Active Participation: Active members are expected to participate in the operation and function of the chapter as well as the events that it holds. The following requirements are to be considered the bare minimum of what would be considered as active participation in the chapter. All active members are expected to:

- 1.)** Pay all dues and fees in to the chapter in the time frame set by the chapter.
- 2.)** Attend all chapter meetings and ceremonies to the best of the member's ability.
- 3.)** Perform service to the community and the brotherhood.
- 4.)** Maintain a scholarly approach to college and seek to advance in their field of study.
- 5.)** Act in a manner befitting both an Eagle Scout and a member of this fraternity.

Section 8 Inactive and Probationary Membership

A.) Definition of Non-Active Status: Epsilon Tau Pi recognizes two types of non-active membership, inactive and probationary.

- 1.)** An inactive member is a member who:

- a.) Has not fulfilled one or more of the requirements for active membership.
- b.) Acknowledges that they are unable to fulfill those requirements, and asks to be inactive.
- c.) Has been approved by the chapter for inactive status.

2.) A probationary member is a member who:

- a.) Has not fulfilled one or more of the requirements for active membership.
- b.) Does not accept responsibility for his actions, or breaks a requirement of membership to an inexplicable degree.

B.) Reasons for Non-Active Status: Inactive membership is reserved for members who wish to be part of the brotherhood, but are having difficulty fulfilling requirements due to time constraints, personal problems, difficulty with grades, etc. Probationary membership is for members that have dishonored the fraternity or the chapter, and are being given a chance to redeem themselves, or are members that are having further trouble while being inactive. Any active member at a regular chapter meeting may request inactive membership. Probationary membership is assigned by the designated executive board, in all cases.

C.) Participation of Inactive Members: Inactive members are still expected to participate in certain events; they are strongly encouraged to perform to the best of their ability. Inactive members are required to attend all ceremonies, but are not under penalty if an adequate excuse is given to the President of the chapter a week prior to the ceremonies beginning. Inactive members are encouraged to attend fundraisers and meetings, but are not required to do so. Inactive members are only welcome at fraternity Informal Rush events and Socials by advance invitation by the Designated Chapter.

D.) Participation of Probationary Members: Probationary members are expected to participate in events to determine if their interest in the fraternity is genuine. Probationary members are required to attend all ceremonies, unless an adequate excuse is given to the Executive Board a week prior to the event. Probationary members are also required to attend meetings unless granted an excused absence by the chapter President. All probationary members that are on probation due to deficient GPA (1.9 or lower) are *automatically excused* from all fundraisers and meetings, and are expected to use the time to benefit their studies. All

probationary members are prohibited from attending Informal Rush events and Socials, without exception.

E.) Non-Active Restrictions: All non-active members are prohibited from the following:

- 1.) Being assigned as a Big Brother [Big] to a candidate [Little], during the candidate period.
- 2.) Holding any elected office in the fraternity.
- 3.) Voting during regular chapter meetings.
- 4.) Voting for officers.
- 5.) Voting in expulsion reviews and return-to-active votes.
- 6.) Applying to live in the fraternity house (if applicable).

Additionally, probationary members are prohibited from the following:

- 1.) Attending all fraternity Informal Rush events and Socials.
- 2.) Living in the fraternity house (if applicable).

F.) Non-Active Right to Voice: All non-active members retain their right to a voice at regular chapter meetings. However, they are still prohibited from casting votes during motions.

G.) Assignment of Non-Active Status: Declaring the status of a non-active member to the brotherhood is the duty of the designated Executive Board. Once a member has failed to meet a requirement of active membership, a member of the designated Executive Board will notify the member of that failure. At that time, that person may request an inactive review at the next chapter meeting. However due to the severity of offence, multiple offenses or repeat offences the designated Executive Board may deny the brothers request. The designated Executive Board member will be responsible for ensuring that the review will occur at the next chapter meeting unless denied. If one is not requested, it will be the responsibility of the Executive Board member to declare to the chapter that a member is on probation. The Executive Board must then have a meeting with the probationary member to review the situation and to declare when they will be able to return to active membership.

H.) Reviews for Non-Active Members:

- 1.) Initial Review for Inactive Members: At the regular chapter meeting immediately after the member has asked for inactive status, the inactive member will speak before the assembled chapter, and explain why they will be on inactive status. The other members of the chapter may

ask questions of the inactive member after the inactive member has stated his reasons. At that time, the Vice President will ask if anyone objects this request. If there are no objections the president will approve this request. If there are any objections, these objections will be discussed and there will be an opportunity for a motion to deny this request. If no motion occurs or the vote to deny takes place and fails the request is approved.

- 2.)** Initial Review for Probationary Members: The Executive Board will set a time and date to meet with the probationary member as soon as possible. At that review, the probationary member may contest their status with the Executive Board. Should the member present enough evidence that their placement on probationary status is unjust, then the Executive Board may vote to return the member to inactive status by a two-third majority vote of the Executive Board. If not, the Executive Board will explain to the member the exact reasons for the member's placement on probation and the actions needed to return to active status. At that time, the member is officially on probationary status. If the offense for which the probationary review is called is severe enough, the Executive Board may call a vote for an expulsion review. This is a two-thirds majority vote of the Executive Board, and if it passes a date and time will be set by the Executive Board for the expulsion review.
- 3.)** Review for Non-active Members Returning to Active Status: After completing the necessary actions for returning to active status, the non-active member must meet with the Executive Board to review their actions within the fraternity during their time as a non-active member. The Executive board will review the work completed by the non-active member to see if the requirements to return to active status have been completed. If so, then the Executive Board will declare that member active, starting at the next regular chapter meeting.
- 4.)** Expulsion Reviews: The active brotherhood of the Designated Chapter will perform Expulsion

reviews. Members that have failed to fulfill the duties and obligations detailed by these National Bylaws are to be removed from the fraternity. The expulsion review is the final opportunity for a member to plead their case to the fraternity. The member will have time to state their reasons for staying in the fraternity. No expulsion review may take place at any meeting where less than 2/3 of the active membership is present. The Designated Chapter must come to a ¾ majority decision of active brothers in attendance. Should the chapter find the member to be a beneficial member of the fraternity, the Executive Board may place that member on probationary status for one additional academic term. This probationary status will be treated as the member committing an action deemed unfit for a member of Epsilon Tau Pi (Section 7, Part A.5). However, should the chapter find that the member is unfit to continue as a member of Epsilon Tau Pi, then that member is declared as expelled from the fraternity. Unless the chapter votes otherwise that individual is banned from all Epsilon Tau Pi events. An expelled member forfeits all rights as a member of this fraternity, as well as any right to any dues or penalty fees paid during his membership. If the member is owed money from the fraternity from duly authorized purchases that member is still entitled to that money. An expelled member may not become an alumni member or any other type of member of the fraternity. An expelled member may NOT rejoin the fraternity. Expelled members are **REQUIRED** to return their candidate handbooks and related paraphernalia including but not limited to, polos, membership pins, membership certificates, printed material from the fraternity, as well as any materials that they may possess in conjunction to any offices that they may have held at the time. Expelled members may keep any other materials that were purchased outside the fraternity, such as shirts or memorabilia.

I.) Returning to Active Status: A member will remain on non-active status until these conditions have been fulfilled:

- 1.)** For non-active members that are deficient in dues:
 - a.)** *INACTIVE*: All dues, including any fees, expenses, or outstanding penalty fees, must be paid in full to the Treasurer, and verified by the President.
 - b.)** *PROBATIONARY*: To return to *either* active or inactive status:
 - i.)** All dues, including any fees, expenses, or outstanding penalty fees, must be paid in full to the Treasurer, and verified by the President.
 - ii.)** Approved by the Executive Board to return to active status.
- 2.)** For non-active members that have missed excessive meetings without valid excuse:
 - a.)** *INACTIVE*: Members will be inactive for the duration of the academic term. For a member to be active again, all penalty fees for missed meetings must be paid in full before the end of that academic term.
 - b.)** *PROBATIONARY*: Members will be on probationary status for the duration of the academic term. After that academic term, the member must:
 - i.)** Pay all penalty fees for missed meetings.
 - ii.)** Attend at least three consecutive meetings in the academic term after being placed on probation.
 - iii.)** Be approved by the Executive Board to return to active status.
- 3.)** For non-active members that have failed to participate in at least half of all service events, excluding Ritual:
 - a.)** *INACTIVE*: Member will be inactive until:
 - i.)** Attending any service project, excluding Ritual, and performing beneficial service.
 - ii.)** Be approved for returning to active status by the Executive Board.
 - b.)** *PROBATIONARY*: Member will be inactive until:
 - i.)** Attending any *two* distinct service projects, excluding Ritual, and performing beneficial service.
 - ii.)** Be approved to return to active status by the Executive Board.

4.) For non-active members that have failed to maintain a GPA of 2.0 or better *AFTER* the lapse of the one-academic term grace period:

a.) *INACTIVE*: Members will be on inactive status for the entire academic term that member's GPA is under 2.0. A member may become active again by presenting to the Executive Board an official transcript from the university or college at which the member is enrolled, showing that the member's GPA is at or above 2.0.

b.) *PROBATIONARY*: Members will be inactive for the entire academic term that the member's GPA is under 2.0. A member may become active again by doing the following:

i.) Presenting to the Executive Board an official transcript from the university or college at which the member is enrolled, clearly showing that the member's GPA is at or above 2.0.

ii.) Being approved by the Executive Board to return to active status.

5.) For non-active members that have committed an action deemed unfit for a member of Epsilon Tau Pi:

a.) *INACTIVE*: The Executive Board will perform a review of the action and circumstances when the member is placed on inactive status. During that review, it will be determined how long the member must be on inactive status. After the time that the Executive Board has established, the member may return to active status.

b.) *PROBATIONARY*: The Executive Board will perform a review of the action and circumstances when the member is placed on probationary status. During that review, it will be determined how long that member must remain on probation. After the time that the Executive Board has established, the member will have to be approved to return to active status by the Executive Board.

J.) Time Allowed for Non-Active Status

1.) Non-active membership is intended to be a temporary status. Therefore, members of the fraternity are permitted to be on inactive status for a maximum of two full, consecutive academic terms. After that

time, the member will be allowed to be on probationary status for one additional academic term.

2.) Members that have been placed directly onto probationary status will have one full academic term to return to active status, unless an additional academic term of probationary membership is added as a result of an expulsion review.

3.) If after this time, the member has failed to return to active status, they will have to take part in an expulsion review.

K.) Multiple and Repeat Offenders

1.) Any member that is on non-active status for multiple reasons must complete all requirements for returning to active status for their offences before they may return to active status.

2.) Should a member fail to complete more than *three* requirements *during the same academic term*, that member will be placed on probationary status, without exception.

3.) A member that has been placed on inactive or probationary status, returned to active status, and then is placed on inactive status again *in the same academic term* will be automatically placed on probationary status. If the member goes on to inactive status again *in a different academic term*, they will not suffer any additional penalties unless:

a.) That member has been placed on in-active status two previous consecutive academic terms. Then that member requests a third academic term of in-active status, then that academic term will be automatically be considered not in-active, but probationary status.

b.) It is the third time that he has been placed on non-active status for the same reason. If so, that member is to participate in an expulsion review.

Any member placed on probationary status for any reason, returns to active status, and then goes back on non-active status for a reason *other than* the previous reason, will not suffer additional penalties. However, if it is the third time they have been on probationary status they will participate in an expulsion review.

4.) Should any member fail ALL FIVE requirements in one academic term, that member is immediately up for an expulsion review.

Section 9 Co-op/Interning Membership

A.) Membership Requirements: Members of the fraternity that are performing co-op or internships during an academic term may have altered membership requirements in order to accommodate their work schedules. The member that wishes to be considered a Co-op/Interning member may request this status at any time. The Designated Chapter will then create a list of requirements for that member to complete of that academic term.

B.) Rights of Co-op/Interning Members: Co-op/Interning members have all rights of active members, so long as they maintain their specified requirements as per part A of this section.

Section 10 Transfer of Membership

A.) How to Transfer Membership: Members of other chapters of Epsilon Tau Pi may transfer into another chapter as long as the member left their former chapter in good standing as an active member.

B.) Transfers Without Good Standing: If a non-active member of another chapter requests transfer membership, then the following shall occur:

- 1.)** Should a member of another chapter leave their chapter due to expulsion, then that person cannot enter the new chapter, under any circumstances.
- 2.)** If a transfer member left their former chapter under probationary status, then they must request to enter the chapter under probationary status for an academic term. The Designated Chapter must approve by a two-thirds majority in order for that member to enter the chapter as a probationary member for an academic term. If this vote fails, then that member may not join the chapter.
- 3.)** If a member left their chapter or colony under inactive membership that brother automatically becomes an active member of the new chapter. That member may then request inactive membership as an active brother.

C.) Inactive Membership for Transfer Members: Members who transfer their status from one chapter or colony to another will carry over all accumulated academic terms on non active status.

D.) Initiation Status: Any member who transfer's his membership is considered an initiate of their original chapter.

However, upon receipt of alumni membership, any transfer member must designate which chapter his alumni membership will be tied to.

Section 11: Suspension and Expulsion

A.) Suspension: The National Executive Board may, by majority vote, suspend the membership of any brother. Suspension may be for any reason, including but not limited to Criminal Misconduct or Conduct unbecoming a brother. At the time of suspension, the NEB must clearly state the terms of the suspension, the reasons for the suspension, and the duration of the suspension. A member suspended in this manner shall be considered a nonmember of the fraternity for the duration of the suspension, and may be barred from any and all official activities of the brotherhood. The member may appeal his suspension to the National Executive Board.

B.) Expulsion: The National Executive Board may, by majority vote, expel any member of the fraternity. Expulsion may be for any reason, including but not limited to Criminal Misconduct or Conduct unbecoming a brother. At the time of expulsion, the NEB must clearly state the causes for the expulsion. A member expelled in this manner shall immediately be considered a nonmember, and shall be ineligible for future membership in any form. The member may appeal his expulsion to the National Executive Board, unless the member was under suspension at the time of his expulsion.

Article IV Officers

Section 1 Chapter Officers

A.) Definition of a Chapter Officer: The Chapter Officers are the six elected officers of the Designated Chapter. These are the primary leadership of the chapter, and are responsible for directing the chapter toward its goals. Only active members may be Chapter Officers. No Chapter Officer may hold two Officer positions.

B.) Definitions of Positions and Responsibilities:

1.) Chapter President: The President of the chapter is the head executive officer of the chapter. He

presides over the meetings and is the formal liaison of the chapter and fraternity on campus. He is the primary contact for all chapter matters. He is also responsible for the creation of the regular and Executive Board meeting agendas.

2.) Chapter Vice President: The Vice President of the chapter fulfills the duties of the President when the current President is unable to perform those duties. The Vice President also does any duties that may be assigned to him by the Executive Board or the President. Other duties may include, but are not limited to, creating meeting agendas, representing the chapter at social events at the university, and so forth.

3.) Chapter Treasurer: The Treasurer of the chapter is in charge of the chapter's funds. He is responsible for the creation and maintenance of the chapter's financial budget. He is also responsible for the collection of dues from the chapter members. He is also responsible for establishing fundraising events and their coordination. He must also present a report of the budget to the entire chapter at the request of the Executive Board.

4.) Chapter Secretary: The Secretary of the chapter is responsible for the recording of the minutes of the regular and Executive Board meetings. He is responsible for their access to the other members of the chapter. He is responsible for taking attendance at all official chapter functions. He must submit a report to the Executive Board and to offending members concerning attendance violations as soon as feasibly possible. If the Secretary is unable to fulfill his duties an event or meeting, then he must select an interim secretary for that event, prior to the day of that event. The Secretary may also be assigned further responsibilities as the Executive Board sees fit.

5.) Fraternity Education Officer: The chapter's Fraternity Education Officer [FEO] is in charge of overseeing the candidate members and the candidacy period. He is responsible for the overseeing candidacy meetings as well as organizing "Bigs" to aid the candidates.

6.) Delegate to the National Executive Board: The delegate to the National Executive Board (NEB) shall represent the interests of the Designated Chapter to the NEB. He shall gauge the feelings of the collegiate members of Designated Chapter on certain issues, and report those findings to the NEB. He shall be a voting

member of the NEB, but shall not be considered a voting member of the Designated Chapter Executive Board.

Section 2 Chapter Chairs

A.) Definitions of a Chapter Chair: The Chapter Chairs are positions assigned to various members of the chapter to aid in the functions of the chapter. Chapter Chairs may be created at any chapter meeting. Only active members may hold Chapter Chair positions. An active member may hold as many Chapter Chair positions as he wishes. Chapter Officers are permitted to hold Chapter Chair positions; however, they are recommended not to hold more than two distinct Chair positions at the same time. It is recommended that the Chapter President not hold a chair position as to focus on his duties as President.

B.) Chapter Chair Examples: The following is a list of examples of Chapter Chair positions. Not all of these positions are required to exist within the fraternity, and other positions may be created as needed.

1.) Social Chair - The Social chair is responsible for the creation, organization, coordination, and execution of fraternity sponsored social events throughout the year. The Social Chair must present all planned social events to the chapter at the beginning of the academic term they are to be held in. The chapter must approve all events before they are further developed. The Social Chair reports to the Executive Board.

2.) Fundraising Chair - The Fundraising Chair is responsible for the creation, organization, coordination, and execution of fundraising events for the chapter. The Fundraising Chair may present fundraising opportunities to the chapter at any time. The chapter must approve all fundraising events. The Fundraising Chair reports directly to the Chapter Treasurer, and the Executive Board when requested.

3.) Camporee Chair - The Camporee Chair is responsible for the creation, organization, and execution of camporee events created by Epsilon Tau Pi, or to help coordinate with other leaders from BSA troops in execution of their own camporees. The chapter must approve all camporee events. The

Camporee Chair reports directly to the Executive Board.

4.) Ceremony Chair - The Ceremony Chair is responsible for the coordination and execution of all Epsilon Tau Pi ceremonies. The ceremonies that he is responsible for are the Formal Rush Ceremony and the Ritual Ceremony. He is responsible for all aspects of the ceremony, including scripts, props, and on-site direction. The Ceremony Chair reports directly to the Chapter FEO and the Executive Board when requested.

5.) Rush Chair - The Rush Chair is responsible for the organization and execution of all Rush events prior to the Formal Rush ceremony. The ceremony is the responsibility of the Chapter FEO or Ceremony Chair. The chapter must approve all funding for Rush events. The Rush Chair reports directly to the Chapter FEO and to the Executive Board when requested.

6.) Chapter Historian - The Chapter Historian is responsible for the creation, development, and maintenance of the chapter's record of events. The format of this record is open to the discretion of the Chapter Historian. The Chapter Historian reports directly to the Secretary and to the Executive Board when requested.

7.) Chapter Webmaster - The Chapter Webmaster is responsible for the creation, development, and maintenance of the chapter's web site. The design and content of the web site is open to the discretion of the Webmaster. The Webmaster reports to the Executive Board.

C.) Rules for Co-Chairs - Should the chapter decide that a chapter chair position be better filled by two individuals, then two co-chairs may be elected. Both members elected to the position are responsible for the execution of the chapter chair's position, though the division of labor is open to the discretion of the two co-chairs.

D.) Chapter Chair Reviews - All Chapter Chairs are to report to the Executive Board at least once a year to report about progress and advancement made by that individual member. The review is an opportunity for the Executive Board to examine the work performed by the Chair. Reviews may be scheduled to take place at any Executive Board meeting.

Section 3 Election of Officers

A.) Election Dates: The election of Chapter Officers shall be performed during the month of March, unless a majority vote of active members decides to hold the election at a different time to accommodate schedules. This vote must take place at a regular chapter meeting.

B.) Terms: Chapter Officers shall have a term of 1 year. It is suggested the term begin at the end of the academic term during which voting took place, and end at the end of the following academic year. Final discretion is given to the Chapter or Colony to determine start and end times of the term to accommodate officer transition periods.

C.) Term limits: Chapter Officers have a term limit of two years. No person may hold the same office for three consecutive years.

D.) Eligibility: To be eligible for Chapter Office, a member must be active status and registered as a full-time student. In addition, a member must be a Junior in academic standing with the university to hold the office of President, or a Sophomore in academic standing to hold the office of Vice President.

E.) Election Timeframe: All elections of Chapter Officers must take place on a scheduled date. The President shall open the floor for nominations of officers two regular meetings prior to the scheduled date of voting.

F.) Format for Elections: The format for election of Chapter Officers shall be as follows:

- 1.)** Opening of nominations – The chapter will decide upon a date for holding elections. The decision will be made in a chapter meeting, either by motion or by unanimous consent.
- 2.)** Once such date has been established, the President shall open nominations, as per Article 4 Section 3 Part E. Nominations must take place during a chapter meeting.
- 3.)** Format for nominations – Any active member may nominate any eligible member for any office. Once a nomination has been made, it must be seconded by any active member other than the initial nominator or the nominated member. If the member accepts the nomination, he is considered on the ballot for that position. No member may make or second more than one nomination per office unless the first such nomination was declined by the member nominated.

4.) Any member may be nominated for multiple positions, so long as he is eligible for each position and the nomination format is followed.

G.) Election Order: Recommended election order is: President, Vice President, FEO, Treasurer, Secretary and Delegate to the National Executive Board. However, the order can be changed at the discretion of the Chapter. If the voting order is changed it must either be agreed upon by a majority vote held prior to the election to be held or according to the Chapter's bylaws and stated before officer elections can begin. The sitting president shall preside over elections as with any other chapter meeting, calling for votes and counting those votes, except where the president is running for the office in question. In that case, the Vice President shall serve as president and preside over the vote for office. If the Vice President is likewise running for the office in question, an active member, not running for that office, shall be chosen by motion and shall serve as the instigator and tally-taker of the vote.

H.) Voting: Voting shall take place in this manner:

1.) The presiding member shall announce the office under consideration, as well as the nominees for that office. Nominees shall have the option of speaking briefly to the chapter. After such speeches are concluded, each active member in attendance will receive a voting sheet, upon which they will record their choice for the office. All voting in elections is done in secrecy.

2.) Once all votes have been cast, the presiding member will collect them. He and a second active member not running for the position shall then count the votes and announce the results.

3.) The nominee who receives the most votes shall be given the option of accepting the office. If the nominee does accept, he is considered the successor to the sitting officer and will assume the office at the close of the academic year. He also forfeits his nominations for further offices for the current term, and shall be removed from the remaining ballots for office. If the nominee does not accept the office, another vote shall be taken, following the above procedure but omitting the nominee from consideration. This nominee may still remain on the ballot for further positions. If accepting person is the only person running for another position an emergency nomination will be done for that position immediately and voting will take place per appropriate

order. In the case that no one will accept a nomination and the position is void, the vice president will then cover the position until the position is filled.

4.) If four or more members are nominated for a single position there will be a run-off vote for the top two, unless there are ten or more members nominated for that position it will then be the top three. The original vote will take place as usual with the run-off following.

I.) Acceptance and Closing: Once a nominee has received the most votes for an office and has accepted that office, voting for the next office may commence. If no offices remain for voting, then the presiding officer shall close the election of chapter officers.

Section 4 Removal From Office

A.) Reasons for Removal: In the event that an office is found to be inadequately filled, the chapter may choose to remove an elected official from office. It should be noted that this procedure is for use only if the officer is severely delinquent in the execution of his duties or is in any other way severely unqualified to hold the office.

B.) Request for Removal from Office: A written request to call for a vote of no confidence to take place during a general meeting must be made no later than 72 hours prior to the scheduled time of that meeting in person. Any active member may request such a vote; however, at least two active members must file similar requests for a vote to occur. All such requests should be brought to the president, unless the president is the officer in question, in which case the requests shall be submitted to the Vice President. In this case, the Vice President shall assume the role of President with regards to the procedure outlined below.

C.) Non-Disclosure: The officer for whom the vote is requested shall be verbally informed by the President, but the names of the members requesting the vote MUST NOT be revealed by the president or any other officer.

D.) Primary Importance: During the Chapter Meeting for which the vote was called, all other business is secondary; the situation must be resolved by the close of the meeting, at all costs. No vote of no confidence shall commence at a meeting of less than two thirds of active members at the meeting.

E.) Vote of No Confidence: Once the meeting is underway, the vote of No Confidence shall commence.

1.) The officer named in the vote shall be allotted 5 minutes to argue his case. The officer may ask general questions of the brotherhood, but may not seek out the names of those members who requested the vote.

2.) After this time has expired, the president shall distribute voting slips to all Active Members in attendance. Note that the Officer in question has the right to vote on this issue, AS DOES THE PRESIDENT. Each active member shall write the word "Remove" to signify a vote for removal and "Do Not Remove" for a vote against removal. Voting shall be done in secret. No member may abstain from this vote.

F.) Vote Counting: The President and only the president shall collect the slips from every active member. The President and the next highest-ranking officer (excluding the officer in question) shall then count the ballots. In order for an officer to be removed by this method more than 51% of the active members of the chapter must vote REMOVE. Once the ballots have been counted, the president shall announce that either:

1.) The motion has failed, and the officer shall remain in office,

2.) The motion has succeeded, and the officer is removed from office.

G.) Further Non-disclosure: The exact tallies of the votes are NOT to be revealed under any circumstance. Once the outcome is known, the ballots are to be destroyed without delay.

H.) In the Event of a Tie: In the event of a tie in voting, the motion is considered to have failed, and the officer is not removed from office.

I.) Results: In the event that the motion succeeds, the officer in question immediately relinquishes all responsibilities, rights, privileges, and duties associated with that office, and the office is considered vacant. The officer must surrender all materials associated with the execution of the office (i.e. checkbook and ledger in the case of the treasurer). If the motion fails, the officer retains his position, and the matter is considered closed.

Section 5 Emergency Elections

A.) Reasons for Emergency Elections: Emergency elections are to take place when:

- 1.) An officer is voted out of office
- 2.) An officer has requested inactive status
- 3.) An officer has been placed on probationary status,
- 4.) An officer has been expelled from the fraternity
- 5.) An officer has left the fraternity by his own choice, or intends to withdraw from the university, or
- 6.) An officer has died.

B.) Requirements for Emergency Elections: An Emergency election cannot take place unless 75% of the active membership is present, either at a chapter meeting or at an emergency meeting called for this purpose.

- 1.) If the office has been vacated due to a vote of no confidence, the emergency election shall take place immediately after the vote of no confidence.
- 2.) If the officer has left the university, left the fraternity, or has become an inactive or probationary member, the emergency election shall take place at whatever time is most convenient for the chapter, but no more than one week after the office has been vacated.
- 3.) If the office has been vacated due to the death of the officer, the emergency election may take place at any time. There is no time limit on this period.

C.) Interim Officers: Until such time as an emergency election may be held, any vacant office may be filled by an interim officer, who shall execute the duties of the office as an elected officer would. This interim officer shall be chosen at any chapter meeting in the manner a chapter chair would be chosen.

D.) Format: The format of the emergency election shall be the same as a general election, except that:

- 1.) Nominations shall be taken during the chapter meeting in which the emergency election shall occur. Once nominations are closed, no further nominations will be accepted.
- 2.) Voting shall take place immediately after nominations have been closed.
- 3.) The newly-elected officer shall assume his office immediately upon accepting the office.

Article V Chapter Activities

Section 1 Chapter Meetings

A.) Purpose of Chapter Meetings: Regular fraternity chapter meetings are intended to be the forum through which decisions are made that affect the fraternity as a whole. During these meetings, issues facing the fraternity may be discussed and debated. Also, elections and appointments are to be completed during these meetings.

B.) Attendance: Chapter meetings are open to all members of the fraternity. Attendance requirements for various members are listed above (Article III, Section 7, Part B.2). Attendance of meetings is to be recorded by the secretary.

C.) Schedule: Chapter meetings are to be held once a week on a regularly scheduled day, time, and location. This schedule may be changed on a case-by-case basis, depending upon vacation days, or the needs of the fraternity.

D.) Required Attendance: Chapter meetings require the attendance of at least a simple majority of all active members in order to begin. If this percentage of active members is not available, then the meeting must be cancelled.

E.) Presidency: Chapter meetings are presided over by the president. In the absence of the president, the vice-president shall preside. In the absence of BOTH the president and the vice-president, then the FEO shall preside.

F.) Agendas: The presiding member shall provide an agenda for the meeting. This agenda may be passed out either prior to or at the start of the meeting. The agenda shall be comprised of issues that must be addressed by the fraternity. Members may suggest items to be added to the agenda prior to the day of the meeting. The manner in which this is done is the decision of the president.

G.) Format: The manner that chapter meetings are conducted is the decision of the current president. However, all decisions shall be made in the form of a motion.

H.) Motions: Motions shall be performed in the following manner:

1.) A call for a motion may be made by any active member. Once called, the member presiding over the meeting must recognize the motion.

2.) Once recognized, the member presiding over the meeting must call for a second. Any active member other than the motion's creator may second.

3.) The motion will then be announced to the chapter by the presiding member. If there are any misunderstandings or questions, they may be asked at this time.

4.) Once all questions and clarifications are answered, the presiding member will call for votes "for" the motion. This will be done by an open vote of the active members in attendance. The presiding member shall count the vote in favor for the motion. The presiding member does NOT vote.

5.) Once the counting of "for" votes is completed, the presiding member shall call for votes "against." This will be done by an open vote of active members in attendance. The presiding member shall count the votes against the motion. The presiding member does not vote.

6.) Once both "for" and "against" votes are tallied, the presiding member shall call for abstentions from the vote. This proves a check to ensure that no one has voted twice or was missed in the tallies. No one is required to abstain from any vote; it is wholly the decision of the member. Once the abstentions have been tallied, the presiding member shall compare the number of votes and abstentions to the number of active members in attendance minus the presiding member. If the numbers are correct, then the vote is valid and a decision can be made. If the numbers do not match, then the vote must be retaken.

7.) Once the votes have been verified, then the conclusion of the voting shall be made.

a.) If there are a greater number of votes for a motion than against, then the motion passes.

b.) If there are a greater number of votes against a motion than for, then the motion fails.

c.) If there are an equal number of votes for and against a motion, then the presiding member must vote either for or against the motion. This will provide a greater number either for or against the motion.

d.) Abstentions are NON-VOTES. They count neither for nor against.

8.) Once the result has been determined, then the presiding member will announce the result to the chapter. The effects of the motion are to take place immediately.

I.) Unanimous Consent: The President, in order to expedite the conduct of business at a meeting of the chapter or of the executive board, may call for unanimous consent.

1.) Unanimous consent exists when no voting member of the chapter has an objection to the question under discussion.

2.) The president may call the question by asking for objections to a particular course of action. If none exist, the president shall signify such to the chapter.

3.) The question is then considered to have been passed unanimously, and shall have the full force and effect as if it had been passed by unanimous motion.

4.) No question or action for which a vote is explicitly required shall be eligible for unanimous consent. If these bylaws specify the number of votes required for a particular action, that action must come to a vote to be official.

5.) Decisions made by unanimous consent shall be noted as such in the minutes.

J.) Emergency or Quick Meetings: An emergency or quick meeting may be called by the Executive Board to complete decisions that must be made in a timely manner. All effort must be made to contact all members of the fraternity to ensure attendance requirements are met. If the attendance requirements are met, then a meeting may proceed as a normal chapter meeting.

Section 2 Executive Board

A.) Purpose of Executive Board Meetings: The purpose of Executive Board meetings is to ensure that the operation of the fraternity continues smoothly. The Executive Board shall perform chapter chair and membership reviews.

B.) Members of the Executive Board: The members of the Executive Board are the president, vice-president, FEO, treasurer, and secretary. The Delegate to the National Executive Board is considered a member of the Chapter Executive Board, as his presence is required at all Executive Board meetings, however, he does not have the right to vote in the Chapter Executive Board meetings. Also, the chapter may appoint At-Large members to the Executive Board. At-Large members must be added two at a time, to ensure an odd number of members on the Executive Board. At-Large members are appointed in the same manner as chapter chairs.

C.) Attendance: All members of the Executive Board must be in attendance in order to have an Executive Board meeting. All other members are prohibited from attending Executive Board meetings, unless they have been directly requested to attend a meeting, whether for a chapter chair or membership review.

D.) Executive Board Votes: Only voting members of the Executive Board may vote in Executive Board meetings. Votes will occur in a similar fashion to motions, however, the president will vote with the other members of the Executive Board, and no Executive Board member may abstain from voting.

E.) Restrictions: The Executive Board may NOT vote upon the following without the approval of the chapter:

- 1.) Member dues.
- 2.) Bylaws.
- 3.) Funding for events.

Section 3 Candidate Period

A.) Purpose of the Candidate Period: The candidate period is the time during which new members are taught the principles and practices of Epsilon Tau Pi. The Candidate Period is presided over by the FEO.

B.) Timeframe: The Candidate Period begins with Formal Rush and ends with the Ritual Ceremony. The Candidate Period may be no shorter than 6 weeks and no longer than 10 weeks.

C.) Candidacy: Individuals who qualify to be members of Epsilon Tau Pi shall be selected to become candidates by the chapter during a chapter meeting prior to Formal Rush.

1.) The FEO shall contact the candidates and inform them of the Formal Rush activities. Should a candidate be unable to attend Formal Rush due to prior obligations and still shows desire to join Epsilon Tau Pi, the chapter may hold an alternate Formal Rush for that individual (Section 4.E).

2.) Once Formal Rush has been completed, the FEO will schedule candidate member meetings. These meetings are to be used to teach the candidates the specifics of being an Epsilon Tau Pi member.

3.) The candidates shall receive a copy of the Candidate Handbook, in which contains information about the fraternity and the principles it is founded on. The Candidate Handbook is to be considered sensitive material, and is NOT TO BE SHOWN TO ANYONE NOT

AUTHORIZED TO VIEW ITS CONTENTS. The Candidate Handbook is to be considered the property of Epsilon Tau Pi until the Candidate Period has ended. Any candidate failing to complete the Candidate Period is REQUIRED to return the Candidate Handbook, and is prohibited from revealing any information contained within to any other person not authorized to know.

4.) During the Candidate Period, all candidates must pay candidacy fees. These dues are NON-REFUNDABLE. Even if an individual fails to complete the Candidate Period, these fees are still owed to the fraternity. Candidate fees are to be paid in the three weeks after the first candidate meeting. Candidate fees are to be used to pay for the production of the Candidate Handbook and the cost of holding Formal Rush and the Ritual Ceremony, as well as any other costs associated with the Candidate Period. If funds are needed in addition to the dues paid by the candidates, the FEO may request funds from the fraternity's general fund. If funds are left over, they are to be folded into the general fund.

5.) All other elements of the candidate Period are to be determined by the FEO. The FEO will create a candidacy program for each individual candidate class, based on the expectations of the FEO and the Designated Chapter for those candidates. This program shall be followed throughout the candidacy period. The Designated Chapter must accept this program prior to the beginning of the Candidate Period.

6.) As part of the Candidate Period, all candidates must participate in a Board of Review. In order for a Board of Review to take place, two-thirds of the active members of the chapter must attend. In order to pass a Board of Review, two-thirds of the active members must approve the candidate. No candidate may attend Ritual Ceremony without passing the Board of Review.

7.) The Candidate Period concludes with the Ritual Ceremony. Candidates must participate in the Ritual Ceremony, or else forfeit the opportunity to join Epsilon Tau Pi. Only in extreme circumstances may a candidate be excused from the Ritual Ceremony. An alternate Ritual Ceremony may be created for that candidate if they are still interested in joining the fraternity. Upon the conclusion of the Ritual Ceremony, all candidates are considered active members. All candidates completing the Candidate Period must pay regular

chapter dues for the academic term that they were candidates. These dues will pay for additional fraternity clothing and equipment provided to them at the end of their Candidate Period.

8.) Should a candidate fail to complete any requirement of candidacy as outlined by both these Bylaws and the candidacy program of the Designated Chapter, then the Designated Chapter reserves the right to refuse brotherhood to any candidate. However, should the candidate present viable reason for the failure to complete the requirements to the FEO, then the Designated Chapter may elect to allow that candidate to participate in the Ritual Ceremony. The Designated Chapter may also decide if those requirements must be completed after the Ritual Ceremony.

Section 4 Ceremonies

A.) Definitions of Ceremonies: The Designated Chapter of Epsilon Tau Pi recognizes two official Ceremonies: the Formal Rush Ceremony, and the Ritual Ceremony. The Formal Rush Ceremony represents a candidate's entrance to the Candidate Period, while the Ritual Ceremony represents the end of that period. The Ceremonies of Epsilon Tau Pi are sacred to the fraternity, and are to be held in the strictest confidence between members of Epsilon Tau Pi. All Ceremonies are the responsibility of the FEO, unless a Chapter Chair officer is charged with that duty. Both Ceremonies shall adhere to the National Ceremonies Handbook.

B.) Formal Rush Ceremony: The Formal Rush Ceremony inducts candidates to the Candidate Period. No individual shall be considered a candidate of Epsilon Tau Pi without completing the Formal Rush Ceremony.

C.) Ritual Ceremony: The Ritual Ceremony initiates the candidates into full members of the Designated Chapter of Epsilon Tau Pi. No candidate may be a full member without completing the Ritual Ceremony.

D.) Attendance Requirements: Only the new candidates, current and alumni members, including all advisory and honorary members, may attend the Formal Rush Ceremony. Only the candidates being initiated, current and alumni members, including advisory members, may attend the Ritual Ceremony. Honorary members may NOT attend the Ritual Ceremony, in the interest of confidentiality. All active

and probationary members are expected to attend both Ceremonies, unless the President a week prior to the ceremony in question approves a valid excuse. All inactive members are excused from Ceremonies, but are asked to attend if possible.

E.) Alternate Ceremonies: In the event of the potential candidate cannot attend the Formal Rush Ceremony, then an alternate ceremony may be performed, pending the approval of the majority of active members. Also, if a candidate cannot attend the Ritual Ceremony, then an alternate ceremony may be performed, pending the approval of two-thirds majority of active members present when the vote is taken. All alternate ceremonies must follow the format of the standard ceremony. Due to the possible time constraints of setting up an Alternative Ceremony, attendance policy for these ceremonies will be lenient.

Section 5 Service Projects

A.) Definition of Service Projects: A service project is any project, created either by the Designated Chapter members or by any other individual, which provides service to a community, without monetary compensation.

B.) Service Project Requirements: Service projects created by the members of Epsilon Tau Pi must meet the following criteria:

- 1.)** No project may interfere with the two Ceremonies of Epsilon Tau Pi.
- 2.)** Projects must contribute in a meaningful manner to a community other than the Epsilon Tau Pi Fraternity, and may not directly contribute to any individual member of Epsilon Tau Pi.
- 3.)** Expenses for the event must be approved by the brotherhood by normal procedure (Article VI, Section 3)

Service Projects created by other individuals or organizations have the following criteria to count as a service project:

- 1.)** No project may interfere with the two Ceremonies of Epsilon Tau Pi.
- 2.)** Projects must contribute a community; if the Designated Chapter is part of that community, then the Designated Chapter may not be the sole beneficiaries of that project.
- 3.)** The Designated Chapter must agree to consider participation in the event as a service project toward which the Third Requirement of Active Membership

applies. This shall be done by a majority vote at a regular chapter meeting.

C.) Attendance Requirement: In order to complete the Third Requirement of Active Membership (Article III, Section 7), all active members must participate in at least half of all available service projects in a year.

D.) Candidate Class Service Projects: If the candidate class is required to perform a service project as a component of their candidacy program, then all of the above rules apply to that project. Candidate Class Projects are always considered part of the Third Requirement of Active Membership (Article III, Section 7).

Section 6 Fundraisers

A.) Definitions and Types of Fundraisers: The Designated Chapter recognizes two types of fundraisers: general and specific. General fundraisers are events either held or participated in by the members of Designated Chapter that generates funds for the general operating fund of the chapter. Specific fundraisers are events held by the chapter to raise funds for a specific purpose.

B.) Rules Governing All Fundraisers: The following list provides rules and guidelines for all fundraisers.

1.) Fundraisers are to be considered official activities the Designated Chapter of Epsilon Tau Pi. Therefore, fundraisers that benefit the Designated Chapter cannot involve the sale of an alcoholic beverage to any person, regardless of age or circumstance.

2.) Fundraisers are to be carried out by members of the Designated Chapter, but are open to the participation of other individuals interested in aiding the Designated Chapter. People doing so forfeit any direct right to funds collected by the Designated Chapter. Should a group of individuals wish to receive a portion of the funds collected, they will have to make arrangements with those responsible for that event.

3.) All money that is given to the Designated Chapter is to be handled by the Treasurer.

C.) Rules Governing General Fundraisers: The following guidelines apply to general fundraisers:

1.) Funds generated or received by the Designated Chapter are to be placed into the general fund of the chapter.

2.) Participation in general fundraisers in some manner may be required for active members, pending the approval of two-thirds majority of active members.

D.) Rules Governing Specific Fundraisers: The following guidelines apply to specific fundraisers:

1.) Funds generated by the fundraiser must be set aside to finance that which the fundraiser was designated.

2.) If a fundraiser has been created to finance an event or a trip for members of the Designated Chapter, then the participation of a member may be required if they plan to participate in the event or trip. This decision must be made prior to the fundraiser, and requires a vote of two-thirds majority of active members.

3.) Any funds left over from specific fundraisers shall be folded into the general account of the Designated Chapter, so long as that which the fundraiser was created to finance has been paid for.

Section 7 Socials

A.) Definition of Social Events: An official Designated Chapter Social Event is any event at which has been financed by the Designated Chapter to directly benefit its members.

B.) Rules Governing Social Events: These rules apply to all Designated Chapter Social Events.

1.) Alcohol is forbidden at all Epsilon Tau Pi social events.

2.) If social events are to be funded by the Designated Chapter. The money required is to be allocated by standard rules regarding allocation.

3.) Active members and their invited guests only may attend social events. If inactive members wish to attend social events may ask the fraternity for permission to attend social events. This is decided at a regular chapter meeting by a simple majority of active members.

Section 8 Fraternity House

A.) Fraternity House Guidelines: The following are guidelines for the Fraternity House.

1.) The Designated Chapter is permitted to have only one official house.

2.) It is recommended that the official Fraternity House be owned by the Sheltering institution at which the chapter is located. The house may not be owned by Epsilon Tau Pi, either National or the Designated Chapter

3.) Should the house be owned by the Sheltering Institution, the Designated Chapter must complete any requirements requested by the institution in order to retain the house as a special interest house.

4.) Alcohol may not be stored in the common areas of the house used by the Designated Chapter. These areas include, but are not limited to, are the living room, dining room, kitchen, bathrooms, and hallways. Members of the Designated Chapter who are 21 or older may store alcohol in their private rooms, or in a designated auxiliary area(s) of the house set aside for that purpose. Members who store alcohol in those areas are responsible for restricting access to alcohol. However, kegs are not permitted in the house.

5.) The house may be used for meetings and events. However, during meetings in which the affairs of the Designated Chapter are being discussed (Executive Board meetings, chapter meetings, etc.), anyone not directly associated with the Designated Chapter will be asked to leave the house for the duration of that meeting.

6.) The House shall follow all regulations dictated by the Sheltering Institution/landlord and/or local ordinances.

7.) At least one officer must live in the house at all times.

B.) Requirements for Living in the House: Members of the house may be active or inactive members of the Designated Chapter. If there are open spots in the house, preference shall be given to eligible members of the Fraternity.

C.) Applying to Live in the House:

1.) Any member who is currently living in the Fraternity House and is an active member of the Designated Chapter has the right to retain his place in the house. Members who live in the house who are inactive must either become active before the end of the academic term, or will forfeit his place in the house and have to reapply.

2.) Should a vacancy become available before the end of each academic term, a call for housing applications

will be announced to the chapter at a regular meeting. This should take place at least a month prior to the end of the academic term.

3.) Once all applications have been received, the members currently living in the house shall make the decision of who shall live in the house. Criteria that shall be examined will include the need for an officer in the house, the academic hours completed by the member, the participation of the member in the chapter, etc.

4.) Once the members that are to live in the house have been selected, all house members must fill out all necessary paperwork with the Sheltering Institution/landlord regarding housing.

D.) Removal from the Fraternity House: Should an individual be removed from the house during an academic term, the members shall follow appropriate procedures as dictated by Sheltering Institution/landlord.

E.) Other House Policy: All other House Policies are to the discretion of the members living in the house with approval from the Designated Chapter Executive Board.

Article VI Finances

Section 1 Accounts

A.) General Information: The Designated Chapter of Epsilon Tau shall maintain at least one checking account, comprising all general funds possessed by the fraternity.

1.) Access: Only the President, Treasurer, and Advisor of the Designated Chapter may have access to the fraternity's general fund. This includes all withdrawals and deposits.

2.) Expenses: Any expenses created by the maintenance of this account shall be paid for out of the general fund.

3.) Multiple Accounts: Should the fraternity desire more accounts, such as a permanent savings account or additional checking accounts, they shall also be subject to all rules and regulations of the general fund, however, access may be granted to specific Chapter Chairs that the funds have been allocated to.

Section 2 Dues and Fees

A.) Definition of Dues and Fees: Dues are payments owed to the Designated Chapter by every active member of the fraternity. Fees are all other payments owed to the fraternity by any member. All dues and fees are to be paid into the general fund.

B.) Chapter Dues: Chapter dues are the Designated Chapter dues that active members must pay as an active member of Epsilon Tau Pi.

1.) Dues are to be paid every fall and winter academic term during which a member is an active member in the fraternity.

2.) The Designated Chapter at the first regular chapter meeting of the academic term shall establish the amount of the dues, by a simple majority vote.

3.) The due date for dues shall be set by the Treasurer; however, the due date may not be less than three weeks after the first chapter meeting of that academic term.

4.) If a member does not pay dues by the date established by the Treasurer, then that member shall be considered inactive (Article III, Section 8) unless prior exception has been made by the Treasurer and approved by the Chapter Executive Board.

C.) Candidate Fees: Candidate fees are payments due to the Designated Chapter from candidate members to finance the Candidate Period, as well as purchase various items from the fraternity.

1.) Once a candidate member has completed Formal Rush, that candidate is required to pay Candidate fees to the Designated Chapter.

2.) Candidate fees must be paid within three weeks after their first candidate meeting.

3.) Candidate fees pay for expense incurred by the Designated Chapter as part of the Candidate Period. This includes any materials distributed to the candidates, and any events that the candidate participates.

4.) The Candidate fees shall be established by the Designated Chapter at the first chapter meeting of the academic term by a simple majority.

D.) Penalty Fees: Penalty fees are fees that the Designated Chapter may order a member to pay as part of a disciplinary action; such as unexcused absences from required events, destruction of Fraternity property, etc.

1.) The Designated Chapter shall establish the penalty fee at the beginning of each academic term.

- 2.) The fee shall be assessed for each meeting missed in excess of two unexcused absences.
- 3.) All penalty fees are to be paid within three weeks of the assessment of the fine.

E.) National Dues: The NEB may levy a fee upon chapters and colonies of the Fraternity. This fee shall be collected by the Finance Director on March 15th and October 15th of each year. Such fee shall be paid by each chapter and colony on a per-brother basis. The NEB shall, by rule, provide for the amount of such fee, as well as the means by which it is collected and deposited.

Section 3 Fund Allocation Procedure

A.) General Guidelines: All funds used by members of the fraternity must first be approved by the Designated Chapter. All foreseeable expenditures must be presented to the chapter for approval. Additional expenditures must be presented to and approved by the chapter as soon as possible after the purchases are made.

B.) Foreseeable Expenses: For expenses that can be foreseen as part of events held by the Designated Chapter or to purchase equipment or food for the chapter, including any estimates for work or contracted expenses, then the following procedure must be followed:

- 1.) Once a need for funding has been determined by a member, that member must bring up that topic for discussion at a regular chapter meeting. The member must complete an 'Acquisition Form for ETPi Funds' and present it to the Treasurer.
- 2.) The member requesting funds must describe what it is that will be purchased, and the approximate cost for that which is to be purchased. The fraternity will then debate and decide if the purchase should be taken out of fraternity funds, and approve them should the members believe that it is an acceptable expenditure.
- 3.) Should the brotherhood approve the purchase, the chapter will establish an amount to be distributed to cover the purchase.
- 4.) Once the purchases are made, all receipts are to be presented to the Treasurer, who will then give a check to the member making the purchases.

C.) Unplanned Expenses: In the event of a purchase made for the Designated Chapter in situations that can not be foreseen, or an overrun of an established budget, then the following procedure must be followed.

1.) At the regular chapter meeting immediately following the time of the purchases are made, the member seeking reimbursement from the chapter must present to the fraternity what was purchased, why, and for how much.

2.) The chapter will then decide if the purchase was necessary and beneficial to the chapter by a majority vote. If so, then the Treasurer will give a check to the member to cover those expenses. If not, then the member must pay any expenses himself.

Section 4 Donations to the Designated Chapter

Donations made to the Designated Chapter may constitute any monetary amount, as well as anything else, including, but not limited to, camping gear, fuel, furniture, food, electrical equipment, etc.

Section 5 Tax Exempt Status

As a Non-Profit Organization, the Designated Chapter of Epsilon Tau Pi may be covered under the Sheltering institution's Tax-Free Exemption Status. The national entity Epsilon Tau Pi, Inc does not hold tax-exempts status and therefore chapters may not claim tax-exempt status under the National fraternity.

Section 6 Reporting and Budgets

A.) Reporting: The Treasurer of the Designated Chapter is required to present to the chapter an itemized list of all transactions from the general fund at least once a month at a regular chapter meeting.

B.) Budget: The budget of the Designated Chapter is to be created by the Treasurer to help gauge the expenses of the fraternity.

1.) Budgets are to be created to cover individual academic terms. They are to include set expenses for that given academic term.

2.) The budget will be presented within the first four weeks of the academic term. The budget is subject to approval by a simple majority vote of the active membership of the chapter.

3.) With the approval of the budget, all amounts will be approved for amount allocation.

4.) As additional expenses arise, the budget may be amended as needed. These amendments are also subject to a simple majority vote.

Section 7 Abuse and Disciplinary Action

A.) Definition of Abuse: Funds delegated to a particular individual for a specific event is expected to be used only for that purpose. Failure to do so shall be considered as an abuse of privilege and an action deemed unfit for a member of Epsilon Tau Pi (Article III, Section 8, Part G.4), and will be dealt in that manner.

Article VII Overruling Guidelines

Section 1 Law

The Designated Chapter shall comply with all federal, state, and local statutes. This includes, but is not limited to:

1.) Alcohol policies: Epsilon Tau Pi is a non-alcoholic fraternity. As such, no alcohol of any kind is permitted at any official function. Further, Brothers who choose to drink alcohol under other circumstances may not do so while wearing the letters of Epsilon Tau Pi. Epsilon Tau Pi does not encourage the distribution of alcohol to minors, nor does it encourage excessive consumption of alcohol by those legally allowed to do so.

2.) Hazing statutes: Epsilon Tau Pi shall not participate in any activity, official or otherwise, which may be deemed hazing, as defined by statute. No Candidate for membership shall be forced to take any oath preferring any religion or creed. Further, any Candidate may request that his participation in an event be limited or that he be allowed not to participate, at no risk to himself or his candidacy. No part of the candidacy is compulsory, and candidates may opt out at any time. Epsilon Tau Pi encourages all Brothers and Candidates to uphold these high standards.

3.) Nondiscrimination: Epsilon Tau Pi shall not deny membership to any qualified individual. So long as an individual is male and has attained the rank of Eagle Scout or the equivalent highest scouting rank, he is eligible for membership in Epsilon Tau Pi. No man shall be denied admission for reasons of Race, Creed, Religion, National Origin, Language, Color, Disability or Sexual Orientation.

Section 2 University

The Designated Chapter shall comply with all University Guidelines, including but not limited to:

A.) Alcohol Policies: See Article VII, Section 1 Part A.1. Additionally, kegs are prohibited in the fraternity house.

B.) Hazing: See Article VII, Section 1, Part A.2

C.) Housing: The chapter shall comply with all regulations regarding the fraternity house, including noise ordinances, membership, and rules for vacating the premises between academic terms.

Section 3 Epsilon Tau Pi

The Designated Chapter shall comply with the National Constitution, General Regulations, and all decisions of the National Executive Board.

Article VIII General Provisions

Section 1 Exclusion of Powers

A.) The exclusion of any power required for the operation of the Designated Chapter shall not be construed as to restrict the exercise of that power.

B.) In the event that these Bylaws do not set forth the manner in which a given situation or circumstance shall be dealt with, the chapter may either:

1.) Through proper channels the chapter may ask the NEB for a clarification on specific sections of the General Regulations or National Constitution.

2.) The executive board of the chapter may decide on its own interpretation, which the chapter president shall forward to the NEB in order to further refine the General Regulations.

Section 2 Effect of Partial Invalidity

A determination that any part of these Bylaws are invalid shall not invalidate or impair the force or effect of any other part thereof, except to the extent that such other part is wholly dependent for its operation upon the part declared invalid.

Section 3 Non-substantive Changes

The Chapter is granted the authority to provide for non-substantive changes in the language of these bylaws ensure accuracy in grammar and to provide for renumbering of Sections and Articles as necessary.

Section 4 Titles Have No Substantive Meaning

The titles of sections, subsections, and articles of these bylaws have no substantive meaning, and are included for convenience purposes only. Further, the numbering or designation of any particular section shall not be construed as to in any way influence its precedence, meaning, or importance.

Section 5 Chain of Command

The Chain of Command of the Designated Chapter shall be, from first to last: President, Vice President, F.E.O., Treasurer, Secretary, and Chapter Delegate to the NEB.

Section 6 Chapter/Colony

All references to the Designated Chapter shall apply equally to colonies as if the text read "colony" instead of "chapter."

Section 7 Precedence

These General Regulations shall be the primary set of rules for the operation of each and every chapter and colony of Epsilon Tau Pi. If a conflict or contradiction arises between the General Regulations and any chapter bylaws or other document (other than the National Constitution), the General Regulations shall prevail.

Article IX Amendments

Amendments to these General Regulations shall be made as follows:

Section 1 Procedure

- A.)** Any brother may bring an Amendment to the NEB, but a Formal Proposal for changes to the text of these General Regulations shall originate from a voting member of the NEB.
- B.)** Any such proposal shall state the article and section to be amended and the manner in which it is to be amended.
- C.)** The NEB shall discuss the proposed amendment. Changes to the proposal may take place at this time.
- D.)** Once the proposal has been discussed by the NEB, the proposal shall be forwarded on to all Chapters and Colonies to elicit feedback. The feedback period shall last till the next scheduled NEB meeting.
- E.)** At the next scheduled NEB meeting, any feedback shall be discussed. Once discussion has finished, Chairman shall entertain motions to approve the proposed amendment. A proposed amendment will die for lack of a motion and second.
- E.)** Once a motion to approve has been made, the proposal shall come to a vote. Amendments to these General Regulations must pass by a vote of 75% of the membership of the NEB.
- F.)** Once approved, amendments to the General Regulations shall take effect and be in full force after 60 days from the date of their approval, unless approved by emergency.

Section 2: Emergency Amendments

A.) If an amendment to the General Regulations is deemed to be of a pressing nature, or the board determines an amendment to be immediately necessary for the general welfare of the fraternity, it may pass amendments to the General Regulations by emergency.

B.) The NEB shall determine whether the Amendment is of an Emergency nature by vote. A unanimous vote of the NEB is necessary to continue as an Emergency Amendment. Should the vote not be unanimous, the Amendment may continue as outlined in Section 1.

C.) Once discussion of the Amendment is finished, a vote shall be taken. An amendment passed by emergency must receive a unanimous vote of the NEB in order to pass.

D.) Once approved by emergency, amendments to the General Regulations shall take effect and be in full force immediately from the date of their approval.

Article X Approval of Bylaws

These Regulations for Epsilon Tau Pi have been faithfully submitted to the review of all members of Epsilon Tau Pi. These Regulations have been approved by the brotherhood on April 26th, 2003 at the biannual convocation and last Amended by the National Executive Board on XXXXX

, Chairman

, Vice Chairman

Gamma Representative

, Gamma Alumni Representative

, Alpha Representative

, Alpha Alumni Representative

, Secretary