

SAMPLE BY-LAWS

Note: This is a guide to help a chapter develop its own set of chapter by-laws. It cannot cover every issue that a chapter might encounter, but it provides a basic outline to follow in establishing by-laws that will work for your chapter. Remember, chapters do NOT have constitutions. The only constitution, the supreme law of the Fraternity, is one of the three sections of Delta Chi Law.

The chapter by-laws should be used as a tool to help the chapter in its operations and should be referred to in the case of a dispute. In resolving disputes, the chapter should first review federal, state and local law. Second, check Delta Chi Law. Finally, refer to the chapter by-laws.

These by-laws use the wording “chapter”. Colony may be substituted in every case, except for initiations.

REMEMBER, THESE ARE SAMPLE BY-LAWS AND ARE NOT MANDATORY FROM DELTA CHI LAW, BUT THE RECOMMENDATION OF THE FRATERNITY BASED ON THE PRACTICES OF SEVERAL CHAPTERS.

Furthermore, they do not constitute legal advice. Answers to questions on acceptable alternatives may be found by consulting Delta Chi Law, a member of the Fraternity’s Board of Regents, the Delta Chi Law Committee or a member of the Fraternity’s professional staff.

In developing your own set of by-laws, be sure not to adopt any by-laws that conflict with Delta Chi Law, any applicable Convention Resolutions or Fraternity policies.

DEFINITIONS

By-laws - Laws of governance made by an organization.

Delta Chi Law - The Constitution, By-laws, and Regulations of The Delta Chi Fraternity. Amendments and changes are made only by the chapters and colonies while sitting in convention or by mail ballot. In a generic sense, Convention Resolutions, Board of Regent directives, Executive Committee (“AA”, “CC” and “DD”) directives, and Executive Director directives are also “Delta Chi Law”.

Student Member - An undergraduate initiate in good standing at a chapter of Delta Chi. Delta Chi does not use the terms “active” or “brother” so as not to be confused between alumni and undergraduate members.

Associate Member - An undergraduate member of a chapter that has not been initiated. Historically referred to as a “pledge”.

In the context of these sample by-laws:

Fraternity – Refers to The Delta Chi Fraternity, Inc.

By-laws of the

Chapter of

The Delta Chi Fraternity

Article I: Name

The name of this organization shall be the _____ Chapter of The Delta Chi Fraternity.

Article II: Purpose and Policy

This chapter shall be subject to the policies, principles and provisions set forth in Delta Chi Law and in these by-laws.

Article III: Membership

A. Eligibility for Membership

1. Any male student enrolled in any college or school of the _____ University (College) shall be eligible for membership in the chapter.
2. No person shall be denied membership in the chapter based on race, color, creed, sexual preference, religion, national origin, handicap, age or marital status.
3. No man shall be eligible for membership who is a member of another general college or social fraternity.
4. Membership in the chapter shall be limited to student members and associate members.
5. Membership shall be granted by an affirmative vote of two-thirds of the student members in good standing with the chapter.

B. Academic Standing necessary to maintain membership

1. A member of the chapter must, in order to maintain his membership, maintain a cumulative G.P.A of at least a 2.25 on a 4.0 scale.
2. If the cumulative G.P.A of any member shall fall below a 2.25 on a 4.0 scale, that member will be placed on academic probation for the following term. At the end of the term following the period of academic deficiency, the member needs to report his academic performance to the chapter's executive committee and ABT.
 - a. If the member proves that he has raised his cumulative GPA to at least a 2.25, he shall automatically be taken off academic probation.
 - b. If the member proves that he has raised his cumulative GPA but is still below a 2.25, he will remain on continued academic probation.

- c. If the member fails to report as required or fails to raise his cumulative GPA he shall be placed on involuntary inactive status until his cumulative GPA is at least a 2.25.

C. Inactive Status

1. Inactive status entails no material participation in any chapter activity or event including, but not limited to social activities, intramural participation, living in the house, eating meals in the house, attendance at chapter meetings and the right of suffrage.
2. Inactive status may be granted upon a two-thirds (2/3) vote of the chapter. Such action must be ratified by a two-thirds (2/3) vote of the ABT. (*See Delta Chi Law, By-Laws, Article V, Section 1, Subsection 1*)

D. Involuntary Inactive Status

1. Inactive status will be imposed by either the chapter or the ABT on any member who is more than \$50 in arrears to the chapter for more than 30 days.
2. Inactive status can be imposed by either the chapter or the ABT on the basis of insufficient academic performance. (*See Article III, Section B.*)

E. Financial Obligations of Inactive Members

1. An inactive member shall not be assessed dues, fees or other monies by the chapter during the period of inactivity.
2. All monies owed to the chapter at the time of the granting of inactive status shall be paid immediately or by an installment plan approved by the "D" and the ABT.
3. In no event shall debts to the chapter be invalidated by the granting of inactive status.

F. Status of Graduate Students (*See Delta Chi Law, By-Laws, Article V, Section 1.*)

1. Any member of the chapter who is awarded a degree and then enrolls in a graduate program may, at his option, maintain his status as a student member with all the rights, privileges, duties and obligations of such.
2. Any graduate student member who does not wish to maintain student member status shall be considered an alumnus with all the characteristics of that status.

G. Affiliates

1. A student at _____ University who was initiated at another chapter may petition to affiliate with the _____ Chapter.
2. Such petition may be granted by an affirmative vote of the majority of the student members in good standing.
3. Before a petition may be granted, the "C" shall contact the petitioner's previous chapter as well as the Delta Chi Headquarters to determine that the petitioner is in good standing with both.
4. The petitioner must present a valid affiliation card provided for in Delta Chi Law, Regulations, Article V, Section 1.

H. Initiation into Membership

1. In order for an initiation to be valid, The Delta Chi Headquarters must have the following:
 - a. Personnel Record Form
 - b. Initiation Dues
 - d. Associate Member Dues

Note: The above needs to be in the Delta Chi Headquarters two weeks prior to initiation and written authorization received by the chapter or a \$25 fine per initiate will be imposed for an unauthorized initiation.

- e. The Ritual of The Delta Chi Fraternity shall be a mandatory requirement for student membership in the chapter.
2. The chapter shall choose candidates for initiation into membership as set forth in these by-laws.

I. Suffrage

1. The right to vote shall be limited to student members of the chapter who are in good standing.
2. Good standing shall mean not financially indebted to the chapter more than \$50 for at least 30 days, not on scholastic probation and not under censure by the judicial board of the chapter.

Article IV: Officers

A. Lettered Student Officers - The lettered officers of the chapter shall consist of the "A", "B", "C", "D", "E" and "F".

1. The "A" shall:
 - a. Exercise the powers usually exercised by the president of an organization.
 - b. Preside at all meetings of the chapter.
 - c. Appoint all committees.
 - d. Perform such additional duties of the office of "A" as are set forth in applicable Fraternity publications and official correspondence.
2. The "B" shall:
 - a. Exercise the powers usually exercised by the vice- president of an organization.
 - b. In case of absence or incapacity of the "A", the "B" shall perform the duties of the "A".
 - c. Perform such additional duties of the office of "B" as are set forth in applicable Fraternity publications and official correspondence.
3. The "C" shall:
 - a. Exercise the powers usually exercised by the secretary of an organization.
 - b. Keep and record accurate minutes of each meeting of the chapter.
 - c. Send to the Headquarters Office within three (3) days after each chapter meeting, a report of such meeting, giving a full and accurate account of the proceedings of the chapter since the last report. *(This can be accomplished on Delta Chi's website: www.deltachi.org)*
 - d. Record on the Personnel Record Form provided by the Headquarters Office the full name, class, age, and residence of each initiate and maintain a copy of such forms in the permanent records of the chapter. Transmit prior to initiation the original of such data to the Headquarters Office on the said Personnel Record Forms. *(This can be accomplished utilizing Delta Chi's website: www.deltachi.org . The forms will need to be printed put on high quality, 8.5 x*

14 paper, signed by the respective candidates and mailed to the Headquarters at least two weeks in advance of initiation)

- e. Conduct the official correspondence of the chapter.
 - f. Keep and preserve all the records, books, documents, and archives of the chapter.
 - h. Prepare an annual history of the chapter, which shall be permanently recorded and forward a copy to the Headquarters Office, by May 1.
 - i. Report to the Headquarters Office by October 15 and February 15 of each year and on forms provided by the Headquarters Office, the name of each student member of the chapter.
 - j. Perform such additional duties of the office of "C" as are set forth in Fraternity publications and official correspondence.
4. The "D" shall:
- a. Exercise the powers usually exercised by the treasurer of an organization.
 - b. Collect all Fraternity and chapter dues, fees, charges, and assessments owed by members and associate members of the chapter and deposit the same in a bank.
 - c. Forward to the Headquarters Office immediately upon collection the initiation dues, Associate Member's dues, and any other Fraternity funds. All such dues and other Fraternity funds received by the "D" shall constitute trust funds in his hands until remitted by him to the Headquarters Office and shall not be used for any other purpose.
 - d. Report to the Headquarters Office at least two weeks prior to initiation the name of each person to be initiated into the chapter.
 - e. Pay by check all bills authorized by the chapter.
 - f. Prepare and forward to the Headquarters Office all reports concerning financial transactions of the chapter as shall be prescribed for the chapter by the Executive Director of the Fraternity.
 - g. Require any student member whose account with the chapter or colony exceeds \$100.00 for three consecutive months in any fiscal year to sign a promissory note in favor of the chapter or colony for the amount of the indebtedness. If the member is a minor, the note shall be co-signed by his parent or guardian.
 - h. Be responsible for keeping accurate financial records of all transactions. He shall report at the first regular chapter meeting of each month, the names of all members who are in arrears to the chapter and the amount they owe. The "D" shall set up an annual budget with the help of the ABT and the executive committee of the chapter. The "D" shall follow all guidelines set for him in these by-laws, Delta Chi Law and other publications of The Delta Chi Fraternity.
 - i. In the discharge of his prescribed duties, the "D" shall be subject to the direction and control of the Alumni Board of Trustees.
 - j. Perform such additional duties of the office of "D" as are set forth in Fraternity publications and official correspondence.
5. The "E" shall:
- a. Exercise the powers usually exercised by the corresponding secretary of an organization.

- b. Keep a record of all information obtainable concerning the alumni of the chapter, their occupations, and addresses.
 - c. Forward to the Headquarters Office at least twice each year all information that he may have received concerning the alumni of his chapter.
 - d. Prepare for each issue of the Quarterly material requested for publication therein.
 - e. Perform such additional duties of the office of "E" as are set forth in Fraternity publications and official correspondence.
6. The "F" shall:
- a. Enforce all directives of the "A".
 - b. Exercise the powers usually exercised by the sergeant-of-arms of an organization.
 - c. Be the chairman of the judicial board as is described in these by-laws.
 - d. Be responsible for coordinating the performance of the Ritual of the Fraternity.
 - e. Be the Risk Management Officer of the Chapter and, as such, is responsible for ensuring that the chapter is in full compliance with Delta Chi Fraternity's Risk Management Policies.
 - e. Perform such additional duties of the office of "F" as set forth in Fraternity Publications and official correspondence.

B. The "BB"

1. The "BB" shall be a member of The Delta Chi Fraternity.
2. The "BB" shall act as an advisor to the chapter and as a liaison officer between the chapter and the Fraternity. He shall assist the chapter in its relations with other fraternities and college authorities and in its scholastic, athletic and social activities.
3. The "BB" shall serve for a period of two years or until his successor is elected or appointed. The "BB" will assume the duties upon written oath being received in the Headquarters Office. There will be no limit on successive terms.
4. The chapter shall elect (or re-elect) the "BB" at the first regularly scheduled meeting in October of every odd-numbered year.
5. The "BB" may be removed from office by a vote of four-fifths (4/5) of the student members of the chapter in good standing. Such removal is subject to the approval of the Executive Committee of The Delta Chi Fraternity.
6. The "BB" shall be an ex officio member of the Alumni Board of Trustees of the chapter. (*Note: he has a vote*)
7. He shall have on file at the Delta Chi Headquarters all reports mandated as well as an Oath of Office. (*See Delta Chi Law, By-Laws, Article VII, Section 3, Subsection (2)(c) and Regulations, Article VII, Section 3*)

C. Officer Notebooks

1. It shall be required of each officer and committee chairman to keep a record of all functions of his office, including both successful and unsuccessful endeavors or plans and all relevant mailings from the Headquarters Office during the last two years.
2. The notebook of each committee chairman shall be inspected by the "B" at the beginning of every term or whenever the executive committee deems appropriate.

3. The notebook of each executive committee member shall be inspected by the "A" at the beginning of every term or whenever the executive committee deems appropriate.

D. Term of Office for Lettered Student Officers

1. The lettered student officers shall serve for one year (i.e., a twelve month period) and for conjunctive terms of academic vacations or until their successor is duly elected and has taken the Oath of Office.

(Note: Delta Chi Law, By-Laws, Article II, Section 2, Subsection (6) requires that each officer shall take the oath of office before assuming the duties of the office)

(Note: The "C" and "E" are required by Delta Chi Law to serve a one-year term.)

2. The lettered officers shall be eligible to succeed themselves.

C. Recall of Officers

1. If any officer of an undergraduate chapter fails or refuses to perform his duty as prescribed by these by-laws or by Delta Chi Law, or has otherwise violated his oath or failed to perform his obligations, his resignation may be demanded by a two-thirds (2/3) vote of the chapter or by a two-thirds (2/3) vote of the Alumni Board of Trustees. In the event the officer refuses to comply with the demand, written charges shall be filed against him and after notice a trial shall be conducted in the manner prescribed in Delta Chi Law. If two-thirds (2/3) of the votes are for recall of such officer, the office shall be declared vacant and the chapter shall fill the vacancy as hereafter provided.

D. Recruitment Chairman and Associate Member Counselor

1. As soon as possible after his election, the "A" shall appoint a chairman of the recruitment committee and an associate member counselor, with the advice of the executive committee.
2. These men shall serve at the pleasure of the executive committee and may be removed by a majority vote of the executive committee or by an affirmative vote of two-thirds (2/3) of the student members of the chapter in good standing.

E. Committee Chairmen

1. As soon as possible after his assumption of office, the "A" shall appoint a chairman to each standing committee of the chapter.
2. The "A" shall appoint a chairman for each ad hoc committee as necessary.
3. All chairmen appointed by the "A" shall serve at the pleasure of the executive committee and may be removed by a majority vote of the executive committee or by an affirmative vote of two-thirds (2/3) of the student members of the chapter in good standing.

Note: While the "A" has the authority to appoint chairmen per Delta Chi Law, he may delegate this to the "B" since the "B" has the responsibility to oversee them.

Article VI: Elections

A. Nominations

1. Nominations for the offices of “A”, “B”, “C”, “D”, “E” and “F” shall be held in a regular chapter meeting. Each student member in good standing and present at the meeting may nominate up to three persons for each office.
2. The ABT shall serve as the credentials committee to ensure that all members nominated are eligible to hold that office.

B. Eligibility for Election and Holding of Office

1. Nominees must be student members of the chapter in good standing at the time of nomination, election and at the time of taking the oath of office. (*See Delta Chi Law, Regulations, Article VII, Section 3*)
2. A member must have at least a 2.4 Grade Point Average on a 4.0 scale either during the academic term prior to election or on a cumulative basis to be nominated or elected to a position. He must maintain a 2.4 G.P.A. unless the Alumni Board of Trustees of the chapter, by a two-thirds (2/3) vote, allows the officer to complete his term. Otherwise, his position will be declared vacant.
3. To hold office, a member shall be a full-time student, as defined by the _____ University, though the Alumni Board of Trustees of the chapter, by a two-thirds (2/3) vote may allow exceptions to this requirement.
4. The election of the “D” is subject to the approval of the ABT.
5. Unless authorized by a two-thirds vote of the chapter ratified by a majority of the ABT, no officer or committee chair may continue in his position if he owes the chapter more than \$50 for at least sixty (60) days.

C. Resignation to Accept Nomination

1. No officer shall be required to resign his present position in order to be nominated for any other position.
2. No member may simultaneously serve in more than one lettered office.

D. Vacancies - Special Elections

1. In the event that a vacancy occurs in an office, such vacancy shall be filled by a special election at the next regular meeting of the chapter or at a special meeting called for this purpose.

E. General Elections

1. The election of all officers shall be done by a secret ballot and counted by the “F” or, at the discretion of the “A”, an appointee of the “A”.
2. The nominee who receives a majority of the votes cast shall be declared elected.
3. If no nominee receives a majority of the votes cast, the nominee who received the fewest votes will be dropped from the ballot and the balloting will be repeated until one nominee receives the majority and is declared elected.

F. Timing of Nominations and Elections and Assumption Of Office

1. Nominations for elections for the offices of “A”, “B”, “C”, “D”, “E” and “F” shall be held at the meeting five meetings prior to the last regular meeting of the fall semester.
2. The election for “BB” shall be at the end of his two-year term. All other procedures used in other elections will apply.
3. Elections will take place during the meeting immediately following nominations.

4. Those elected will take office on the second to last meeting of the fall semester.
5. The outgoing "A" will be responsible for setting up an officer's retreat no more than two weeks after elections. It should be as soon after elections as possible. If he was re-elected to the position of "A", he is still responsible. If he is unavailable for any reason, the newly elected "A" will assume this responsibility.
6. The new officers should meet with the old officers on as many occasions as necessary, but no less than twice, to review the nature and responsibilities of their respective offices and to go over the officer notebooks in order to facilitate a smooth officer transition.
7. The ABT should also meet with the new officers to explain the positions and policies of the ABT. Also the ABT shall conduct an officers training session at this meeting. Such a meeting shall take place, if at all practical, prior to the next regular meeting of the ABT or as quickly thereafter as possible.

G. Removal from Office

4. 1. If any student officer of this chapter fails or refuses to perform his duty as prescribed by these by-laws and Delta Chi Law, or has otherwise violated his oath, his resignation may be demanded by a two-thirds (2/3) affirmative vote of the chapter or a majority vote of the ABT. In the event the officer refuses to comply with the request, written charges shall be filed against him and after a notice has been given, a vote shall be taken to remove the officer in accordance with Delta Chi Law. If 2/3 of the votes are for recall, the office shall be declared vacant and the chapter will fill the position as prescribed in the Special Elections section of these by-laws.

Article VII: Committees

(Note: It is the policy of the Fraternity to encourage associate member participation in the committee system and inclusion of at least one associate member on each committee should be given serious consideration.)

A. Executive Committee

1. Membership

- a. The "A", "B", "C", and "D" with the "BB" as an ex officio member shall constitute the executive committee. (Note: "ex officio" means "by virtue of office or position". He does have a vote.)

(Note: Larger chapters may wish to have a larger executive committee. Other options for the Executive Committee would be the Recruitment Chair, the Associate Member Counselor, or a Member-at-large.)

2. Duties

- a. The executive committee shall transact the day-to-day business of the chapter.
- b. The executive committee shall set the agenda for all chapter meetings.
- c. The executive committee shall faithfully execute any duties assigned to it by these by-laws or by the chapter.

3. Chairman

- a. The "B" shall chair all meetings of the executive committee.

- b. In his absence, the “C” shall assume the duties of chairman, and the “D” will then take the minutes.
 - c. The chairman is a non-voting member of the executive committee, except in the case of a tie, in which case he may vote to break the tie.
 3. Meetings - The executive committee shall meet not less than once a week during the school year and monthly during the summer.

B. Recruitment Committee

1. Membership - Any member of the chapter may serve on the recruitment committee at the discretion of the recruitment chairman.
2. Purpose - The primary duty of the recruitment committee is to coordinate the recruitment efforts of the chapter. It is every member’s duty to participate in recruitment.
3. Duties - The recruitment committee shall make all arrangements necessary to conduct an effective recruitment program.

C. Associate Member Committee

1. Membership
 - a. The “B” shall appoint a chairman (i.e., the associate member counselor) and three other members in good standing to make up the associate member committee.
 - b. The associate member counselor shall oversee the committee and appoint each of the following positions to the members of the committee: scholastic development, big brother coordinator and fraternal educator.
 - c. The associate member counselor may request help from any member of the chapter.
2. Purpose - The associate member committee is entrusted with the responsibility to develop and conduct activities designed to develop leadership, responsibility, character and brotherhood in associate members in every way consistent with the principles of The Delta Chi Fraternity.

D. Judicial Board (*Optional*)

1. Membership
 - a. In addition to his other duties, the “F” shall be a member and the presiding officer of the Judicial Board.
 - b. In addition to the “F”, the Judicial Board shall consist of four members of the chapter to be appointed by the “F” with the advice and consent of the executive committee.
 - c. When making appointments to this committee, the “F” shall secure a broad representation of the members.
 - d. In the case of a perceived conflict of interest or if a member of the committee recuses himself, the “F”, with the approval of the executive committee, may appoint a replacement member for any case before the committee.
2. Term of Office
 - a. Once appointed, the four members shall serve for one year or until their resignation or removal from office, as stated in these by-laws.
3. Appellate Authority
 - a. Any decision of the Judicial Board may be appealed to the entire chapter no later than the next regular chapter meeting.

- b. The Judicial Board must adopt rules of procedure governing appeals. These rules are subject to the approval of the ABT.

4. Arbitration Authority

- a. The Judicial Board may consider and resolve any dispute between members of the chapter presented to it by those members.
- b. The Judicial Board may adopt rules and procedures and may conduct its business and deliberations in closed sessions.

E. General Committees

1. Standing Committees - The following shall be other standing committees, along with those already mentioned: Social Committee, Scholarship Committee, Intramural Committee, Fund-Raising Committee, Philanthropy Committee and Awards Committee. Others may be created by amendment.
 - a. Social Committee: shall be responsible for the social calendar of the chapter. ALL EVENTS MUST BE IN FULL COMPLIANCE WITH THE FRATERNITY'S RISK MANAGEMENT POLICY.
 - b. Scholarship Committee: shall be responsible for developing and administering a scholarship program to aid each member in the "acquisition of a sound education." The committee members shall be required to review the Scholarship **BRIEF** published by The Delta Chi Fraternity.
 - c. Fundraising Committee: shall coordinate the efforts of the chapter to raise funds FOR THE CHAPTER. Charity fund-raising shall be organized by the Philanthropy Committee.
 - d. Intramural Committee: shall consist of one (1) team captain from the various sports in which the chapter participates. The committee should see that a team is fielded in sports in which a sufficient number of members in good standing wish to compete.
 - e. Philanthropy Committee: shall coordinate the chapter's efforts to become responsible, caring members of the community.
 - f. Awards Committee: shall be responsible for individual and chapter awards each semester. Criteria for awards such be established and approved by a majority vote of the chapter. Eligibility for each nominee/candidate shall be verified.
2. Ad Hoc Committees
 - a. The chapter may create Ad-Hoc Committees as needed.
 - b. Ad-Hoc Committees shall exist only until their purpose has been completed.
 - c. Ad-Hoc Committees existing for more than two consecutive semesters have the option for applying for standing committee status. Failing this, they will be dissolved automatically.

Article VIII: Alumni Board of Trustees

A. Membership (*See Delta Chi Law, By-Laws, Article VII, Section 5, Subsection 2*)

1. The Alumni Board of Trustees (ABT) shall consist of at least five members. The majority shall be alumni of the Fraternity.
2. The "A", "D" and "BB" are automatically members of the ABT. The ABT will select from among its members a president and a financial adviser as well as any other

positions it deems appropriate. The “BB” and any undergraduate members of the ABT are not eligible for election to an ABT position, although they are members of the Board.

3. Board members (except the “A”, “D” and the “BB”, who shall serve ex officio) shall be elected by the chapter to serve two-year terms that are staggered as much as possible to provide the Board with continuity. They can be removed from office by a four-fifths (4/5) vote of the undergraduate chapter, subject to approval by the Executive Committee of The Delta Chi Fraternity.

B. Authority

1. The authority of the ABT is specifically set forth in Delta Chi Law and in these by-laws.
2. All authority not specifically mentioned in Delta Chi Law and in these by-laws is reserved and retained by the chapter.

C. ABT Meetings - Shall be held once a month at times decided by the members.

Article IX: Meetings

A. Quorum

1. A majority of the student members in good standing of the _____ Chapter of The Delta Chi Fraternity shall constitute a quorum.
8. A quorum must be present in order to conduct any official chapter business.

B. Order of Business

1. The order of business shall be:
 - a. Call to order
 - b. Roll call
 - c. Reading of last minutes
 - d. Officers' reports
 - e. Committee reports
 - f. Old business
 - g. New business
 - h. Announcements and
 - i. Adjournment
2. It shall be the duty of all student members to attend regular chapter meetings.
3. Robert's Rules of Order shall govern in all proceedings of meetings except where there is a conflict with these by-laws or Delta Chi Law.
4. Proxy voting shall not be allowed by any voting member.

C. Time

1. Regular meetings of the chapter will occur on (day) of each week while school is in session unless otherwise ordered by a two-thirds vote at a regular meeting of the chapter.
2. Meetings shall commence promptly at (time) and shall last no longer than one and one half hours. Meetings may be extended in length in fifteen-minute intervals by a three-fourths affirmative vote of the voting members present.

D. Special Meetings- The executive committee has the authority to call a special meeting in cases of emergency or urgency.

E. Ritualistic Meeting

1. The first meeting of every month shall be Ritualistic in nature.

(Note: Consult the Ritual of The Delta Chi Fraternity for instructions on Ritualistic meetings.)

F. Associate members are encouraged to attend regular chapter meetings unless specifically excused.

Article X: Chapter Finances

A. Expenditures- No expenditures over and above the items set forth in the budget prepared by the "D" and ratified by the ABT and adopted by the chapter will not be allowed without the approval of the ABT.

B. Extensions- Any student or associate member who is not in a position to pay an obligation due to the chapter, shall apply for an extension of time in which to make payment to the chapter by making application to the "D" no later than seven (7) days prior to the due date.

C. Arrears

1. Any student or associate member who has not paid an obligation within 30 days after it is due shall be deemed financially delinquent to the chapter and shall be considered in arrears if he has not applied for an extension with the "D".
2. The chapter shall, in conjunction with the ABT, set a schedule for collection of dues. At the beginning of each term, all members shall sign a contract agreeing to meet the schedule of dues assigned to them.

D. Collection of Delinquent Accounts

1. Suspension of privileges - If a member is in arrears, defined as any debt older than 30 days to the chapter, he shall not be allowed to vote in meetings, attend social functions, participate in intramurals, take part in ritualistic activities or eat at the house.
2. Referral to ABT - If, after 45 days, a member still does not pay his obligations to the chapter, his case shall be turned over to the ABT. The ABT shall review the overdue accounts referred to them and take any action deemed necessary to collect the bill.
3. Legal action - If the bill is delinquent more than 60 days without arrangements made that are approved by the ABT, the chapter shall seek legal action against the member.

(Note: Seek qualified local counsel for advice here in order for the chapter to proceed correctly. Possible sources: an alumnus who is an attorney, a business law professor, or an alumnus of another fraternity/sorority on the campus)

4. Expulsion - The Constitution and By-Laws of Delta Chi Law provides for and details the procedure for expulsion of a member of the Fraternity. Indebtedness to the chapter or to Delta Chi constitutes unworthy conduct as defined in Article V, Section 3 of the Constitution, in Delta Chi Law.

E. Damages - Each member of the chapter shall be responsible for any damage done by himself or his guest(s), to the chapter property and/or to property rented by the chapter. He shall be

responsible for the replacement or repair, whichever is deemed appropriate. Appropriateness, if not mutually agreed upon, shall be determined by the Judicial Board.

Article XI: Associate Members

A. Invitation to Membership

1. An affirmative vote of a majority of the student members of the chapter shall be required in order to extend a bid to a prospective associate member.

Note: Other options are available for handing out bids, such as having several bid teams, letting the recruitment chairman have the authority to hand out bids, etc.

2. A bid may be extended at any time within the limits provided by the University or The Delta Chi Fraternity.
3. The Associate Member Ceremony of The Delta Chi Fraternity shall be conducted for the associate members within one week of accepting a bid.

B. Termination

1. An affirmative majority vote of the student members of the chapter is required to terminate the membership of an associate.
2. Such vote may be recommended by the associate member counselor or any other member that deems such a vote to be necessary.

C. Requirements

1. A man must have at least a 2.25 GPA on a 4.0 scale to be issued a bid. He must maintain that average to be initiated. A high school GPA of a 2.8 will be sufficient for first semester freshmen.
2. Unless waived by the chapter, an associate must complete the associate member program to be initiated.

D. Prohibition of Hazing - No undergraduate chapter or colony, nor any student member or associate member of any undergraduate chapter or colony, shall engage in the hazing of any associate member or initiated member at any time.

E. Definition of Hazing - "Hazing" is any action or situation created whether on or off fraternity or campus premises, which produces mental or physical discomfort, embarrassment, harassment, anxiety or ridicule, no matter how good the intent or end result.

F. Initiation

1. An associate member must receive an affirmative vote of the chapter in order to be initiated.
2. Initiation shall be in accordance with the Ritual of The Delta Chi Fraternity.
3. Any attempt to alter the Ritual in any way by any member will result in immediate motion for expulsion, if willful intent can be proved.

Article XII: Amendments

A. Chapter by-laws

1. These by-laws can only be amended in accordance with the following:
 - a. By a two-thirds (2/3) affirmative vote of the student members in good standing.

- b. A proposed amendment must be read to the chapter at a regular chapter meeting and will be automatically tabled until the next regular chapter meeting.
- c. The member proposing the amendment must be present to take it from the table for consideration.
- d. If a motion is not taken from the table at the next regular chapter meeting, it will automatically fail.

B. Written Programs

- 1. With the exception of the Associate Member Program and the Recruitment Program may be amended by a majority vote by the chapter or by a two-thirds vote of the committee responsible for the written program.
- 2. The Associate Member Program and the Recruitment Program may only be amended by a majority vote by the chapter or by a two-thirds vote of the executive committee.

C. Conflict

- 1. These by-laws can in no way conflict with Delta Chi Law. If a conflict arises, Delta Chi Law supersedes these by-laws and the offending language in these by-laws is automatically declared null and void.
- 2. The "C" is responsible for reviewing Delta Chi Law prior to the adoption of any amendment to these by-laws in order to ensure that there are no conflicts.

CERTIFICATION:

This is to certify that the _____ Chapter of The Delta Chi Fraternity, chartered on the campus of _____ acknowledges adoption of these by-laws.

Dated this _____ day of the month of _____, 19_____.

_____ "A"

_____ "C"

_____ "BB"

_____ ABT President

Chapter Seal Here