

## PREAMBLE

Believing that where there is law there is liberty, we the members of Gamma Upsilon Chapter of the Sigma Chi Fraternity do establish these By-Laws for the government of our chapter, and solemnly promise to obey them. We also hereby understand and acknowledge that in addition to our governing By-Laws, we are subject to those laws, policies, and regulations established by Sigma Chi Fraternity; the Mississippi State University Interfraternity Council; the Southeastern Interfraternity Conference; the North American Interfraternity Conference; the city of Starkville, Mississippi; and the State of Mississippi.

## ARTICLE I. MEMBERSHIP

### Section A: Pledgeship

1. No person shall be pledged to membership of the Sigma Chi Fraternity except by unanimous vote of the members of the active chapter to which he may have been proposed.
2. All pledges shall be required to pay fees as described in appendix and any other assessment they should acquire.
3. Every pledge of the Fraternity shall pay the Chapter Quaestor at the time of pledging (or repledging) or within ten days thereafter, a pledging fee required by Nationals and a fee described in the appendix for the use of benefits of the general fraternity.
4. Pledges shall not be allowed to wear or use the Greek letters, the Fraternity Badge, or the Fraternity Crest and may only use the fraternity name when it is written out with the exception of paraphernalia worn during athletic events unless on an all pledge team or party shirts.
5. No pledge shall be initiated unless all balances are paid

### Section B: Depledging

1. No pledgeship shall be broken except by a 20% vote of the active chapter.
2. Any pledge may have a Pledge Advisory Board called on him at any time during his pledgeship by five active members of the chapter. A written request for the P.A.B. should be turned in to the Magister. Any three of the actives should form the advisory board. The pledge will be voted on by the chapter two weeks after the pledge has been called before P.A.B. The P.A.B. must meet within 72 hours after it has been called. If not, vote will be postponed one week.

Voting procedure will be:

First box- consist of three – two minute discussions (20% negative vote of the active chapter to fail)

Second box- consist of unlimited discussion (20% negative vote of active Chapter to fail)

If a pledge fails second box he must drop his pledgeship. The same voting procedure should be used for mid-term vote, when the Mid-term grades are received; and a final semester vote at the last chapter meeting.

### Section C: Initiation

(See Governing Laws, Sigma Chi Fraternity, Executive Committee Regulations, Sections 3.04.1-3.17.2)

1. No person shall be initiated into membership unless the chapter has electronic certification that said person has maintained a 2.25/4.00 average or better, in all subjects by midterm of the semester of initiation and is enrolled in at least 12 university hours in the semester of initiation.
2. No person shall be initiated into membership as an undergraduate unless he has received instruction under the direction of the Magister and has passed the Official Pledge Examination and after certification in writing from the Grand Praetor that the person desiring initiation has passed said examination.
3. Every pledge who has qualified for initiation, shall pay the Quaestor, prior to initiation, the chapter initiation fee described in the appendix. Every pledge wishing to be eligible for initiation must also hold a zero balance in his chapter account.
4. Initiation shall take place during each scholastic semester, at such time as the chapter shall also decide if there are eligible candidates at the time.
5. The chapter shall also decide the time for any special initiations.

### Section D: Affiliation

1. Any member of another chapter of Sigma Chi Fraternity may affiliate with Gamma Upsilon Chapter, only after written confirmation from both the college or university which he previously attended and his original chapter have been received, stating that the member in question left in good standing, financially and otherwise.
2. An affiliated member is subject to all the provisions of the by-laws of Gamma Upsilon Chapter.
3. A member of the Sigma Chi Fraternity who enters Mississippi State University may become affiliated with Gamma Upsilon Chapter by the unanimous vote of the chapter.

### Section E: Chapter Inactivity

1. All actives who have paid for eight semesters full bills, including the semester he pledged, will have the option to remain fully active or be placed on the financial alumni roll.
  - a. Those who chose to remain fully active will retain full privileges including voting rights and the ability to hold office. However, these members shall pay the social and meal portion of the bill only.
  - b. A person assuming a financial alumni roll may not vote or hold office, but shall be fined for conduct unbecoming of a Sigma Chi.
2. If an Active can not meet his financial obligations, he will appear before the Finance Committee, see Article V. Section E.
3. Any Active that gets married, may choose to be on the financial alumni roll if he so chooses.
4. Chapter inactivity will only be recognized in extreme cases. If a person wants to go inactive, he must appear before the Standards Committee. The Standards Committee shall determine if an Active has the right to go inactive. Once an Active goes inactive, he must remain inactive for at least one full semester. If an active member that did not report to standards before inactivity desires to regain active status, he must report to Standards for readmittance.

## ARTICLE II. MEETINGS

### Section A: Chapter Meetings

1. A regular meeting shall be held weekly on Monday evening at 6:00 p.m. Any deviation from this schedule shall be announced by the Consul in writing at least 24 hours prior to the regular meeting
2. Special meetings may be called by the Consul whenever he deems it necessary. A special meeting must be called by the Consul if all the members of the Executive Committee so request. An absence from a meeting deemed mandatory by the Consul such as Formal Rush, Bid Session, Chapter Retreat, Initiation, etc. will be subject to a fine.
3. All regular chapter meetings shall be conducted according to the provisions of Division I in the Ritual of the Sigma Chi Fraternity. Procedures not covered in the Ritual shall be conducted according to the parliamentary procedures stated in Roberts Rules of Order.

#### Section B: Attendance

1. It is mandatory for all members to attend the regular chapter meetings, unless having a legal excuse as hereinafter prescribed.
2. Attendance at all special meetings (Sec A:2) is mandatory unless having a legal excuse hereinafter prescribed.

#### Section C: Excuses and Fines for Absences

1. Excuses for absences from special meetings must be granted by a disciplinary committee. Said committee will have the sole discretion of excusing absences from special meetings. A list of those absent will be posted weekly. Persons not coming before or not presenting excuses to said committee at its scheduled meeting following their absence will be fined at the discretion of the disciplinary committee.
2. Attendance will be taken on a 1 2 3 4 scale (freshman, sophomore, junior, senior) each semester. Any further unexcused absence will result in a \$25 fine per absence.
3. A brother absent from an Initiation Ceremony or the first night of initiation without a legal excuse will be referred to the disciplinary committee. The fine for missing the first night of initiation will be \$75 and the fine for missing the initiation ceremony will be \$100.
4. One fined by the disciplinary committee shall have the right to appeal the committee's decision to the Standards Committee. This is with the understanding that a written or verbal excuse has been submitted to the committee. He will be excused only by a majority vote of the Standards Committee.
5. A record of fines imposed for the absence shall be kept by the Quaestor and shall be indicated on the first subsequent monthly bill.
6. Any brother who is delinquent in the payment of fines shall be subject to the provisions concerning nonpayment of bills as set forth in Statue No. 7, Section 7.02 of the Governing Laws of the Sigma Chi Fraternity, and the fine will double each month it remains past due. The fine payment will be separated from the normal dues payment.

#### Section D: Voting

1. All Chapter members shall have a vote except as herein after provided. Those members assuming a financial alumni roll and alumni shall have a voice but no vote in chapter meetings.
2. Voting shall be by acclamation; and a majority vote shall decide all questions unless otherwise provided by law. Any three members may demand a secret ballot. The Consul shall vote only to break a tie.
3. There shall be no voting by proxy.

4. The voting rights of any member of the chapter may be suspended for any period for conduct contrary to the provisions of Statue No. 4, Sections 3.18 and 3.19 of the Governing Laws of the Sigma Chi Fraternity. Furthermore, at the time of voting any member financially delinquent the sum of \$50.00 loses his right to voice or vote, unless granted permission by the Finance Committee.
5. The Consul shall be assisted in the counting of secret ballots by the Pro Consul and Annotator.
6. New Initiates must fulfill the PIT requirements before being allowed to vote. Failing to do this within a month after initiation, the new initiate will be placed on social probation. There will also be a fine levied for each meeting missed. (See Appendix)

#### Section E: Sweetheart

1. Sweetheart court shall be chosen by a secret vote of the active chapter the following meeting after the nominations are opened.
2. Requirements for nomination to sweetheart are:
  - a. She must be a student for her entire term
  - b. She must serve for one year

### ARTICLE III. OFFICERS

#### Section A: Chapter Officers

1. The officers of the Gamma Upsilon Chapter shall be those prescribed in the Sigma Chi Ritual, and in addition, such officers as are necessary to perform the administration of the chapter.
2. Only fully active members and fully active alumni may hold office.
3. The following officers shall be elected by the chapter at the beginning of the fall semester, with the Recruitment Chairmen being elected after IFC has conducted all of its designated recruitment activities for the Fall semester.
  - a. Recruitment Chairmen
  - b. Derby Daddy
  - c. Risk Manager
  - d. T-Shirt Guru
  - e. Scholarship Chairman
4. The following offices shall be elected by the chapter towards the end of the fall semester, with elections taking place on the first Monday in November.
  - a. Consul
  - b. Pro Consul
  - c. Quaestor
  - d. Magister
  - e. Annotator

- f. Social Chair
  - g. Chaplain
  - h. Kitchen Steward
  - i. Kustos
5. The following assistant positions should be elected at the beginning of the fall semester.
- a. Assistant Rush Chairmen (3)
  - b. Assistant Magister (2)
  - c. Assistant Quaestor (1)
  - d. Assistant Derby Daddy (2)
  - e. Assistant Social Chairman (1)
  - f. Assistant House Manager (2)
  - g. Assistant T-Shirt Guru (1)
6. The following offices shall be elected by the chapter at the end of the spring semester.
- a. House Manager
7. The above offices should all serve one year terms unless certain circumstances should require their term to be severed or extended.

#### Section B: Nominations

1. The nominations of officers will be open to the chapter at least one week prior to any election and preferably two weeks prior to any election. The nominations of officers will remain open the night of the elections.

#### Section C: Appointed Officers

1. The consul shall appoint such officers as he deems necessary, subject to the approval of the Executive Committee.
2. The Consul shall appoint the following officers subject to approval of the Executive Committee:
- a. Alumni Relations Chair
  - b. Community Service Chair (may be a co-position)
  - c. Intramurals Chair (may be a co-position)
  - d. Public Relations Chair
  - e. Tribune
  - f. Webmaster
  - g. IFC Rep
3. The above offices should all serve one year terms unless certain circumstances should require their term to be severed or extended.

## Section D: Removal Procedures

1. Officer Impeachment
  - i. Any officer will be declared vacant and the brother impeached by a two-thirds (2/3) vote of the active chapter only after charges have been openly preferred against the officer by a member of the chapter one week prior to the meeting at which the impeachment vote is to be taken.
2. Assistant Removal
  - a. Any officer may remove their assistant, with consent of the Executive Committee, provided that that individual is not adequately fulfilling his obligations as an assistant officer.

## Section E: Officer Living Quarters

1. At least 2 of the following: Consul, Pro Consul, Quaestor, Annotator, Magister, House Manager and Risk Manager must live in the house. If this is not accomplished all 7 of these officers will be fined \$100.

## Section F: Officer's Compensation

1. The Consul shall receive free room and board and no monthly bill during his tenure as Consul.
2. The Pro Consul shall receive a \$500 per semester credit to his bill during his tenure as Pro Consul. Additionally, the Pro Consul shall receive a fifty percent reduction in his room and board rate during his tenure of office should he decide to live in the fraternity house.
3. The Quaestor shall receive free room and board and no monthly bill during his tenure as Quaestor.
4. The Magister shall receive a \$500 per semester credit to his bill during his tenure as Magister. Additionally, the Magister shall receive a fifty percent reduction in his room and board rate during his tenure of office should he decide to live in the fraternity house.
5. The Annotator shall receive a \$250 per semester credit to his bill during his tenure as Annotator. Additionally, the Annotator shall receive a fifty percent reduction in his room and board rate during his tenure of office should the Magister decide to not live in the fraternity house, the Annotator will receive the discounted room.
6. The Rush Chairmen shall receive a \$500 per semester credit to their bills during their tenure as Rush Chairmen
7. The Social Chairman shall receive a \$250 per semester credit to his bill during his tenure as Social Chairman.

8. The House Manager shall receive a \$500 per semester credit to his bill during his tenure as House Manager.
9. The Risk Manager shall receive a \$250 per semester credit to his bill during his tenure as Risk Manager.
10. The Derby Daddy shall receive a \$250 per semester credit to his bill during his tenure as Derby Daddy.
11. The Kustos shall receive \$250 per semester credit to his bill during his tenure as Kustos.
12. Compensation payments will be made only during the said officer's elected term of office. No compensation will be paid on any part of a month, only on full one month periods. Said officer must take office before the 15<sup>th</sup> of the month in order to receive compensation for that month.
13. The Consul shall have the duty of reviewing the performance of the chapter officers. If an officer is not performing their duties adequately, the Consul shall give the officer a warning. After a warning is made and no attempt of change has been made, the Consul, with approval of the Executive Committee, may remove an officer's compensation for a given month.

#### Section G: Officer's Duties

1. Consul
  - a. Conduct all Chapter business in an efficient and orderly manner.
  - b. Preside over and run the Chapter meeting in an efficient and orderly manner.
  - c. Attend, or delegate an individual to attend all events in which the Chapter must be represented. These events include University meetings, IFC meetings and activities, meetings with the Office of Student Life, etc.
  - d. Work with the Pro Consul to ensure that all other Chapter Officers are fulfilling their obligations.
  - e. Review the performance of the officers within the chapter, and if an officer is not fulfilling his duty according to the by-laws, the consul has the right to take away an officer's compensation according to the by-laws.
  - f. Meet with each newly elected officer personally, and give the officer a written explanation of his duties, at this time, the consul shall discuss any personal goals that he wishes the new officer to carry out within the responsibility of his office.
2. Pro Consul
  - a. Preside over and run a weekly Executive Committee Meeting, to be held before the weekly chapter meeting.
  - b. Organize and facilitate Executive Committee retreats/workshops, one of which should be held at the beginning of each semester.
  - c. Conduct an informative and effective Post Initiation Training

- d. Prepare the annual Peterson and Stephen D. Lee award applications as well as the semi-annual reports.
- e. Ensure that all other Chapter Officers are fulfilling their duties in compliance with the Peterson Award Guidelines.
- f. Be responsible for the running of the disciplinary committee. The membership of the committee shall be determined by the annotator according to the current by laws.

### 3. Quaestor

- a. Post the chapter's accounts receivable
- b. Prepare a budget, with the help of the executive committee, finance committee, and the advisor at the beginning of his term for the next calendar year (and at the beginning of the fall semester to plan for the new fiscal year).
- c. Try to stay within budget when the chapter approves a function/motion where funds are not appropriated for within the motion, or there are not enough funds in the chapter account. In addition it is his duty to inform the chapter if this occurs.
- d. Prepare a financial report for the consul and other officers by the 2<sup>nd</sup> executive meeting each month. The report shall list the amounts spent and budgeted for the past month and a year to date total so that each officer can see how he is keeping to his budget. This report, in summary, is then delivered to the undergraduate chapter.
- e. Prepare a list of the accounts receivable and accounts payable and any other information as needed by the consul or advisor.
- f. Serve as director of the finance committee. The committee shall meet at least once a month to aide in the financial processes of the chapter.

### 4. Recruitment Chairmen

- a. Organize and facilitate activities to recruit new members in accordance with the principles of Recruitment 365.
- b. Communicate constantly with potential new members through the use of phone calls, email, letters, and other media.
- c. Prepare an annual budget, with the help of the Quaestor, for recruitment activities.
- d. Attend all IFC organized recruitment activities.
- e. Conduct all recruitment activities in accordance with IFC policies.

### 5. Annotator

- a. Keep roll and take minutes during chapter meeting.
- b. Keep the by-laws up to date.

- c. Keep a copy of the by-laws in the library at all times, in addition to the by-laws, the annotator shall write each motion passed in chapter meeting in a book of minutes to keep in a place in the chapter house so that members can have access to the material during most of the day.
- d. Be responsible for the running of the standards committee. The membership of the committee shall be determined by the annotator according to the current by laws.

6. Magister

- a. Conduct an efficient and meaningful pledge program that is in accordance with the local and national governing laws of the fraternity and in accordance with the laws of the University and IFC. As pledgship should be a process of learning, inspiration, and achievement, all pledge activities should be aimed at avoiding degradation and humiliation.
- b. Submit a detailed outline of the semester pledge program, in accordance with the *Guidelines for Fraternity New Member Education at Mississippi State University*, to IFC at least two weeks prior to the conduction of any new member activities.
- c. Comply fully with any additional measures of the *Guidelines for Fraternity New Member Education at Mississippi State University*, as published by the Mississippi State University Office of Greek Life.
- d. Ensure that the Assistant Magisters are bringing value to the pledge process.

7. Kitchen Steward

- a. Work with the Kitchen Ladies, Quaestor, Executive Committee, Kitchen Assistants, and the Food Service Provider to generate a profit from the kitchen each month.
- b. Assist the Kitchen Ladies by overseeing the daily operations of the kitchen.

8. House Manager

- a. Keep the fraternity house in immaculate condition by directing its general maintenance and organizing the repair of any damaged material.
- b. Maintain contact with the House Corporation, letting them know the condition of the property.
- c. Work with the Quaestor to keep house repairs and general purchases within budget.
- d. Work with the House Corporation in regards to repairs that are not to be paid for with the general funds of the Chapter.

9. Social Chairman

- a. Plan the social functions within the budget agreed on by the social chairman and Quaestor with the approval of the executive committee and chapter
- b. If the social chairman wishes to plan an unbudgeted function without an assessment from the Quaestor, he must first get approval from the Quaestor to see if funds are available for the proposed function.
- c. The social chairman, along with the social committee shall choose the bands for the social events.

10. Derby Daddy

- a. Along with his committee, the Derby Daddy shall try to raise at least \$30,000 for the chosen charity.

11. Chapter Editor

- a. Write and send an article to The Magazine of Sigma Chi on the given topic of the issue.

12. Public Relations

- a. The collection and distribution of the mail of the chapter (if asked by the consul or Quaestor).
- b. Responsible for writing chapter correspondence as needed by the chapter officers.

13. Alumni Relations Chair

- a. Must maintain the alumni record on the computer and keep them up-to-date.
- b. Must prepare and send out at least one special letter to Alumni each semester (invitations to homecoming, derby day, etc.).

14. Risk Manager

- a. Responsible for guest list for all parties.
- b. Responsible for getting security and deciding how the door will be worked at all parties.
- c. Make sure that the chapter follows the guidelines of the Risk Management Foundation.

15. Kustos

- a. Guard the door
- b. Challenge every person entering chapter meeting late.

16. Scholarship Chair.

- a. Maintain the chapter test file.
- b. Responsible for conducting pledge study hall with assistance of the Magister.

17. Community Service Chair

- a. Keep the chapter informed on current community and on campus service opportunities
- b. Organize several chapter community service events per semester.

18. Intramural Chair

- a. Responsible for keeping the chapter informed on all current intramural sports activities on campus.

19. Chaplain

- a. Responsible for coordinating chapter church and other religious activities of the chapter.

20. T-Shirt Guru

- a. Responsible for designing, ordering, and distributing all t-shirts that have been purchased through the chapter.
- b. All shirts made must be appropriate in taste and language

21. Webmaster

- a. Responsible for maintaining the chapter web page.

22. IFC Rep

- a. Responsible for attending all IFC functions where he is required in accordance with the IFC Constitution.

## ARTICLE IV. COMMITTEES

### Section A: Committees

1. There will be the following standing committees:
  - a. Executive Committee
  - b. Discipline Committee
  - c. Recruitment Committee
2. There will be the option for the following standing committees:
  - a. Finance Committee

- b. Scholarship Committee
  - c. Pledge and Ritual Committee
  - d. Social Committee
  - e. House and Grounds Committee
  - f. Alumni Relations Committee
  - g. Public Relations Committee
3. The consul shall ensure that standing committees meet at least once per month. The committee chairman shall be responsible for the date, time and location of meeting and informing all members of the meeting. No committee shall meet without quorum (3/5).

#### Section B: Executive Committee

1. The executive committee will consist of the pro consul as chairman, the annotator as recording secretary, and all committee chairmen. The executive committee will have as ex-officio members, the present Consul and immediate past Consul, if still fully active.
2. The executive committee shall meet once a week for the purposes of assisting the Consul in the planning and fulfillment of a well-rounded active chapter program.
3. The executive committee voting members will consist of the pro consul, annotator, Quaestor, Magister, social chairmen, rush chairman, house manager, alumni relations chairman, and the consul. These shall be the only voting members.
4. Unexcused absences from executive committee meetings will carry a fine. (see appendix)

#### Section C: Disciplinary Committee

1. There shall be a disciplinary committee composed of at least two seniors, two juniors, two sophomores (one senior, two juniors, two sophomores, and one freshman during the spring semester), all appointed by the Annotator and approved by the Consul.
2. A complaint can be registered with any committee member.
3. The testimony will be given in secret, or can be written anonymously. However, at least one committee member must know the witness' identity to facilitate further questioning during the grand jury hearing.
4. During the hearing, the committee will ask questions of the accused to determine innocence or guilt.
5. The committee will go into secret deliberation on the issue of guilt or innocence.
6. If guilt is determined, deliberation will continue on the severity of the penalty.
7. All penalties can be overridden by an appeal of the guilty to the active chapter by a 2/3 majority vote.
8. Punishments: If the Brother(s) is found to be guilty, the punishment shall be assigned by offense. The Judicial Board will levy a first offense punishment from their first tier unless the incident is of a serious nature to warrant the initiation of trial board proceed-

ings. On a second offense, the Judicial Board shall assign punishment (as many as Judicial Board sees fit) from the second tier, etc. Each time a brother is brought before the Judicial Board during his undergraduate membership, he shall be given a higher tier of punishment even if the incident is different in nature.

Tiers:

- First Tier:
  - i. Verbal reprimand accompanied by a signed agreement which specifically states that the guilty party(ies) will not engage in the prohibited activity again.
  - ii. If necessary, an acceptable letter of apology shall be written by the Brother(s) involved in the incident approved by the Judicial Board Chairman and the Consul.
  - iii. The brother will not be allowed any unexcused absences from chapter meetings.
  - iv. Social probation up to 6 months.
  
- Second Tier:
  - i. The Brother will be required to stay sober at the next social event.
  - ii. The Brother will not be allowed any unexcused absences from chapter meetings.
  - iii. Social Probation up to 6 months
  - iv. Verbal reprimand accompanied by a signed agreement which specifically states that the guilty party(ies) will not engage in the prohibited activity again.
  - v. The brother will lose his vote on chapter issues for the remainder of the semester.
  - vi. The Brother will not be allowed to consume alcohol in the Sigma Chi chapter house.

- Third Tier:
  - i. The brother will be placed on full social probation for the remainder of the semester and may be extended into the next semester as approved by the Judicial Board.
  - ii. The Brother will not be allowed to consume alcohol in the Sigma Chi chapter house.
  - iii. The Brother will not be allowed any unexcused absences from chapter meetings.
  - iv. The Brother will be required to participate in at least three pledge functions throughout the semester. (Not including brotherhood retreat)
  - v. Verbal reprimand accompanied by a signed agreement which specifically states that the guilty party(ies) will not engage in the prohibited activity again.
  - vi. The brother will lose his vote on chapter issues for the semester.
  - vii. The brother will not be allowed to play intramural sports for the chapter.
  
- Fourth Tier:
  - i. The brother will be placed on full Chapter probation for the remainder of the semester and by be extended into the next semester as approved by the Judicial Committee, which includes the following:
  - ii. The brother may not attend any Sigma Chi, Gamma Upsilon events. (These include but are not limited to socials, philanthropies, parties, tail-gates, brotherhood events, intramural sports, etc.)
  - iii. May not attend chapter. (Unless otherwise approved by the Judicial Chairman)
  - iv. May not live in or be around the Gamma Upsilon Sigma Chi House at any time.
  - v. Failure to comply with this may result in an additional semester of chapter suspension and a possible recommendation for expulsion.

- vi. Verbal reprimand accompanied by a signed agreement which specifically states that the guilty party(ies) will not engage in the prohibited activity again.
  - vii. If necessary, an acceptable letter of apology shall be written by the Brother(s) involved in the incident approved by the Judicial Board Chairman and the Consul.
- Fifth Tier:  
The chapter will initiate conduct expulsion proceedings pursuant to Statute No. 7 of the Sigma Chi Statutes
  - The preceding tier structure may be altered for specific judicial board cases, at the decision of the Judicial Board. (for Example: Adding an additional sober sig date may be added)

#### Section D: Recruitment Committee

1. The recruitment committee shall be appointed by the Recruitment Chairmen, subject to the approval of the Consul. It shall consist of the three elected assistant recruitment chairmen and twelve other members of the active fraternity membership, preferably with an even distribution from all differing personalities.
2. The recruitment committee has the sole authority to issue summer bids to any young men who will be going through Fall IFC Recruitment. These bids will be awarded during special bid sessions, with one session in late April towards the end of the semester and other sessions being held after each summer rush function. Additional chapter members may attend these special bid sessions but the members of the recruitment committee must be present.
3. No rushee brought up for a bid may be cut by the recruitment committee. The recruitment committee can only award bids and nothing further.
4. The Consul shall administer these special bid sessions.
5. The recruitment committee will also plan and execute all recruitment functions. It will inform the chapter of the recruitment plan at the last chapter meeting of the school year to go into effect for the oncoming summer.

#### Section E: Finance Committee

1. The finance committee shall consist of the Quaestor, the Consul, the Chapter Advisor, and three other members appointed by the Quaestor.
2. It shall meet at least two weeks prior to the first chapter meeting of each fall term to consider and prepare a budget. The budget must be presented to the chapter at

the first chapter meeting of the fall term and will only be legal after approval by a majority vote of the chapter.

3. The finance committee will require the appointment of a qualified person, preferably a certified public accountant, to audit the accounts of the Quaestor. The accounts will be audited at the termination of each quaestor's term of office or as often as the committee shall direct. The accounts must be audited at least once each school year.
4. The committee shall require that the Quaestor submit a copy of the budget and of all audits to the chapter, the advisor, the house corporation, and the general headquarters' office of the fraternity.
5. The finance committee shall require that the Quaestor submit in approved accounting form, a written statement of profit and loss and expense breakdown at the monthly meetings.
6. The committee shall require that the Quaestor submit to the chapter advisor, the house corporation, and the executive committee a yearly financial summary of operations for the entire school year; this report must be prepared and distributed no later than July 1 of each year.
7. The finance committee shall be responsible for the financial policies of the chapter and its fulfillment, and in addition any brother who does not abide by the provisions mentioned in these by laws or hereinafter mentioned for the payment of bills to the chapter shall be subject to such disciplinary action as the finance committee deems best.

#### Section F: Scholarship committee

1. The scholarship committee shall be appointed by the scholarship chairman subject to the approval of the Consul. The scholarship chairman will be chairman of the scholarship committee.
2. The committee shall construct such a program of scholarship which will be beneficial to both the pledges and active brothers.

#### Section G: Pledge and Ritual Committee

1. The pledge and ritual committee shall be appointed by the Magister, subject to the approval of the Consul. The Magister will be chairman of the pledge and ritual committee.
2. The pledge and ritual committee shall have complete charge of all initiation paraphernalia, the construction of such, and its removal, and shall assist the Consul and the Magister in any duties which may pertain to ritualistic action.

#### Section H: Social committee

1. The social committee shall be appointed by the Social Chairman, with the approval of the Consul. Five permanent members of the committee shall be the Rush Chairman, Quaestor, Derby Daddy, T-shirt Chairman, and Risk Management Chairman. The chairman of the committee shall be the social chairman. The number of the committee shall be at least six people, or as many as the Consul and Social Chairman deem necessary.
2. The Social committee shall plan at the beginning of each school year a tentative social program for the entire year. It shall also be the duty of the social committee, after being informed of the allotment provided in the budget as developed by the finance committee, to present in writing a tentative budget for each social event planned, which shall become a part of the permanent files of the chapter.
3. The social committee and the Risk Manager shall discuss the risk-management plan for all parties.

#### Section I: House and Grounds Committee

1. The committee shall be appointed by the house manager and approved by the Consul
2. The house manager shall be the head of the committee and the committee shall be made up of a yard manager and three members.
3. The committee shall keep the living area of the house in good condition, work with campus landscape or landscape service to keep the grounds in good condition, work with house corporation on major repairs, and any other issues.

#### Section J: Alumni Relations Committee

1. The Alumni Relations committee shall be appointed by the alumni relations chairman and approved by the Consul
2. The committee's duties shall be: to maintain a correct alumni mailing list, to formally invite all alumni to chapter functions, to be a liaison between the chapter and nearby alumni chapters and associations, plan alumni relations programs, plan yearly recognition dinner for house corporation and chapter advisor, work with social committee on alumni portion of homecoming activities, and assist in the program of chapter publications
3. The alumni relations committee shall publish three Steel Jacket Sigs per year.

#### Section K: Public Relations Committee

1. The committee shall be appointed by the public relations chairman and approved by the Consul.
2. The committee's duties shall be: to analyze, develop, and promote a program of extracurricular activities among the brothers; to maintain an activities board on all brothers and pledges; to maintain close contact with student offices; to develop other

functions which will bring Sigma Chi in a favored position in the minds of the campus.

3. The committee shall also inform the chapter of opportunities of involvement on campus.
4. The campus involvement chairman shall be the chairman of the committee and the committee shall be made up of the intramural chairman, Pro-Consul, and three members.

#### Section M: Special Committees

1. The executive committee shall, at the suggestion from either the Consul or the active chapter, authorize the appointment of any special committees.

### ARTICLE V. FINANCES

Section A: Refer to the Gamma Upsilon Chapter of the Sigma Chi Fraternity/Member Dues Agreement on [www.greekbill.com](http://www.greekbill.com) for rules, procedures and fines

#### Section B: Expenditures

1. Any officer or committee chairman or active or pledge desiring to spend money must have the approval of the Quaestor or Consul before he may be authorized for that expenditure.

#### Section C: Loan Authorization

1. If the Consul, Quaestor, and Chapter Advisor deem it necessary, they may borrow money from the bank for whatever purpose they see fit.

### ARTICLE VI. CONDUCT OF MEMBERS AND ASSOCIATES

#### Section A: Conduct Guidelines

1. (Sigma Chi Constitution, Article VIII, Section 2(a).) Gambling, in the chapter house, bringing immoral persons to or harboring them within the chapter house, and bringing into or possessing or using within the chapter house intoxicating liquor as a beverage shall be prohibited. This provision shall apply to all members of the Fraternity and to the pledges.

2. Any violation of the foregoing ruling shall be subject to the disciplinary action of the discipline committee including, but not limited to, social suspension.
3. No drugs or paraphernalia (drugs defined by Mississippi State University) will be used or possessed on the chapter grounds, at any chapter activity, or at any chapter function. Any brother or pledge violating the rule will face expulsion from the chapter and from the Sigma Chi Fraternity.
4. All misbehavior must be examined by the Disciplinary Committee. The Disciplinary Committee has the right to issue fines. Certain acts of misbehavior may bypass the Disciplinary Committee and be directed straight to the Standards Committee

#### Section B: Standard Fines for Misbehavior

1. A brother caught littering on the grounds or in the parking lot shall be subject to a minimum fine of \$5.00 at the discretion of the disciplinary committee and cleaning up the litter.
2. A brother caught drinking out of a can in the house or on the grounds will be fined \$15.
3. A brother caught with glass bottles in the house or on the grounds will be fined \$25.
4. Any brother caught intentionally breaking glass windows, bottles, mirrors, light bulbs, or any other glass object on Sigma Chi property is subject to a fine of \$100.
5. Any brother with alcohol in the house during formal rush will be fined \$300.
6. Any brother caught bringing a cooler into the house between the hours of 9:00 p.m. and 6:00 a.m. will be fined \$75. A brother may also be fined \$75 for bringing a cooler into the house during times declared illegal by the executive committee. It is the active's responsibility to learn of any illegal times around social activities or other special circumstances.
7. Any brother caught stealing shall be subject to a fine determined by the Standards Committee with a maximum punishment of expulsion from the Fraternity.
8. There will also be fines for each of the following.
  - b. \$200 for breaking into the kitchen. The brother in violation in this case will also be referred to the Standards Committee.
  - c. \$25 for parking in the yard or in the driveway of the dumpster or in the housemother's/consul's parking place.
  - d. \$50 for missing a formal rush party.
  - e. \$200 for improper use of the fire alarm or the fire extinguishers or smoke detectors. A brother will also be referred to the Standards Committee.
  - f. \$25 for smoking in the house.
9. Intentional destruction of house property will result in a fine set by the disciplinary committee as a percentage of the total cost to repair the damage plus the cost of the damage and a two week suspension from fraternity functions.

10. One fined by the disciplinary committee shall have the right to appeal the committee's decision to the Standards Committee. This is with the understanding that a written or verbal excuse has been submitted to the committee. He will be excused only by a majority vote of the Standards Committee.
11. A record of fines imposed for the absence shall be kept by the Quaestor and shall be indicated on the first subsequent monthly bill.
12. Any brother who is delinquent in the payment of fines shall be subject to the provisions concerning nonpayment of bills as set forth in Statue No. 7, Section 7.02 of the Governing Laws of the Sigma Chi Fraternity, and the fine will double each month it remains past due. The fine payment will be separated from the normal dues payment.

#### Section C: Other Fines for Misbehavior

1. Fines or punishment may also be levied by the disciplinary committee for actions unbecoming a Sigma Chi or any action that puts the chapter at risk of punishment by the university, legal actions, or embarrassment
2. All fines not predetermined in amount shall be left to the judgment of the Disciplinary committee as to the amount of the fine.
3. One fined by the disciplinary committee shall have the right to appeal the committee's decision to the Standards Committee. This is with the understanding that a written or verbal excuse has been submitted to the committee. He will be excused only by a majority vote of the Standards Committee.
4. A record of fines imposed for the absence shall be kept by the Quaestor and shall be indicated on the first subsequent monthly bill.
5. Any brother who is delinquent in the payment of fines shall be subject to the provisions concerning nonpayment of bills as set forth in Statue No. 7, Section 7.02 of the Governing Laws of the Sigma Chi Fraternity, and the fine will double each month it remains past due. The fine payment will be separated from the normal dues payment.

#### Section D: Brother Requirements

1. All active members must maintain a semester GPA of a 2.5/4.00. If said active doesn't meet this standard, he will go before scholarship committee and judiciary board. Said active will be put on social probation for one function. Any active below a 2.0/4.00, will miss one date party and one swap. Any active below 1.5/4.0 will be sent to J Board for further discipline
2. All active members must obtain a minimum of 3 community service hours each semester. If said active does not complete the hours, he will be subject to fines decided on by the judiciary board.

## ARTICLE VII. HOUSE OCCUPANCY AND CHAPTER HOUSE RULES

### Section A: Chapter House Rules

1. Any property unintentionally destroyed or defaced through carelessness or negligence of any active member or pledge or their guest, shall be replaced by that member or pledge.
2. The Discipline Committee Chairman (Annotator), along with the assistance of the House Manager, Risk Manager, and the remaining members of the Executive Committee are responsible for enforcement of the rules of the house. Violations of these rules shall be reported to the Discipline committee.
3. The Disciplinary Committee shall have the power to levy unlisted fines.
4. No dogs or cats or pets shall be permanently kept at the chapter house or grounds, by any active whether living in the house or not.
5. House Occupants must comply to those terms of conduct stated in their contract.
6. All visitors shall comply with all rules as stated above.

### Section B: House Occupancy

1. The fraternity house shall always remain occupied to capacity (48) in accordance with the following guidelines:
  - a. Actives from the most recently initiated Fall and Spring pledge classes shall live in the house.
    - i. Associate members will be required to sign a contract during their pledgship stating that, if initiated, they will be required to pay for a room in the house for the subsequent school year.
  - b. Officers
    - i. Officers obligated to live in the house must do so.
    - ii. Additional officers are encouraged to live in the house.
    - iii. Officers who are required to live in the house must meet the financial requirements of residence or be subjected to impeachment.
    - iv. Officers who volunteer to live in the house will be required to sign a contract declaring that they will be required to pay for a room in the house for the subsequent school year.
  - c. Additional actives who voluntarily choose to live in the house.
    - i. All actives who choose to voluntarily live in the house will be required to sign a contract declaring that they will be required to pay for a room in the house for the subsequent school year.

- d. If the house cannot be filled via the terms of the above sections, the draft will be implemented as described below until the house is filled to capacity.
    - i. Actives will be assigned to rooms starting with the active who had the lowest cumulative GPA at the end of the last completed semester, and moving up to the member who had the highest cumulative GPA at the end of the last completed semester. (The GPA for the semester within which the application for housing is made will not be considered in determining room assignments.)
    - ii. All drafted actives will be required to sign a contract declaring that they will be required to pay for a room in the house for the subsequent school year.
    - iii. In the condition that a drafted active does not wish to comply with its terms, the active must go inactive.
  - e. Under certain conditions, the Executive Committee may release, but is not obligated to release, persons from their obligation to live in the house.
2. The Pro Consul shall be responsible for communicating the terms of the above section to the active and associate members of the chapter. He shall also be responsible for issuing unsigned contracts and then collecting signed contracts from all future house occupants.
  3. Priority for room assignments shall be as outlined below.
    - a. Officers shall have the first priority when choosing their room.
    - b. Actives who have volunteered to live in the house shall have the second priority when choosing their room.
      - i. The active (s) who has (have) resided in the house for the greatest number of semesters shall have the second priority, with further determination, if need be, being based on cumulative GPA, with the highest cumulative GPA choosing first and the lowest choosing last.
    - c. Actives who have been selected via the draft to live in the house shall have the third priority when choosing their room.
      - i. Draftees will pick their rooms in the reverse order of which they were drafted.
    - d. Actives who were recently initiated in the Fall semester shall have the fourth priority when choosing their room.
      - i. The active of this category with the highest GPA, during their pledge semester, will choose their room first. This process will continue in order of decreasing GPA until those of lowest GPA have chosen their room.

