The Constitution of the Delta Sigma Phi Fraternity,
Alpha Iota Chapter
At The Ohio State University
Preamble

Article I - Purpose

Section 1: The Alpha Iota Chapter of the Delta Sigma Phi Fraternity at the Ohio State University. Section 2: This organization is dedicated to the change and progression of the view on fraternities at The Ohio State University. In order to fulfill this, all members will conduct themselves in accordance with The Code of Conduct for Members of Delta Sigma Phi found in the Fraternity Manual.

Section 3: This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

Article II - Membership

Membership of the Alpha Iota chapter, hence voting rights, running for office, attendance to ritualistic ceremonies, etc., will be limited to individuals who have been initiated to Delta Sigma Phi and who are still enrolled at The Ohio State University. New members (individuals who have not been initiated yet) are not allowed to attended chapter meetings do to the sensitive nature of the ceremony performed during chapter meetings. Only after all rituals have been completed will new members be allowed to join the meetings and cast their opinions and votes.

Article III - Organization Leadership

Officers will be elected annually and the election process set forth in the By-Laws of this organization will be followed. Executive Board positions of this organization are as follows;

President:
- Effectively manage chapter operations and external relations
- Provide the leadership to ensure that Fraternity, University and chapter policies are interpreted correctly and followed
- Act as a liaison between the chapter and the ACB, University, IFC and National Headquarters
- Serve as a voting member of the ACB along with the chapter Treasurer
- Preside over general assembly meetings
- Oversee an effective officer transition and education period
- Compile and submit the annual Accreditation Application

Vice President
- Ensure the chapter carries out the goals and policies of the Fraternity.
- Preside over weekly executive board meetings and coordinate the agenda for chapter meetings
- Coordinate implementation of the chapter scholarship plan with the academic chairman
- Serve as an ex-officio, non-voting member of every committee that he specifically oversees
- Preside over regular chapter meetings or ceremonial occasions in the absence of the President

Vice President of Membership Development
- Ensure the chapter members have significant developmental opportunities
- Work with the New Member Educator, Health & Wellness Chair, and Brotherhood Events chair to create meaningful and developmental events for the chapter
- Assist with retreat coordination and planning
Serve as an ex-officio, non-voting member of every committee that he specifically oversees.
Provide the chapter with updated information on upcoming leadership development programs from the university/college and the National Fraternity.

Vice President of Recruitment
- Design and oversee a productive recruitment program
- Design a year-round recruitment program
- Hold a recruitment retreat to educate members on various recruitment techniques
- Maintain and provide up-to-date recruitment literature to all chapter members and new members
- Attend The Summit for recruitment education each January

Treasurer
- Maintain an accurate bookkeeping system and a sound financial base
- Work with the ACB Treasurer and Omega Financial to accomplish the following:
  - Develop and implement an annual chapter budget
  - Maintain accurate books
  - Distribute and collect all bills from members
  - Properly enforce the chapter’s financial policies
  - Pay all debts owed by the chapter on time
  - Complete necessary government reports and tax information
- Serve as a voting member of the ACB along with the chapter President

Sergeant-at-Arms
- Maintain order within the chapter by enforcing all rules, policies and Rituals
- Act as parliamentarian at chapter meetings and functions
- Oversee Constitution and Bylaws Committee and the Standards Board
- Determine that all Ritual materials and events proceed in order and according to Ritual standards
- Ensure each member follows the Code of Conduct
- Educate all members on the Policy on Responsibility & Accountability

Secretary
- Maintain all chapter correspondence, paperwork and records
- Keep record of minutes at chapter and executive board meetings
- Work with the ACB Secretary to maintain an accurate chapter directory
- Work with the Historian, Webmaster, and Public and Greek Relations Chair
- Keep files, correspondence, and records of the chapter
- Throughout the year provide the following information to the National Headquarters

The remaining Chairmen and Offices shall be appointed by President and are as follows;

New Member Educator
- Introduce new members into our values-based brotherhood focusing on Delta Sigma Phi ideals
- Work with respective chapter advisors to conduct the New Member Education Program
- Maintain a positive New Member Education Program through prohibition of hazing that lasts no more than eight weeks
- Work with the Secretary to ensure that all new members are reported on the pledge report and that all new members fill out their membership form online

Community Service and Philanthropy Chairman
- Engage the chapter members in service work for the betterment of the community
Plan at least one service event per year in which 75% of chapter members participate
Ensure that all members and new members complete at least 10 hours of community service each year
Work with local and national service partners and philanthropies to develop and maintain relationships by participating in and hosting events

Alumni and Volunteer Relations Chairman
- Build and maintain strong working relationships between the chapter and the various alumni and volunteer advisors
- Develop and mail alumni and volunteer newsletters throughout the semester
- Keep record of alumni contact information
- Invite alumni and volunteers to chapter sponsored events
- Host special events to welcome alumni back to the chapter

Academic Chairman
- Design and oversee a successful academic program
- Develop and implement the chapter’s scholarship program
- Work with chapter members to achieve a GPA above the all men’s and all undergraduate average

House Manager
- Ensure proper upkeep and management of the fraternity house

Campus Activities Chairman
- Document member involvement and coordinate outside activities and programs related to the fraternity such as, but not limited to, Greek Week and Homecoming events

Social Chairman
- Coordinate and plan social activities with the other fraternities, sororities, and student organizations

Health and Wellness Chairman
- Provide physical and mental wellness opportunities to brothers

Historian
- Keep accurate records of the fraternity’s events and accomplishments over the course of the year

Public & Greek Relations Chairman
- Create and implement a public relations plan to create mutually beneficial relationships between the chapter and members of the campus and Greek community while maintaining a brand for the chapter and promoting events

Fundraising Chairman
- Plan fundraising events that act as a source of revenue. This position differs from the Service and Philanthropy chairman as the money is used to directly benefit the chapter rather than an outside charity

Webmaster
- Develop and maintain an up-to-date Internet presence for the chapter that accurately portrays the values and purpose of the fraternity

Brotherhood Events Chairman
- Plan brotherhood-enhancing events for the chapter on a consistent basis

Article IV – Executive Committee
- The Executive Board will consist of the offices of President, Vice President, Secretary, Vice President of Recruitment, Sergeant at Arms, Vice President of Membership Development and the Treasurer. The purpose of this board is, but is not limited to, the discussion of the best
direction for the organization at large, budgets, etc. Any and all final decisions of the Executive board must be voted upon at chapter meetings when quorum is meet. All Executive Board Meetings are open to the fraternity at large.

Article V – Standing Committees

The standing committees of this organization will include;

- Social Committee -
- Standards Board-

Fraternities were founded on values such as brotherhood, respect, ethics, scholarship, and service. Fraternities offer an educational opportunity for holding peers accountable for their actions and for setting a standard of behavior. Self-regulation is a balance between 1) proactive, educational initiatives that promote the best in Fraternity life and 2) providing the mechanisms, and support to govern and develop the chapter.

Purpose of the Standards Board -

Judicial bodies are charged with creating a positive environment in the chapter through fair, consistent treatment. Standards boards provide a separate vehicle from the executive board for rendering decisions in the organization. Chapter members must be involved in the decision-making and enforcement process and fairly represent the chapter and National Fraternity. A standards board hearing is a peer review. Standards boards provide accountability and positive peer pressure. Judicial efforts should be geared toward educational outcomes and redirection rather than punitive sanctions and loss of privileges. You should use the Delta Sigma Phi Code of Conduct as the basis for hearings. Full due process for all parties during the hearing procedure is guaranteed, and confidentiality of the proceedings is ensured. Tape recorded or written record of all testimony should be maintained.

Many times, members do not want to serve on the Standards Board because they feel like they are passing judgment on other brothers. No one expects this board to be the bad guy - rather, the conscience of appropriate Delta Sigma Phi behavior. Board members must understand that all members are adults. They individually made a promise to uphold the honor of the Fraternity and committed themselves to a set of fraternal standards.

- Recruitment Committee

Article VI – Method of Removing Officers and Members

1. Any Officer:
   May be removed by the chapter advisor, any national officer or majority vote of the ACB.

2. Appointed Officers:
   The President may remove any appointed officer by notifying the executive board in writing regarding his ineffectiveness (not subject to additional review).
   The Vice President may remove any appointed officer by notifying the executive board in writing regarding his ineffectiveness (subject to review by the President only).

   Recalling or Removing an Elected Officer

   Process

   The process begins by:
Majority vote of the executive board.
Written petition to the Vice President by 25% of the undergraduate membership in good standing (or the President if the officer being recalled is the Vice President).

NOTE: The petition must allege negligence or ineffectiveness and must provide specific information backing up the charge.

Within one week of receiving a recall petition the Vice President (or the President if the officer being recalled is the Vice President) must:

1. Provide the officer in question with a copy of the charges against him and is entitled to know the names of those requesting his removal.
2. Provide adequate time to defend himself before the Standards Committee.
3. The Committee will recommend to the chapter adoption or rejection of the recall petition.

At the next regular chapter meeting after consideration of the petition for recall by the Standards Committee:

1. The recall will be taken as a special order having precedence over all other business.
2. The presiding officer of the Standards Committee will present the findings and recommendation of the committee.
3. A spokesman for those presenting the recall petition will be allowed to speak.
4. The accused officer will be allowed to present a defense. Discussion will be allowed (in the presence of the accused).
5. The vote for recall will be taken by secret, written ballot.
6. Two-thirds vote of the undergraduate membership in good standing is sufficient.

Appealing the Removal of an Officer
Officers removed by the chapter advisor, any national officer or majority vote of the ACB may be appealed to the Executive Director or his designee. An officer cannot serve while his appeal is pending, another officer must be appointed to serve in his place.

Article VII - Advisor and advisor board
Chapter Advisor
Goal: The advising team leader who serves as a mentor to the chapter President.
Mentor the Undergraduate President
Lead the advising team
Regular communication with ACB President & main College/University administrator
Work with the Pledge Educator to organize the Journey

Article VIII – Meetings of This Organization
Chapter -
Chapter Meetings are mandatory for all members. An individual will be excused for only unavoidable circumstances and must notify the President or Sergeant at Arms at least 24 hours in advance to any Chapter Meeting they will be missing. Chapter Meetings will be held on a weekly basis in order to discuss the general direction of the organization as
a whole. Voting on any subject or material will only take place when quorum is met
(quorum defined in this organization’s By-Laws)

Committee –
General committee meetings will held on a basis determined be the individual
commitee’s Chairmen.

Special Meetings –
A special meeting will be called to order when the need has presented itself. Only the
President, with the majority vote the Executive Committee, can call a special meeting to
discuss urgent material or circumstances that may arise. The general populous must be
given at least a two day notice before the date set to call any special meeting to order.

Article IX-Method of Amending This Constitution
Proposed amendments should be in writing, should not be acted upon but read in the general
meeting in which they are proposed, should be read again at a specified number of subsequent
general meetings and the general meeting in which the votes will be taken. Approval should
require at least two-thirds of voting members present (and to conduct any business an
organization should have quorum present at a business meeting, which is at minimum 50% + 1
of total organization members). The constitution should not be amended easily or frequently.