

# Epsilon Psi Epsilon

## Beta Chapter

### The Ohio State University College of Optometry

Organized May 1911  
At Columbia University

Constitution and By-Laws  
Revised: January 9, 2017

#### Article I

*“The fraternity shall be known as Epsilon Psi Epsilon Fraternity and shall for its objectives the pursuit and cultivation of the practice of optometry and the sciences on which the same is based, together with the defense of the rights and elevation of the dignity of the optometric profession.”*

#### CONSTITUTION

##### ARTICLE I – Name and Purpose

The fraternity shall be known as Epsilon Psi Epsilon Fraternity and shall for its objectives the pursuit and cultivation of the practice of optometry and the sciences on which the same is based, together with the defense of the rights and elevation of the dignity of the optometric profession.

## ARTICLE II – Membership

### Section 1 – Eligibility

The members of this fraternity shall consist of the alumni, actives, and honorary members:

1. Any member who ceases to be an active member automatically becomes an alumnus, provided he/she has graduated from an accredited school or college of optometry. An alumnus shall not have power to vote or take any active part in regular chapter meetings.
2. Such students attending the course in optometry shall from time to time be elected to membership as provided in this constitution, and shall constitute the active members of this fraternity.
3. Such other persons shall have distinguished themselves in optometry, and elected as provided in the constitution, shall constitute the honorary members. An honorary member shall not have the power to vote or take part in the regular chapter meetings.

### Section 2 – Pledging

Any student in optometry who is in good moral repute and shows evidence of sound intellectual ability may propose him/herself for membership during the first two (2) weeks of Spring semester.

Any active member at any meeting may move that a pledge be depledged. If the motion is seconded, passed by ten percent (40%) of those present, the pledge will automatically undergo a tribunal within the following week.

The tribunal will consist of the pledge in question, his big brother, the active requesting the depledging, and one of the following: the president or vice-president. The purpose of this tribunal is to make the pledge aware of the complaint against him, and for the members of the tribunal to form opinions so that they can make recommendations to the active chapter. The following week the motion to depledge may be reintroduced under old business, and at that time, the tribunal may state its findings and recommendations. After questions and an open discussion, a vote shall be taken. A ten percent vote of those present in favor of depledging will result in the immediate depledging of the pledge.

Should any person be defeated in his bid for membership, he may again be proposed for pledgeship after a lapse of one year.

### Section 3

The active members elected in the manner prescribed above shall be required to perfect their membership by paying their initiation fee as defined in the by-laws, at the date of initiation.

### Section 4

Any member who shall absent himself from three consecutive meetings of this chapter without sufficient cause and prior written notice shall no longer be regarded as an active member. Those thus retired from active membership shall be known as inactive members. They shall not be entitled to vote nor be eligible to hold office,

nor shall they enjoy any of the privileges of an active member. Reactivation shall be at the discretion of the Board. (All social and professional functions and use of the fraternity facilities)

#### Section 5 - Dismissal

Any member who shall be guilty of malpractice in his profession or who shall commit any offense against the rules of ethics, or who shall engage in any conduct calculated to bring odium to this fraternity or embarrasses its operation, or who shall be ineligible for membership in the American Optometric Association, may, after being confronted by his accusers and fairly tried, be expelled. Process is as follows:

The decision will be made by a board decision within the chapter of Epsilon Psi Epsilon. The board will consist of non-offending officers and two members in good standing. The offending member will have an opportunity to defend themselves and call any witnesses to testify on their behalf. A majority vote is required to rule, and a decision must be made within one hour of the hearing. The member will be required to sit before a ruling board consisting of the officers and members in good standing. The hearing will then be conducted in the same manner detailed in section describing removal criterion for officers.

Failure to present himself before the active chapter within sixty days after receiving a copy of the charges will automatically bring expulsion from this fraternity and forfeiture of his pin and personal fraternity charter.

#### Section 6 - Honorary Membership

Any eminent person in optometry, or its related sciences may be proposed for honorary membership at any regular meeting of a chapter by any active member in good standing, and a ballot be taken on his fitness. If the vote is not unanimous, he may again be proposed after the lapse of two years. If the vote is unanimous he may be elected to honorary membership following final approval by the Board of Trustees of the Alumni Association.

### ARTICLE III

#### Section 1

Chapters may be organized in any recognized educational institution of optometry, and a charter may be granted upon fulfilling the following conditions:

1. That there are at least ten students who are ready to enter and who fulfill their required qualifications as prescribed in this constitution.
2. That sanction from the Grand Council has been granted and passed upon by ninety percent of the active membership of each chapter.

#### Section 2

The charter of any chapter may be revoked upon the sanction of the Grand Council and upon the vote of ninety percent of the active members of each chapter.

#### Section 3

Each chapter shall be governed by a set of by-laws to be drawn up by the chapters themselves, and which are in accordance with this constitution.

## ARTICLE IV

### Section 1

The grand officers of this fraternity shall consist of chairman, vice-chairman, secretary/treasurer, who shall be chosen from the alumni and who shall be elected annually at the Homecoming meeting, Autumn Semester. These officers shall constitute the Grand Council of the Alumni Association to whom the general affairs of the fraternity shall be entrusted.

### Section 2

The Alumni Association shall be governed by their own constitution.

### Section 3

The Alumni Association shall act in the capacity of landlord of the fraternity house. As such, the Alumni Association with prior notice, shall be responsible for payments of all fees demanded necessary for general maintenance and upkeep of said house.

## ARTICLE V – Amendments

Any amendment or alteration to this constitution must first be submitted to the active chapter in writing and referred to the following meeting of the Board of Directors for impartial discussion and voting at the following meeting – with a three-fourths affirmative vote necessary for acceptance and a minimum of two-thirds of the active members in attendance at the time of the vote.

## ARTICLE VI – Non-discrimination Policy

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 VII

The constitution and by-laws must be reviewed every three years by a committee of active members.

## **EPSILON PSI EPSILON BY-LAWS**

### ARTICLE I

This, the Beta Chapter of Epsilon Psi Epsilon, shall be governed by the and regulations laid down in these by-laws.

### ARTICLE II – Meetings

#### Section 1

The meetings of this fraternity shall be held at the discretion of the president, having at least two per semester during the fall and spring semesters on a day most convenient to members of the fraternity.

#### Section 2

Special meetings may be called and the date of regular meetings may be changed by the president, provided due notice is given to the members.

#### Section 3

A majority of the active members, with the president or such substitute as he may appoint, shall constitute a quorum.

#### Section 4

At all meetings of the active chapter only active members shall exercise the right to vote and only active members shall be considered in determining a quorum. Alumni and honorary members shall have the right to address the chapter.

#### Section 5

Any active member who wishes to be absent from a meeting of this fraternity shall notify the president or recording secretary in writing before the meeting.

### ARTICLE III – Officers

#### Section 1

The officers of this chapter shall be president, vice-president, recording secretary, corresponding secretary, treasurer, assistant treasurer, and sergeant-at-arms.

#### Section 2 Nomination for Officers

The nomination of officers shall be open at the last regular meeting of the Autumn semester, first regular meeting of Spring Semester and the election and installation of officers shall be held the second meeting of Spring Semester.

#### Section 3

Officers shall be voted on separately by secret ballot and a majority vote shall be necessary for election. If no person receives a majority vote, the two people receiving the most votes shall be voted on again and the person receiving the majority vote will be elected to the office. Any nominee defeated for an office may then be nominated for another

office. The order of elections shall be as follows: president, vice-president, recording secretary, corresponding secretary, treasurer, sergeant-at-arms and four members-at-large for the Board of Directors.

#### Section 4

Nominations for assistant treasurer and house manager shall be taken only at the last regular meeting of the Autumn semester.

The nominees shall be interviewed by the Board of Directors. The Board will then recommend one person for each office to the active chapter for approval the night of regular elections.

If approval is not obtained, the Board shall select another candidate from the remaining nominees and present their selection at the next regular meeting for approval by the active chapter.

#### Section 5

The president shall preside at all meetings. It shall be his duty to see that all meetings and business of the fraternity are conducted in an orderly manner. The president can hold no other job in the fraternity other than that of chief executive.

The vice-president shall take the place of the president in his absence and shall serve as chairman of the Board of Directors.

The recording secretary shall take minutes of all meetings of the fraternity, complete bulletin board, and O-EYE-O.

The corresponding secretary shall be responsible for all official correspondence of the fraternity and act as Historian for the fraternity.

The treasurer shall take charge of, and properly account for, all money received and disbursed by the treasury.

The treasurer-elect shall assist the treasurer in the duties of the latter's office. During his (treasurer-elect) term of office, he shall be responsible for gaining a thorough understanding of the duties and functions of the office of treasurer. The treasurer-elect shall automatically succeed the treasurer at the next election of officers of the fraternity.

#### Section 6

Any office or Board position vacated, except for the presidency shall be filled by special election following the set procedure for general elections.

#### Section 7

An elected officer may be relieved of his position by vote of the active chapter after a review by the Board of Directors. In the voting,  $\frac{3}{4}$  of the active membership must be present and a  $\frac{2}{3}$  majority must be obtained to relieve him of his duties.

#### Section 8 – Removal of Officers

Chapter officers will be expected to conduct themselves in such a way that upholds the beliefs of Epsilon Psi Epsilon as outlined previously in this document. If at any time, an officer is found to behave in a manner unfit of an officer of the organization, the offending officer will be subject to a board review consisting of their peers. The process is as follows:

The board will consist of non-offending chapter officers along with two appointed chapter members in good standing. The officer up for review will be given an opportunity to defend themselves by addressing the review board, or by calling witnesses to testify on their behalf. The plaintiff who filed the complaint will then be given a chance to detail the officer's unfit behavior and will have the option to call witnesses to testify on their behalf. A majority vote is required to rule. Members of the board will then convene and return within one hour with a decision to either:

1. Remove the officer from their position and remove them from the chapter
2. Remove the officer from their position but allow them to remain a member of the chapter
3. Allow the officer to hold onto the position and submit to a probationary period, which will be defined by the board, or
4. Rule the charges against the officer were unwarranted and allow him/her to continue serving as an officer until their term is complete.

The chapter will adhere to Epsilon Psi Epsilon's non-discrimination policy with regards to officer removal.

#### ARTICLE IV – Board of Directors

##### Section 1

A Board of Directors of seven members shall be formed. The Board shall consist of vice-president, treasurer, house manager, and four members-at-large; the latter to be elected at the time of the election of officers.

##### Section 2

Any problem or motion brought before the chapter that entails lengthy discussion or debate shall be deferred by the president to the Board of Directors.

##### Section 3

At the next meeting of the chapter, the Board shall present an unbiased report pertaining to all sides of the question. The Board of Directors shall have no power for final decision on any question.

##### Section 4

A full report of all matters discussed (pertaining to the Fraternity) in the Board meetings shall be given to the active chapter during chapter meetings.

##### Section 5

Attendance at Board meetings is required for all Board members. Excused absences shall be the same as for regular meetings of the general assembly. Attendance must be taken and added to the Board minutes. Four unexcused absences during their term of office shall be reason for dismissal from the Board and a new member shall be elected as by Article III, Section 6.

##### Section 6

All members of the Board must be given due notice of all Board meetings.

#### ARTICLE V - Committees

##### Section 1

The following shall be the standing committees of the fraternity:

- A. Professional Development Committee (PDC)
- B. Social

- C. Refracting Room
- D. Athletics
- E. Alumni Coordination
- F. Public Relations
- G. Pledge Masters
- H. Speakers
- I. Vision Care Fund

The chairman of these committees shall be appointed by the president and vice-president.

#### Section 2

The president and vice-president shall form other committees which are deemed necessary to carry out the function of the fraternity. They shall also appoint the chairman to these committees.

Any such appointments made by the chair shall be rescinded by a 2/3 vote of members present.

#### Section 3

Committee chairman shall present a progress report to the active chapter at meetings as necessary. Also, they must submit to their successor and the president, a folder of committee activities including a financial statement for their term as chairman.

### ARTICLE VI Professional Development Committee

#### Section 1

The professional development committee shall consist of the chairperson of the following committees:

- Refracting Room
- Public Relations
- Speakers
- Alumni Coordination

#### Section 2

The responsibilities of this committee are:

1. Coordinate activities in the above mentioned committees
2. Promote professionalism
3. To improve community relations and enhance the image of optometry

#### Section 3

This committee shall meet at least once per month during the academic year.



#### Section 4

The committee shall oversee the disbursement of proceeds after expenses from the Pledge Class Vision Care Fund Raffle. The proceeds from this fund will be used to enable those persons to receive optometric care at the clinic who otherwise would not be able to seek such care due to financial hardship. The professional Development Committee Chairman along with the clinic coordinator of the Ohio State University College of Optometry shall screen prospective candidates for visual care. All money here-to-fore received by the pledge class raffles and all proceeds collected each year shall fall under the control of said committee.

### ARTICLE VII – Dues and Assessments

#### Section 1

The initiation fee shall be payable upon initiation. This fee shall include the cost of the pin and the certificate.

#### Section 2

Semesterly dues and assessments shall be charged to active members. A vote to change the dues requires the vote of two-thirds of the active chapter.

#### Section 3

Any member whose fees are more than two semesters overdue may become inactivated, but may be reinstated upon payment of bill to date. If dues and assessments for this organization cannot be paid, financial arrangements, signed letter of intent, must be made through the treasurer. If dues are not turned in by due date a \$20 late fee will be added to that semester's dues. A member, active or inactive, who has an outstanding debt to this fraternity shall be required to sign a demand note two weeks prior to graduation date, payable not later than one year after the date of graduation.

The President, Vice President and Treasurer shall pay no dues during time of service. The remaining board members pay normal dues.

#### Section 4

Any additional assessments shall be levied only by two-thirds vote of a quorum.

### ARTICLE VIII – Deactivation

#### Section 1

Any active member who expresses a desire for deactivation may choose either of the following alternation:

- a. Temporary deactivation, for the remainder of the semester in which  
It is sought and also for the previously accumulated assessment by the end of the following summer. If deactivation occurs during spring semester, reactivation must occur with full payment of assessment at the end of the following summer.
- a. Permanent deactivation in which the member must turn in his pin and certificate, thus signifying complete dissociation from this fraternity.

## ARTICLE IX

Any amendment or alteration to these by-laws must first be submitted to the active chapter in writing and referred to the following meeting of the Board of Directors for impartial discussion and then brought before the chapter for discussion and voting at the following meeting. A three-fourths affirmative vote is necessary for acceptance and a minimum of two-thirds of the active members must be in attendance at the time of the vote.

## ARTICLE X – Awards

### Section 1

An award shall be given annually at the Spring Formal to the Outstanding Pledge, for work as a new member of the fraternity, and a vote by the members of the active chapter shall determine the recipient chosen from the nominees.

### Section 2

The Junior Award shall be presented annually by Epsilon Psi Epsilon. Selection shall be from the entire Junior class by a committee made up of all the instructors of the Sophomore and Junior years in Optometry, eminent faculty members, and one equal vote by the entire Junior Class. Criteria for the award shall be general fitness to carry on the practice of optometry, extra-curricular activity to benefit the profession, good moral repute and scholarship.

### Section 3

A most valuable member award shall be established honoring the outstanding senior for work done over the years he has been a member. This will be awarded at the Spring Formal and any senior member of the fraternity will be eligible. The nominations will be made by the senior members, submitting their names to the remainder of the chapter, who will vote on a recipient. The president shall count the votes and keep the name of this recipient a secret until the Spring Formal.

### Section 4

The Herbert G. Mote award shall be presented annually to the faculty member who has contributed most to the furtherance of professional, ethical optometry through his teaching at the College of Optometry.

### Section 5

The Michael Polasky award shall be presented annually to the respected faculty member who excels in the instruction of clinical procedures at the College of Optometry.

## ARTICLE XI - Expenditures

### Section 1

Unbudgeted expenses shall be cleared with the treasurer. If the expenditure is not approved by the treasurer, the matter may be taken to the active chapter for a vote. A simple majority vote shall determine the outcome.

### Section 2

For expenditures over one hundred dollars (\$100.00) at least three bids or estimates must be obtained and presented to the active chapter. The chapter shall vote on which bid or estimate to accept. For contracted goods or services, the bids or estimates should be written and have the signature of the seller.

## ARTICLE XII – Pledging

### Section 1

A concerted rushing effort shall be carried on during Autumn semester.

### Section 2

Pledge initiation oath shall take place the first pledge session of Spring semester. Big brothers/sisters must be assigned by this time.

### Section 3

Pledgeship (including work session) will last a minimum of seven weeks. A pledge may be excused from his pledge duties only by approval of the Pledge Masters or President.

### Section 4

Formal initiation into active membership will take place at the termination of the pledgeship.

### Section 5

No new active can hold the office of President or Vice-President in the election following their activation.

## ARTICLE XIII - Dissolution

In the event that Epsilon Psi Epsilon Fraternity, Beta Chapter, ceases to exist, the Alumni Association, and Faculty Advisor shall oversee the dissolution of the Fraternity in coordination with the most recent Board Members.

## ARTICLE XIV - Advisor

The advisor of Epsilon Psi Epsilon Fraternity shall be a full time faculty member and an alumnus of Epsilon Psi Epsilon Fraternity.

### RESOLUTION A

Be it resolved that: The Beta Chapter of Epsilon Psi Epsilon will abide by all articles of its constitution and by-laws. The fraternity shall serve as a body of optometry students for the pursuit and the cultivation of the practice of ethical optometry and the studies on which the same is based, together with the defense of the rights and elevation of the dignity of the optometric profession. The brotherhood of this fraternity will continue to operate as a non-profit organization in its social, professional, and beneficiary projects as it has in the past.

