**Epsilon Tau Pi, Beta Chapter Constitution**

**Article I: Name**

**Section 1 - Name**

1. The name of the corporation shall be Epsilon Tau Pi (herein referred to as “the Fraternity”).

**Section 2 – Principal Address**

1. The principal mailing address for the Fraternity is P.O. Box 3323, Columbus, OH 43210.

**Article II: Mission Statement and Objectives**

**Section 1 – Mission Statement**

1. The mission of the Fraternity will be to provide a framework for a brotherhood of Eagle Scouts at The Ohio State University.

**Section 2 – Objectives**

1. The first objective of the Fraternity will be to facilitate service to The Ohio State University, to local Scouts BSA Troops, and to the community of Columbus, Ohio.
2. The second objective of the Fraternity will be to promote the achievement of the rank of Eagle Scout, and to uphold the principles of scouting.

**Article III: Membership**

**Section 1 – Classifications**

1. There shall be five classifications of membership in the Fraternity: Regular, Candidate, Honorary, Advisory, and Alumni.
	1. Regular Members of the Fraternity shall be individuals who:
		1. Have obtained the rank of Eagle Scout as awarded by Scouts BSA or have obtained the highest award possible in their respective Scouting organization or country,
		2. Are in good standing with their respective university,
		3. Have been initiated according to the official ritual of the Fraternity,
		4. Have met other requirements set forth by the Epsilon Tau Pi National Executive Board (“NEB”) and the Chapter Bylaws.
		5. Additionally, the Fraternity shall recognize three different classes of regular members: Active, Inactive, and Probationary
			1. Active membership shall be maintained as long as the member remains in good standing with the Fraternity, as detailed in Article III, Section I of the Beta Chapter Bylaws, and is enrolled in their respective University. Active members shall also adhere to all requirements and guidelines as set forth by the Epsilon Tau Pi General Regulations (“General Regulations”) and the Code of Conduct
				1. Additionally, graduate students who have maintained membership in good standing at any fraternity chapter or colony as an undergraduate student may be granted active membership

In the event that a brother did not maintain good standing at their respective chapter or colony, they may be granted active membership by an 80% majority vote of all present regular active members.

Graduate students may not hold an executive board position.

* + - 1. Inactive membership is reserved for those members who wish to be part of the Fraternity but have difficulties in fulfilling active membership requirements due to time constraints, personal problems, academic problems, etc. Inactive members shall adhere to the level of participation, and requirements for returning to active status as set forth by the General Regulations.
			2. Probationary membership is reserved for those members who fail to meet the requirements to maintain good standing as detailed in Article III of the Chapter Bylaws. Additionally, if a member holds probationary membership for more than one semester consecutively, they shall be subject to expulsion by a three-fourths majority vote of Regular Active members.
	1. Candidate members shall be individuals who:
		1. Have obtained the rank of Eagle Scout as awarded by Scouts BSA or have obtained the highest award possible in their respective Scouting organization or country,
		2. Are in good standing with their respective University,
		3. Received a bid for Candidate Membership as described in Article IV Section 1 of the Chapter Bylaws,
		4. Have attended a Formal Rush ceremony or appropriate equivalent,
		5. Have met other requirements as set forth by the NEB and Chapter Bylaws
	2. Honorary membership can be granted to any person regardless of rank within Scouts BSA who have made significant contributions to the mission and objectives of the Fraternity
		1. Honorary members are not required to fulfill regular membership requirements but shall possess all the rights and privileges that regular members have, with the exceptions of voting and holding office.
		2. Honorary membership may be extended by a two-thirds majority vote by all Regular Active Members of the Fraternity.
		3. Honorary membership may not be granted to undergraduate students currently enrolled in any college or university.
	3. Advisory membership can be granted to faculty or staff of The Ohio State University who assist the Fraternity by giving guidance and advice from the point of view of the University.
		1. Advisory members are not required to fulfill the requirements of regular membership but shall possess all the rights and privileges that regular members have, with the exceptions of voting and holding office. Advisory membership may not be granted to undergraduate students currently enrolled in any college or university.
		2. Should an advisor decide to leave The Ohio State University they may be granted Honorary Membership by a two-thirds majority vote by all Regular Active Members of the Fraternity.
	4. Alumni Members shall be individuals who:
		1. Have graduated, while in good standing with the Fraternity, from the university or college at which they attend, with an accredited degree, or
		2. Regular Active members of the Fraternity that have left the Fraternity in good standing and have either transferred to another university or college that does not have an active chapter of Epsilon Tau Pi, or have decided not to continue in higher education, or
		3. Non-active members that have left the fraternity for any reason, and have the approval of at least two-thirds of the Regular Active Members of the Fraternity.
		4. Alumni members are not required to fulfil the requirements of regular membership but shall possess all the rights and privileges that regular members have, with the exceptions of voting and holding office.

**Section 2 – Governing Bylaws**

1. All classifications of members in the Fraternity are expected to adhere to the rules and regulations detailed in the General Regulations and the Chapter Bylaws, unless explicitly stated otherwise.

**Article IV – Chapter Officers**

**Section 1 – Chapter Officer Definitions**

1. The Chapter Officers shall be the six elected officers of the Fraternity.  These six elected officials constitute the primary leadership of the Fraternity and are responsible for directing the Fraternity towards its purpose and objectives.
2. Only Active Regular Members can hold a Chapter Office and only one Officer position may be held at a time.

**C.)** Definitions and Responsibilities of the Chapter Officers

**1.)** Chapter President: The President of the Fraternity is the head executive officer of the Fraternity.  They shall be the primary contact for all Fraternity matters and is also responsible for creation of the regular and Executive Board meeting agendas. The President shall be the first point of contact for all matters internal and external to the Fraternity. The President serves as the Chief Executive Officer in all banking accounts.

**2.)** Chapter Vice-President: The Vice-President of the Fraternity shall fulfill the duties of the President when the current President is unable to perform those duties. The Vice-President shall also perform any duties that are assigned to him by the Executive Board or the President. If there is a vacancy in the Executive Board, the Vice President will temporarily fill that position until the Fraternity elects a new member. The Vice-President is responsible for taking attendance during all meetings and events. The Vice-President will also prepare and plan all of the events for Formal Rush. The Vice-President shall serve as the Recruitment Chair.

**3.)** Fraternity Education Officer (FEO): The Chapter FEO is in charge of overseeing the candidate members and the candidacy period.  They shall be responsible for overseeing the candidate meetings as well as organizing “Big Brothers” to aid the candidates.

**4.)** Chapter Treasurer: The Treasurer of the Fraternity is responsible for the chapter funds.  They shall be responsible for the creation and maintenance of the Fraternity’s financial budget.  They shall also be responsible for collection of dues from the members of the Fraternity. They shall have to present a report of the Fraternity’s budget to the entire Fraternity whenever it is requested by the Executive Board. The Treasurer serves as the Chief Financial Officer in all banking accounts.

**5.)** Chapter Secretary: The Secretary of the Fraternity is responsible for recording and distributing the minutes of regular and Executive Board meetings. Concerning attendance violations, the Secretary must submit a report to the Executive Board and to offending members as soon as possible.  If the current Secretary is unable to fulfill his duties at an event or meeting they must select an interim Secretary prior to that event. The Secretary may also be assigned additional duties as assigned by the Executive Board or the President.

**6.)** Delegate to the NEB (“NEB Rep”): The NEB Rep shall represent the interest of the Fraternity to the NEB.  They shall gauge the feeling of the collegiate members of the designated chapter on certain issues and report those findings to the NEB. The NEB Rep is not a voting member of the Executive Board, however the NEB Rep can vote if a voting member of the Executive Board is absent from an Executive Board meeting. The NEB Rep shall also perform any duties that are assigned to him by the Executive Board or the President.

**Section 2 – Removal from Chapter Office**

1. The policy for the removal of a member from his position as a Chapter Officer is outlined in the General Regulations, and shall be honored as written.

**Section 3 – Presiding Member**

1. The Presiding Member of the Fraternity shall be determined by the following conditions:
	1. The Chapter President presides over the Chapter Vice-President,
	2. The Chapter Vice-President presides over the Chapter FEO,
	3. The Chapter FEO presides over the Chapter Treasurer,
	4. The Chapter Treasurer presides over the Chapter Secretary,
	5. The Chapter Secretary presides over the NEB Rep, and
	6. The NEB Rep presides over the remaining members of the Fraternity.
2. In the Event that none of the Chapter Officers are present to preside over the Fraternity, any Active Regular Member may be chosen by motion to preside over the fraternity until adjournment.

**Section 4 – Committee Chairs**

1. Chapter Committee Chairs are positions that shall be assigned to various members of the Fraternity to aid in the function of the Fraternity.
2. Committee Chairs can be created at any meeting of the Fraternity. Only Active Regular Members can hold a Committee Chair position, and may only hold one Committee Chair position at a time.
3. Chapter Officers may not hold any Committee Chair positions.
4. Committee Chairs can be created to serve any need the Fraternity finds that it has.
5. Committee Chairs are responsible for reporting to the Executive Board at the first Executive Board meeting of the month.
6. Committee Chairs must be approved by a majority of the Executive Board
7. Committee Chairs can be removed from office by at least a four-fifths vote of the Executive Board.

**Article V: Committees**

**Section 1 – Committee Formation and Disbanding**

1. Committees can be formed by a majority vote of the Executive Board for the specific person of aiding a Committee Chair with their duties.
2. Committees can be disbanded by a majority vote of the Executive Board or a majority vote of Regular non-Inactive members of the Fraternity

**Section 2 – Committee Expectations**

1. Committees shall meet according to a schedule outlined by the Committee Chair presiding over that committee.

**Article VI: Elections**

**Section 1 – Eligibility**

1. To be eligible for Chapter Office a Regular Active member must be in good standing with the Fraternity and be registered as a full-time student.
2. In order to be eligible to hold the office of President a member must have two semesters of Regular Active membership prior to taking office.
3. In order to hold any Chapter Office other than a Committee Chair position a member must have one semester of Regular Active membership prior to taking office.
4. Regular Active members may run for multiple positions, so long as they are eligible for each position.
5. The eligibility requirements for Chapter Offices as detailed in Article V, Section 1, Subsection A may be bypassed in the event of extraordinary circumstances as approved by the current Executive Board.
6. In the event of irregular election times, the elected members shall be considered “interim” until a regular election takes place.

**Section 2 – Election Timing**

1. Regular elections of the Chapter Officers shall occur during the spring semester, on a date to be set annually by the Executive Board.

**Section 3 – Election Process**

1. One week before the date established the President shall open the floor for requests for Chapter Officer positions.
2. Officers shall be elected in the same order as the presiding member as detailed in Article IV Section 3 of this document.
3. The presiding member shall announce the office under consideration as well as the nominees for that office. Nominees shall have the option of making a brief speech before the election takes place.
4. Each Regular Active member shall receive a voting sheet upon which they will record their choice for the office under consideration. Elections must take place on a written ballot.
5. Only the presiding member shall be privy to the tally of votes and the specific counts of the votes for each nominee shall not be disclosed.
6. The nominee who receives the majority of the votes shall be granted the option of accepting the office under consideration. If accepted, the member forfeits his rights to be nominated for further offices.
7. If four or more members are nominated for a single position and there is no majority vote there shall be a run-off vote for the two nominees receiving the most votes.

**Article VII: Meetings**

**Section 1 – Regular Chapter Meetings**

1. Regular Fraternity chapter meetings are intended to be the forums through which decisions are made that affect the Fraternity as a whole. During said meetings, issues facing the Fraternity may be discussed and debated. Also, elections and appointments may be completed at chapter meetings.
2. Regular chapter meetings are to be held once a week on a regularly scheduled day, time, and location.
	1. This schedule may be changed on a case-by-case basis depending on vacation days and the needs of the Fraternity
3. Chapter meetings require the attendance of a simple majority of all Regular Active members to begin.
4. Chapter meetings shall be presided over by the presiding member.
	1. The presiding member shall provide an agenda for the meeting. Members may provide items for the agenda up to the time that the meeting takes place.
5. The manner that the chapter meetings are conducted is to the discretion of the current President. However, all decisions shall be made in the form of a motion as described in Article V Section 1 of the Epsilon Tau Pi General Regulations.

**Section 2 – Executive Board Meetings**

1. Executive Board meetings will be held once a week, on a date set by the Executive Board before the beginning of the next academic year.
2. Executive Board meetings require a majority attendance in order to continue.
3. If a voting member is absent, the NEB Representative will temporarily gain voting rights until adjournment
4. Executive Board meetings shall be presided over by the presiding member as detailed in Article IV Section 3 of this document

**Article VIII: Amendments, Ratification, and Scope**

**Section 1 – Amendments**

1. Any active member may bring an amendment to the Executive Board. The proposed amendment shall state the article and section to be amended and the manner in which it is amended.
2. The Executive Board shall discuss the amendment; changes to the proposal may be made at this time.
3. Once the proposal has been approved by the Executive Board it shall be forwarded to all members of the Fraternity.
4. At the next meeting the amendment shall be discussed and edited by the active members in attendance. Once discussion has ended a motion to approve the amendment may be made.
5. Once a motion to approve has been made the proposal shall come to a vote. Amendments to the Constitution must be passed by a three-fourths vote of all Regular Active members of the Fraternity.

**Section 2 – Scope**

1. The Constitution of Epsilon Tau Pi is the governing structure binding the Fraternity to its core values. The Constitution shall comply with all Federal, State, and Local statutes, as well as all University guidelines. However, if a conflict arises in the Constitution in regard to a violation of Federal State, and Local statutes, these statues shall prevail.

**Article IX: Finances**

**Section 1 – Financial Guidelines**

1. Beta Chapter of Epsilon Tau Pi shall abide by the financial guidelines set forth in Article IV of the General Regulations.

**Epsilon Tau Pi, Beta Chapter Bylaws**

**Article I: Designation**

**Section 1 – Beta Chapter**

1. The Ohio State University chapter of Epsilon Tau Pi is designated as Beta chapter and shall herein be referred to as such.

**Section 2 – Governing Bodies**

1. The national organization of Epsilon Tau Pi and its governing bodies shall herein be referred to as “the Fraternity.”

**Article II: Adherence to the General Regulations and Scope**

**Section 1 – Adherence to the General Regulations**

1. Beta chapter will abide by the rules and regulations set forth in the General Regulations of the Fraternity.

**Section 2 – Scope**

1. Beta chapter shall make no rule that contradicts the policies, laws, rules, or regulations of the Fraternity, The Ohio State University, the state of Ohio, and the United States of America.
2. Any policy, law, rule, or regulation passed by the above governing bodies shall take precedence over any rule passed by Beta chapter.

**Article III: Good Standing**

**Section 1 – Requirements to Maintain Good Standing**

1. In order to maintain good standing in Beta chapter membership dues and fees are to be paid to the Treasurer by the date established by the chapter. These payments include fees for events that Beta chapter has decided not to fund from their account, such as fundraisers or social events.
	1. These payments do not include any fees associated with attendance at social events considered optional. In case of such events, payments are considered mandatory for only those attending the event.
2. In order to maintain good standing, members of Beta chapter must not exceed 4 unexcused absences.
	1. Chapter Officers must not exceed 5 unexcused absences.
	2. An unexcused absence may be recorded when any brother is not present for a mandatory event, where:
		1. Mandatory Events are defined in Article III Section 2 of this document.
		2. Exceptions to this rule are defined in Article III Section 3 of this document.
3. In order to maintain good standing members must participate in at least ten hours of service each semester, seven of which must be with Beta chapter, with the exclusion of service performed during ritual weekend.
4. In order to maintain good standing members must participate in at least one Beta chapter social event each semester.
5. In order to maintain good standing members must attend at least one Beta chapter fundraising event each semester.
6. In order to maintain good standing members must remain in good academic standing with their institution.
7. In order to maintain good standing members are expected to act in accordance with the guidelines set forth in these bylaws.

**Section 2 – Mandatory Events**

1. A mandatory event shall be defined as any of the following:
	1. Any regular Beta chapter meeting
	2. Formal Rush
	3. Ritual weekend, where:
		1. Each individual part of ritual shall be considered its own event (e.g. Friday night, Saturday day, Saturday night, Sunday morning).
	4. Any committee meeting for any brother that is a member of that committee
	5. The first Executive Board meeting of each month for Committee Chairs
	6. Any Executive Board meeting for Chapter Officers
	7. Service events for any brother that has committed to attending that event
	8. Fundraising events for any brother that has committed to attending that event.

**Section 3 – Exceptions**

1. Exceptions to Article III Section 1 Subsection B Part 2 may be made when:
	1. A conflict arises between a Beta chapter mandatory event and a University class, or
	2. Any brother has a legitimate schedule conflict with a Beta chapter mandatory event.
		1. These cases must be brought to the attention of the Vice President no later than the start of the mandatory event
			1. If a brother fails to notify the Vice President prior to the start of the mandatory event, exceptions will be made if and only if the brother had a legitimate emergency that prevented them from doing so.

**Section 4 – Dress Code**

1. Brothers are required to wear polos at all ceremonies and informational meetings.
2. Letters (e.g. polos, t-shirts, sweatshirts, etc.) will be required at all other official Epsilon Tau Pi events, unless explicitly stated otherwise.

**Article IV: Formal Rush and the Candidacy**

**Section 1 – Requirements for Receiving a Bid for Formal Rush**

1. In order to be invited to rush for Beta chapter, interested individuals must:
	1. Have achieved the rank of Eagle Scout or equivalent,
	2. Attend at least two recruitment events,
	3. Have at least one current brother nominate them for candidacy,
	4. And be approved by at least a two-thirds vote of all present regular active members of Beta Chapter.
2. Exceptions may be made to Article IV Section 1 Subsection A Part 2 of this document.
	1. These exceptions are made at the discretion of the Vice President, and may be granted for several reasons. These include, but are not limited to:
		1. The interested individual had a scheduling conflict that prevented them from attending two recruitment events,
		2. The interested individual did not learn of Beta chapter’s recruitment events until after they had concluded,
		3. The interested individual was ill, preventing them from attending two recruitment events.
	2. Additionally, the Chapter Officers may invite interested individuals to a meeting (e.g. lunch, dinner, etc.) in place of a recruitment event.

**Section 2 – Requirements for Becoming a Brother of Beta Chapter**

1. For a candidate to be recognized as a brother of Beta chapter, they must do their best to:
	1. Attend candidate meetings with the FEO,
	2. Receive a passing grade on all weekly quizzes,
	3. Receive a passing grade on the final exam,
	4. Participate in a candidate class service project,
	5. Participate in a candidate class social event,
	6. And participate in a ritual weekend that fulfills the Epsilon Tau Pi ritual initiation requirements.
2. Under extraordinary circumstances, the requirements in Article IV Section 2 Subsection A, excluding part 6, may be bypassed by a four-fifths majority vote of the Executive Board.

**Article V: Enforcement**

**Section 1 – Enforcement of the Bylaws**

1. The Executive Board of Beta chapter is the primary enforcer of these bylaws, and will determine by four-fifths vote whether the actions of a member constitute disciplinary action.
2. If the Executive Board of Beta chapter should vote to discipline a member, they must:
	1. Take an appropriate disciplinary action as detailed in Article V, Section 2 of this document,
	2. And present the offending member with a letter detailing the offense as well as the disciplinary action to be taken.
3. Members who are being disciplined may contest the Executive Board decision, as detailed in the guidelines for contesting Executive Board decisions in Article V Section 3 of this document.
	1. Members may contest whether or not their actions constituted disciplinary action, or the type of disciplinary action assigned.

**Section 2 – Appropriate Disciplinary Action**

1. An appropriate disciplinary action may be, but is not limited to:
	1. Service hours to any non-profit organization,
		1. This excludes monetary donations.
	2. Assignment of an unexcused absence,
	3. Removal of active membership status,
	4. Complete removal from Beta chapter.

**Section 3 – Guidelines for Challenging Executive Board Decisions**

1. A request to challenge an Executive Board decision (“request to challenge”) must be submitted to the President no later than 72 hours following the publication of the decision.
	1. This includes the publication through email, or through notification at a regular chapter meeting.
2. When a request to challenge is submitted, the Executive Board decision in question will not go into effect until after Beta chapter has voted on the decision.
3. A request to challenge will be the first item on the next regular chapter meeting agenda.
	1. If an amendment to the Beta chapter constitution or bylaws is being considered, the request to challenge will be considered after the amendment proposal.
4. Three-fourths of the regular active members of Beta chapter must be present for the request to challenge to be considered.
	1. If three-fourths of the regular active members are not present the request to challenge will be tabled for the next meeting.
	2. Requests to challenge may not be tabled under any other circumstances.
5. The brother who submitted the request to challenge will be given no more than five minutes to state their case, after which a member of the Executive Board will be given five minutes to state the case of the Executive Board.
6. After both brothers have spoken, the request to challenge will be discussed by all regular active members for no more than twenty minutes.
	1. During this time, the brother who submitted the request to challenge and the Executive Board member who argued against the challenge are barred from the discussion.
7. After the discussion has concluded the President will move to vote on the request to challenge.
	1. The discussion may be extended by 10 minutes by a motion and a simple majority vote of present regular active members, after which a vote will be taken.
8. Regular active members are barred from abstaining in the vote.
9. A two-thirds majority of present regular active members is needed to overturn an Executive Board decision.

**Article VI: Amendments**

**Section 1 – Procedure for Amending the Bylaws**

1. Any regular active member may propose amendments to this document.
	1. These proposals must be submitted, in writing, to the President three days prior to the next chapter meeting, so that it may be included on that meeting’s agenda.
2. During the first chapter meeting after the amendment is proposed, a copy of the proposal must be made available to all active brothers.
3. The proposal will be placed as the first item on the following week’s agenda.
4. During the second meeting after the amendment is proposed, three-fourths of the regular active members must be present for the proposal to be considered.
	1. If three-fourths of the regular active members are not present the proposal will be moved to the following week’s agenda.
5. When three-fourths of the regular active members are present, the proposal will be open for discussion for a maximum of thirty minutes.
6. The proposal may be amended by a three-fourths majority of present regular active members.
7. After thirty minutes have elapsed, the President will move for a vote on the proposal.
	1. The discussion may be extended by twenty minutes by a motion and simple majority vote of all present regular active members, after which a vote will be taken.
8. A three-fourths majority of present regular active members is required for the proposal to pass.
9. If the proposal passes, the amendment takes effect immediately and will be added to the working copy of the bylaws.
	1. If the proposal fails, it may not be submitted again by the same member.

**Article VII: Property Damage**

**Section 1 – Procedure to Handle Property Damage**

1. Any damage to Epsilon Tau Pi property, the property of a Brother, or the property of the Fraternity for which a Brother is responsible, will be charged to the responsible brother to personally pay compensation for the damage done at replacement costs.
2. All Brothers will assume responsibility for their guests and any action they commit at Fraternity functions. If a guest causes any damage to Fraternity property, the host of that guest will be held accountable for compensation

**Article VIII: Non-Discrimination**

**Section 1 – Beta Chapter Non-Discrimination Policy**

1. The Beta chapter of Epsilon Tau Pi shall not deny membership to any qualified individual. So long as an individual has met the requirements in Article IV Section 1 of this document, they are eligible for membership in Epsilon Tau Pi.
2. This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, and admission.