

**CONSTITUTION
of the TAU DELTA CHAPTER of
TAU EPSILON PHI FRATERNITY**

PREAMBLE

We the men of the Tau Delta Chapter of Tau Epsilon Phi, in an attempt to improve our campus and community, foster long term fraternal bonds, and promote self-improvement and strength of character, do ordain this Constitution for the Tau Delta Chapter of Tau Epsilon Phi. May we practice friendship at all times, and with this friendship strive to improve the fraternity and the common good of all the brothers. May we also practice chivalry, and with this chivalry win the admiration of those whom we love. May we also practice service whenever possible, and with this service aid those whom are less fortunate than ourselves. By practicing these ideals, may we be looked upon by our peers, instructors, and the community in the most positive light.

ARTICLE I: FRATERNAL NAME

SECTION 1. NAME.

This Chapter shall be known as the Tau Delta chapter of the Tau Epsilon Phi Fraternity and may be symbolized by the letters TEΦ.

ARTICLE II: PURPOSE

SECTION 1. PURPOSE.

The purpose of the Tau Delta Chapter of Tau Epsilon Phi is exclusively for social, recreational and other nonprofit purposes. Such purposes may include, but shall not be limited to the following:

- Promote educational and social well-being;
- Create a positive fraternal atmosphere;
- Promote goodwill on campus and in the community.

SECTION 2. INUREMENT.

No part of its net earnings shall inure to the benefit of any private individual, member or shareholder.

ARTICLE III: GENERAL CONSTITUTIONAL PROVISIONS

SECTION 1. SUPREMACY OF THE CONSTITUTION.

This Constitution shall remain as the standing laws of the Tau Delta Chapter of Tau Epsilon Phi. However, this Constitution shall always be subordinate to the Tau Epsilon Phi Fraternity's Constitution, Bylaws, Standing Rules, Policy and Position Statements and any published procedure documents. Additionally, the Tau Delta Chapter of Tau Epsilon Phi must comply with all the rules and regulations of the Tau Epsilon Phi Fraternity. The standing laws of the Tau Delta Chapter of Tau Epsilon Phi may not supersede the standing laws of the city of Columbus, Franklin County, the State of Ohio, or the United States of America. Any capitalized terms used but not defined in this Constitution are defined as set forth in the Tau Epsilon Phi Fraternity's Constitution, Bylaws, Standing Rules, Policy and Position Statements and any published procedure documents.

SECTION 2. RATIFICATION.

This Constitution shall require a unanimous vote in the presence of all of the Active Membership for

ratification. Should ratification fail, the Active Members can revise articles contained herein by simple majority. After revisions are finalized, a call for ratification will be made, at which point the document is put to a vote according to the aforementioned procedure. This process can continue cyclically until the required vote is satisfied.

SECTION 3. AMENDMENT.

If the Active or Alumni Members find that the Constitution requires additional detail after initial ratification, any Active or Alumni Member can submit a proposal for amendment. A proposal must be submitted in written form at a general meeting. During the next general meeting, discussion on that proposal shall occur followed by a vote. Amendments require a two-thirds majority of Active Members. Once ratified, amendments are appended to this Constitution and shall supersede any section contained herein.

SECTION 4. POLICIES.

The Tau Delta Chapter of Tau Epsilon Phi shall enact policies that shall address Constitutional provisions in greater detail. To initiate passage of a policy, a proposal must be submitted in written form to the Executive Board. During the next Executive Board meeting, discussion on that proposal shall occur followed by a vote. Any policy requires a majority of the Executive Board for adoption.

ARTICLE IV: OFFICERS AND DUTIES

SECTION 1. OFFICERS

The officers of the Chapter shall be: Chancellor, Vice-Chancellor of External Affairs, Vice-Chancellor of Internal Affairs, Bursar, Scribe, Warden, Brotherhood Development Chair, Recruitment Chair.

SECTION 2. DUTIES OF OFFICERS

(A) Chancellor.

The duties of the Chancellor shall be:

1. To be the official executive and responsible head of the chapter.
2. To preside at all meetings of the chapter, to perform all duties performed by the presiding officer on motions only to make or break a tie, or when his vote would determine the outcome, and on all elections of candidates for admission to the chapter or to an office.
3. To enforce strict observance of *The Constitution and the National Bylaws of the Fraternity* and of its traditions and ritual, of the chapter's bylaws, and of the regulations of the college or university.
4. To represent the chapter in all dealings with the officials of the institution at which the chapter is chartered and with the Grand Council or any of its agents.
5. To appoint all standing committees and special committees, designate the chairman thereof, to see to it that they carry out their duties, and remove members thereof who may neglect their duties or abuse their powers, and to serve as ex-officio of all chapter committees.
6. To levy fines in accordance with the bylaws of the chapter.
7. To keep the rituals and ritual paraphernalia securely guarded and to preside at all initiations and to prevent such conduct in connection with initiations that might reflect discredit upon the Fraternity.
8. To submit to the Executive Director or his designee, at the end of his term of office, and at such times as required by the Grand Council, a written report giving a complete and accurate account of the general condition of his chapter.
9. To countersign all checks and vouchers for cash payments.

(B) Vice-Chancellor of External Affairs.

The duties of the Vice-Chancellor of External Affairs shall be:

1. To serve at all times as the executive assistant of the Chancellor and in the latter's absence, incapacity, or disqualification, to serve as the executive responsible head of the chapter.
2. Run in a special election for Presidency in the event of a presidential vacancy.
3. To oversee and advise all of the following external committees and chairmen and report directly to the Executive Board:
 - a. Social
 - b. Philanthropy
 - c. Apparel
4. To meet regularly with all committee chairmen he oversees.
5. To announce committee openings at the beginning of each semester.

(C) Vice-Chancellor of Internal Affairs.

The duties of the Vice-Chancellor of Internal Affairs shall be:

1. In the absence or incapacity of the President, to perform all his duties.
2. Run in a special election for Presidency in the event of a presidential vacancy.
3. To be purchaser of all housing items, including but not limited to bathroom products, utensils, and cleaning supplies, etc.
4. To oversee and advise all of the following internal committees and chairmen and report directly to the Executive Board:
 - a. Academics
 - b. Alumni & Parent Relations
 - c. Housing
 - d. Cleaning
 - e. Composite
5. To meet regularly with all committee chairmen he oversees.
6. To announce committee openings at the beginning of each semester.

(D) Bursar.

The duties of the Bursar shall be:

1. To collect monies due to the undergraduate chapter giving his receipt thereof.
2. To hold the funds, securities, vouchers, and account books of the chapter.
3. To keep the books in accordance with such system of accounts as the Grand Council may require, and to render a monthly statement thereof to the chapter.
4. To remit to the proper authorities all sums of money lawfully assessed against or owed by the undergraduate chapter.
5. To furnish a corporate security bond, for which the chapter shall pay premiums, said bonds to be security through the Grand Council.
6. To forward to the Executive Director or his designee a copy of his chapter's annual budget for the coming year at least fifteen (15) days before the end of the scholastic year and such financial statements as may be required by the Grand Council.
7. To deliver to his successor or any one designated by the chapter all or any part as directed of the funds, securities, vouchers, and account books of his chapter.

8. To sign all checks and vouchers for cash payments.
9. To file appropriate tax forms with local, state, and federal tax authorities, including but not limited to tax returns, Form 990s, and nonprofit registration status.

(E) Scribe.

The duties of the Scribe shall be:

1. To keep an accurate, complete, and impartial account of the proceedings of his chapter and to forward a copy of such record from time to time to the Executive Director or his designee.
2. To keep custody of true and current copies of *The Constitution and National Bylaws of the Fraternity* and the chapter's bylaws, and of all minutes and records of the chapter, except those pertaining to other offices hereinafter provided for.
3. To appoint a chairperson and advise the following:
 - a. Historian
4. To conduct and file all chapter correspondence and give necessary notices to members and alumni.
5. To forward to the Grand Council or any of its agents such reports as are required by statute or as may be requested from time to time.

(F) Warden. (Risk Manager)

The duties of the Warden shall be:

1. To perform the duties of a sergeant-at-arms at all chapter meetings.
2. To be chair of the risk management committee and appoint a risk management co-chair.
3. To develop, manage and enforce procedures for the reduction of risk for the Chapter and all brothers.
4. To train brothers on areas of risk management and harm reduction, including health and wellness.
5. To serve as the primary contact for programs such as Sexual Assault Prevention and the Alcohol Skills Training Program.

(G) Brotherhood Development Chair

The duties of Brotherhood Development Chair shall be:

1. To have charge of all brotherhood events of the Chapter.
2. To have charge of all brotherhood programming.
3. To plan educational events.
4. To keep a record of the traditions, archives, and any other rituals pertinent to the Chapter.
5. To oversee the following chairmen:
 - a. Ritual Chairman
 - b. Pledge Master/New Member Education
 - c. Athletics
 - d. Programming
6. To coordinate the Big Brother/Little Brother Program and keep records of the family trees.
7. To know the brotherhood standards.
8. To keep track of each brothers' standards throughout the semester in preparation for SBRV through contact with each committee chair and the Chief Justice.
9. To give a Brotherhood Standards report, in the form of a spreadsheet, at the middle of each semester.

(H) Recruitment Chair

The duties of the Recruitment Chair shall be:

1. To have charge and supervise all-year-round recruiting affairs.
2. To maintain the Chapter's recruit names list.
3. To report and recommend recruits to the Chapter.
4. To arrange special recruitment meetings of the Chapter.
5. To prepare all necessary recruitment materials.
6. To make assignments to members regarding recruitment.
7. To conduct recruitment seminars explain techniques and rules at least once per semester.
8. To coordinate recruitment activities throughout each semester.

SECTION 3. ORDER OF SUCCESSION

The order of succession, for establishing interim officers, shall be the order that the officers are listed in this Article.

SECTION 4. TERM OF OFFICE.

The Officers shall have a term of office of one year. Elections will be held every November. All of the Officers shall assume their duties at the start of the Spring semester and shall serve until their successors have been duly installed. In the event of a vacancy, the officer shall assume his duties immediately upon election.

SECTION 5. OATH OF OFFICE

Before assuming office, each officer shall make an oath in the following form:

"I do solemnly swear that I shall faithfully execute the duties of the office of _____ of the Tau Delta Chapter of Tau Epsilon Phi and that I shall, to the best of my ability, observe, protect, and maintain the rules, traditions, and history of the Tau Delta chapter of Tau Epsilon Phi so help me God." (The phrase "so help me god" is an optional phrase, at the discretion of the elected officer)

The Chancellor, and past Chancellors, may administer the Oath of Office.

SECTION 6. ELIGIBILITY

All candidates for office in undergraduate chapters or colonies shall be members of the Fraternity in good standing with the Fraternity and their respective chapters or colonies, colleges, or universities. They shall not be indebted to their respective chapters or colonies, except for the current month's account.

SECTION 7. ELECTION MEETING

All officers of the Chapter shall be elected by a majority vote of the Active Members in good standing at a regular Active Member meeting designated for that purpose. However, any member who has been Chancellor for two full terms shall need to acquire a two-thirds vote for re-election. The order of the voting shall be the same as the Order of Succession as defined in Article IV, Section 3 of this Constitution.

SECTION 8. VACANCIES.

Officer Vacancies shall be filled at the regular Active Member meeting following the meeting that they are declared vacant. Vacancies shall be filled by the same method that Officer elections are held.

SECTION 9. IMPEACHMENT.

Any Officer can be impeached by a majority of the Active Members at any time in accordance with the

Chapter Policies and Procedures. Violation of this Constitution, incompetence, misuse of office, neglect of duties, or any other deficiencies shall be sufficient justification for recall of any officer.

1. The Chancellor and/or Warden must call a recall election if:
 - a. At least 1/3 of the active members sign a petition demanding the recall of an officer.
 - b. Said petition must state the reason said recall is being sought.
 - c. Recommended by the Standards Board.
2. Upon receiving the recall petition, the President and/or Secretary shall notify the officer whose recall is being sought that he is facing recall.
3. The officer facing recall shall be immediately suspended from his office and duties pending the recall election.
4. The President shall appoint another brother to fulfill the duties sought
 - a. In the case that the President faces recall, the Internal Vice-President shall assume the duties of the President until the recall election takes place.
5. All active Brothers who are eligible to vote will be entitled to vote at said recall election.

ARTICLE V: THE EXECUTIVE BOARD

SECTION 1. MEMBERS.

The members of the Executive Board shall be: Chancellor, Vice-Chancellor of External Affairs, Vice-Chancellor of Internal Affairs, Bursar, Scribe, Warden (Risk Manager), Brotherhood Development Chair, and Recruitment Chair(s).

SECTION 2. DUTIES OF THE EXECUTIVE BOARD

The duties of the Executive Board shall be:

1. To review and make a recommendation on all issues requiring a vote by the Active Membership.
2. To create any committees that it deems necessary.
3. To solicit preferences for and to appoint the Chairmen to all committees before the end of each semester.
4. To compile an agenda for each regular Active Member meeting.

ARTICLE VI: STANDARDS BOARD

SECTION 1. ESTABLISHMENT AND PURPOSE

A Standards Board is hereby established, for the purpose of resolving disputes between Active Members, determining disciplinary action for violations of the Chapter or Fraternity Constitution, Bylaws, Policies and Procedures and for appeals of fines imposed by the Executive Board.

SECTION 2. ELIGIBILITY

Any Active Member in good standing is eligible for a position on the Standards Board. There is no restriction to the number of terms an Active Member may serve. Active Members who are impeached from the Standards Board shall not be eligible for re-election.

SECTION 3. MEMBERSHIP AND TERM OF OFFICE

The Standards Board shall consist of five (5) members, all of whom shall be elected by the Active Members. They shall be elected a week after the Executive Board elections, in November. The elected members shall hold office for a term of one year, beginning with the first meeting of the spring semester.

These members should be at least one per class year. (One Sophomore, One Junior, One Senior, Flex Spot, and Head of Standards Board)

ARTICLE VII: COMMITTEES

SECTION 1. COMMITTEE FORMATION AND MAINTENANCE

The Chancellor has appoint all standing committees and special committees, designate the chairman thereof, to see to it that they carry out their duties, and remove members thereof who may neglect their duties or abuse their power. The Chancellor shall also serve as ex-officio of all chapter committees.

SECTION 2. COMMITTEE CHAIRMEN

The duties of the committee chairmen shall be:

1. To be responsible for the operations of his respective committee.
2. To call a meeting of his committee as he sees fit.
3. To schedule regular committee meetings.
4. To report the status of his committee at every active chapter meeting.
5. To meet with the Vice-Chancellor once per week.
6. To keep strict event and meeting attendance.
7. To levy fines within the domain of his committee as necessary and to report those fines to the Bursar immediately.
8. To remove delinquent members of his committee as he sees fit.

SECTION 3. INTERNAL AUDIT COMMITTEE

The Internal Audit Committee duties shall be:

1. To provide oversight of the financial reporting process
2. To provide oversight of the audit process
3. To review the Bursar and Executive Board's spendings and make sure all dues are being accounted for.

The Internal Audit Committee shall be composed of the: Chancellor and 3 non-executive board members.

ARTICLE VIII: MEMBERSHIP

SECTION 1. CLASSES OF MEMBERSHIP

There shall be two classes of Members:

(1) Active Membership

Active Membership may be conferred upon any male student at The Ohio State University, without restrictions relating to race, color, religion, age, physical disability, ethnic background, sexual orientation, creed, national origin, or male gender identity based on a consistent and uniform assertion and sincerely held core identity, who is:

- (i) pursuing a course leading to a degree
- (ii) in regular attendance and in good scholastic standing as defined by the Fraternity and University, GPA requirement as of 2022: 2.5 GPA
- (iii) not a member of any college Fraternity, except honorary, service, and professional Fraternities, and
- (iv) eligible according to the Tau Epsilon Phi Fraternity Constitution.

(2) Alumni Membership

Alumni Membership shall be automatically conferred upon every previously Active Member who has ceased to be an Active Member of the Chapter by reason of completion of the undergraduate and/or post-graduate courses which he has pursued or by reason of his withdrawal from the University.

SECTION 2. CANDIDATES FOR MEMBERSHIP

Candidates for membership shall become Active Members if the Candidate is:

- (1) Approved by 80% of the Active Members in good standing prior to induction into the candidate program,
- (2) Pledged the whole process and shall have conformed to all the requirements of the candidate program as outlined by statute, except that the Grand Council may waive the time requirement, and
- (3) in good standing prior to initiation.

SECTION 2.1 BIDS

In order to become a candidate, an individual must satisfy the following conditions:

- (1) A man must be an undergraduate at The Ohio State University, only.
- (2) He must receive a bid.
- (3) He must have a minimum of a 2.50 GPA and 12 credits earned.
- (4) He must be at least a second semester freshman or older, unless The Ohio State University allows otherwise.

Bids may be extended in any one of the following ways:

- (1) By an 80% affirmative vote of the Active Brothers who are in good standing and who are present and vote.
- (2) By mutual consent of the Chancellor, Vice Chancellors, and the Recruitment Chairman and his committee.
- (3) A legacy shall rush if he so desires and should be given a bid by 80% of the vote of the Active Brothers. A legacy is defined as the son, grandson, stepson, brother or nephew of an initiated member of Tau Epsilon Phi Fraternity. Although not necessary, it is highly recommended. Legacies get no special treatment in the process.

SECTION 2.2. LIVE-IN REQUIREMENTS

New members with first-year standing are required to live in the chapter house. The house is second year approved and will get sophomores exempt from living in dormitories on campus.

As of 1/1/2023, the chapter house is located at 240 E. 15th Avenue, Columbus, OH 43201.

Juniors are required to live in annex house if not filled with voluntary tenants.

As of 1/1/2023, the annex house is 1935 Indianola, Columbus, OH 43201.

SECTION 3. MEMBERSHIP STANDING

(1) An Active or Alumni Member shall achieve good standing if he is fulfilling his moral, financial and fraternal responsibilities to the Chapter, Fraternity, and University.

(2) An Active or Alumni Member's good standing status can be revoked by a majority vote of the Standards Board if he is not fulfilling his moral, financial, and fraternal responsibilities to the Chapter, Fraternity, and University, as outlined in the Chapter Constitution and Policies and Procedures and Fraternity's Constitution, Bylaws, Standing Rules, Policy and Position Statements and any published procedure documents. Any Active or Alumni Member not in good standing may appeal to the Standards Board and regain their good standing status by a majority vote.

(3) After if not in good standing or not in good academic standing, the Active or Alumni Member loses his privilege to participate in social events, house dinners, ceremonies, and the right to vote at Chapter meetings. Social events are defined as any event organized by the social committee, if any. Also, Active Member in bad standing at the beginning of the pledge meeting designated for big brother nominations is ineligible for big brother nomination.

SECTION 4. GROUNDS FOR DISMISSAL

An Active or Alumni Member is subject to dismissal under any of the following circumstances:

- (1) Conviction of a felony.
- (2) Gross misconduct of law.
- (3) Gross violations of grounds for disciplinary action as set forth in the University Handbook.
- (4) Failure to fulfill moral, financial, or fraternal commitments to the Chapter or Fraternity.

Dismissal is immediate and irrevocable.

SECTION 4.1: ACTIVE BROTHER EXPULSION

- (1) A member may be expelled for cause or for any conduct prejudicial to the Fraternity, or any of its members, or for financial delinquency, or for refusal to accept all the responsibilities of membership.
- (2) A member may be expelled only after specific charges have been accused against him to the Standards Board. The Standards Board shall report its findings with its recommendation thereon to the Chapter in a regular or special meeting.
- (3) A member is expelled following a vote of at least 50.1% of active members following an SBRV (Semiannual Brotherhood Removal Vote). An emergency BRV shall be called following the recommendation by the Standards Board and is approved by a 7/8 vote in favor of the BRV of the Executive Board.
- (4) The Chancellor reserves the right to remove any member for violating brotherhood standards.

SECTION 5. HAZING

Hazing is an action taken or situation created intentionally, whether on or off Chapter or Fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations, without limitation, include: paddling in any form, creation of excessive fatigue, physical and psychological shocks, or any activity carried on outside the confines of the Chapter house wherein, publicly, apparel which is conspicuous and not normally in good taste is worn, engaging in

public stunts and buffoonery, morally degrading or humiliating games and activities, and any other activities which are not consistent with Fraternal law, ritual, or policy or the regulations and policies of the Chapter, Fraternity or University, and is specifically forbidden and prohibited by the Fraternity.

SECTION 6.

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, admission, and employment.

ARTICLE IX: CHAPTER MEETINGS

SECTION 1. TIME

Meetings of the Active Members shall be held regularly at a time decided by the Executive Board. The Chancellor and Executive Board reserve the right to cancel or reschedule any meetings. Active Members must be informed at least 72 hours in advance for a mandatory meeting; any uninformed Active Member is exempt from being fined. The Chancellor and the Executive Board also reserve the right to alter the scheduled start of the meeting by 2 hours. As of 2022, chapter meetings shall be held at 7pm on Mondays.

SECTION 2. ORDER OF BUSINESS

The order of business for all Active Member meetings shall be as follows:

- I. Chancellor's Call to Order
- II. Roll Call
- III. Reading of Minutes Not Yet Approved
- IV. Officer Reports (in order of succession)
 - a. Committee Reports (after their respective appointee)
- V. Old Business
- VI. New Business
- VII. Announcements
- VIII. Good & Welfare (Snaps)
- IX. Adjournment

SECTION 3. QUORUM

- (1) In order for quorum to be reached, 3/5 of all Active Members in good standing, with at least two members of the Executive Board, must be present at the meeting.
- (2) In the event quorum is not reached within 30 minutes of the scheduled time, the meeting is deemed canceled.
- (3) Emergency meetings can be called upon by the Executive Board.

SECTION 4: ATTENDANCE

Chapter Meetings are mandatory to all members. 3 unexcused absences are permitted. Any absence after that is social probation, meaning the member will miss that weeks social events, brotherhood events, etc.

Excused absences include but are not limited to: Class, work, sickness, out of town, etc.

ARTICLE XI: FOUNDING FATHERS

Let it be known that the founding executive board of the Tau Delta Chapter of Tau Epsilon Phi were:

Chancellor: Ethan R. DeVelvis, VCE: Ethan Schweitzman, VCI: Josh DeCicco Bursar: Adam Kling, Warden: Alec Berkowitz, BDC: James Luftig, Recruitment: Gavi Steinman, Nicholas Baldi, Zach Veneck, Scribe: Tyler Mandelkorn

Let it be known that the founding executive board of the Tau Delta interest group of Tau Epsilon Phi were:

Chancellor: Jared Ettenger, VCE: Nathan Mundell, VCI: Matt Ettenger, Bursar: Joshua Klein, Warden: Ethan R. DeVelvis, BDC: Jack Lagnado, Recruitment: Greg Greenblatt, Scribe: N/A

Let it be known that this constitution was drafted by:

Ethan R. DeVelvis, Andrew J. Baker

ARTICLE XIII: RATIFICATION OF THIS CONSTITUTION

Let it be known that this Constitution was ratified on November 7th, 2022, by the Active Members of the Tau Delta Chapter of Tau Epsilon Phi.

ARTICLE XIV: DISSOLUTION

Pursuant to the National Rules, the Fraternity may declare the Chapter dormant and inactive and require the surrender of the Chapter's charter. In furtherance thereof, the Fraternity may require the dissolution of the Chapter. In the event of the dissolution of the Tau Delta Chapter of Tau Epsilon Phi, by the Fraternity or otherwise, all Fraternity records and ritual materials will be returned to the national Tau Epsilon Phi Fraternity. Following payment of all debts, the property and funds of the chapter shall be distributed to the Tau Epsilon Phi Fraternity. The Chapter, its members and officers shall take such actions as may be required to dissolve and distribute its assets in accordance with the provisions of this Article XIV and the National Rules including, but not limited to holding required votes, signing Articles of Dissolution or similar documents and signing instruments of conveyance.