

Lambda Theta Alpha Latin Sorority, Inc.
Eta Theta Chapter

By-Laws

Article I

Attendance

Section I Attendance shall be required for all weekly chapter meetings. It shall also be required for events that are hosted/sponsored by, and/or anything under the name of Lambda Theta Alpha, unless with proper documentation of an excuse (i.e., class, exams, emergency [medical], family).

A written excuse shall be submitted to the Chapter Google Drive at least forty-eight (48) hours prior to the meeting/event. This applies to large and important events and/or collaborations as well as events you have *committed* to attending. You shall notify either the President, Vice President and/or Secretary about the absence forty-eight (48) hours prior to the meeting.

Section II A proper excuse consists of a letter, typed in a memo format. Then it should be submitted to either the President, Vice President, and/or Secretary via the shared google drive.

Section III The member(s) shall present the circumstances for an unexcused absence to the President, Vice-President, and/or Secretary.

A. A no-show to chapter or an event without the proper excuse letter will lead to the following consequences:

1. The sister must attend one university event as a representative of the chapter and provide evidence of their attendance within the next week of missing the specific chapter date or an event without proper excuse.

Section IV The weekly Chapter meeting shall consist of a maximum two (2.0) hour time block. Leaving before the two (2.0) hour block of time will result in an absence and loss of voting privileges if any voting takes place after departure.

Section V Member(s) shall be excused from an event if an emergency arises, considering the consent of the President, Vice President and/or Secretary.

- A. Emergency absence and/or scheduling conflicts will be excused based on the discretion of the President, Vice President, and

Secretary. (i.e scheduling errors).

Article II

Fines

- Section I The fining system will revolve around strikes. Three strikes results in a \$7 (Seven dollar) fine. After a sister receives three strikes and pays her fine, the strikes reset. Every month strikes reset. The following incidents would result in a strike.
- a. Not sending/completing tasks by midnight before the next chapter meeting.
 - b. Not being prepared for a meeting (i.e., not fulfilling assigned responsibilities, unawareness of agenda)
 - c. Being late (i.e., arriving to chapter or an event after the agreed start time (7 minutes late or more)) without a valid excuse.
 - d. Not wearing Lambda Theta Alpha Latin Sorority, Incorporated paraphernalia to Chapter meetings (letters).
 - e. Not responding to messages deemed urgent in the Chapter group chat.
 - f. Failure to pay a previous fine by the designated deadline.
 - g. Disruptive behavior during Chapter meetings (i.e. negative energy, talking about issues irrelevant to the business being conducted, sleeping, being on the phone, etc.)

Articles III

Meetings

- Section I There shall be two (2) types of meetings: Regular and Emergency meetings.
- A. Regular business meetings shall be held by the chapter on a weekly basis. The location, time, and date of the meeting shall be established by the general membership including the Chapter Board.
 - B. Emergency meetings shall be called by the Chapter President who shall set the time, date, and location of the meeting. Notice of such meetings shall be given in writing at least twenty-four (24) hours prior to the meeting and shall specify the objective and/or need it fulfils. No fines or strikes will be imposed on members who will not be able to attend.
- Section II **Quorum:**
At regular and/or emergency meetings, the presence of the majority of membership (75% of chapter leadership) shall be required to constitute a quorum for transaction of business, but a smaller number may adjourn the meeting.

Section IV A Sergeant of Arms will be appointed at the beginning of each Chapter meeting and will be responsible for ensuring that business is being conducted efficiently and that members are focused on the tasks at hand.

Article IV

Reports and Paperwork

Section I All Area Board reports are to be handed in to the appropriate Area Board Representative on or before the last Sunday of every month unless your position specifies otherwise.

Section II Failure to hand in reports on time will result in a fifteen (\$15) dollar fine that shall be paid by the individual member.

Section III Every chapter board position will maintain a folder in the drive that will become the property of Lambda Theta Alpha Latin Sorority, Incorporated Eta Theta Chapter, to be passed on to the next person in the position.

Article V

Nominations

Section I Nominations shall be submitted in accordance with an election timeline approved by the National Elections Committee.

Section III After being notified via email by the Secretary, nominees must accept or decline and submit a letter of intent with an official letterhead via the shared Google Drive in accordance with an election timeline approved by the National Elections Committee.

Section IV All active members shall review letters of intent submitted via the Google Drive and determine eligibility requirements for all nominees. Nominees and members eligible to vote must be present at the election meeting to vote.

Article VI

Elections

Section I Election will be held in accordance with an election timeline approved by the National Elections Committee.

Section II Officers shall be elected by majority vote.

Section III Elected officials shall take office immediately after the last Chapter meeting of the semester.

Article VII
Filling in Vacancies

Section I The President shall have the authority to appoint an active member in good standing to fill any vacancy on the Chapter Board with a majority vote of the Chapter Board.

A. The appointed member shall serve their term on the Chapter Board until the following election, where a successor will be elected.

Article VIII
Removal of Members

Section I Refer to Standing Rules I, Chapter 8, Section IV.

Amendments

Amendment I Any undergraduate and alumni sisters/siblings under the chapter's monies outstanding list will not be permitted to attend any part of the chapter's orientation process until such money has been paid in full.

Amendment II Any active undergraduate sister wishing to perform Lambda Theta Alpha traditions such as saluting, strolling, chants &/or cadences in which practice is required for a large performance, must maintain a cumulative GPA of 2.5 or higher.

Amendment III MGC representatives must file MGC minutes in the drive.

Non-Discrimination Clause

Section I This organization does not discriminate based on 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.

Last Update: April 7th, 2023, by Adriana Mendoza Vargas