

**Beta Nu Chapter
of
Sigma Nu Fraternity**

Constitution

Article I – Name, Purpose, and Non-discrimination Policy

Section 1: Name: The name of this organization shall be known as the Beta Nu Chapter of Sigma Nu Fraternity.

Section 2: Purpose: This organization is a chapter of the Sigma Nu fraternity. Membership will grant access to the Honor Society and Brotherhood of Sigma Nu. This means members will partake in service, internal development, and social gatherings all alongside their peers and brothers.

Section 3: Non-discrimination Policy: This organization does not discriminate on the basis of age, ancestry, color, disability, 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 II – Membership

Section 1: Eligibility

- a. A member must be a good man and have the character which places him in good standing with both the Ohio State University and his peers.
- b. Any individual seeking membership in this Chapter must have a cumulative grade point average of 2.5
- c. No man registered at The Ohio State University shall be denied membership in this Chapter on the basis of their culture, pedigree, or experience.
- d. No man shall be elected into this Chapter strictly as an honorary member.

Section 2: Voting on Candidates

- a. All individuals seeking membership in this Chapter having met the qualifications in Section 1 shall be subject to the unanimous approval of all current Chapter members.
- b. No absentee vote will be permitted when voting to extend bids for membership.
- c. Candidates that have been proposed and rejected may be proposed again.

Article III – Methods for Removing Members and Officers

Section 1: Impeachment of Officers

- a. Any officer may be impeached by action taken by active members in good standing with the Chapter.

- b. 51 percent of members must be in support of the impeachment motion before Chapter voting can take place.
- c. If the impeachment motion is carried, a hearing will be held to discuss charges with a quorum of the Chapter present as dictated by The Law of Sigma Nu Fraternity, Inc.
- d. A vote will be called and $\frac{3}{4}$ affirmative vote by the Chapter is required for an officer to be removed from office.

Section 2: Removal of Brothers: Any brother that commits an act that is not in accordance with the statutes or law of either Sigma Nu Fraternity or the University, as well as local, state and federal laws, shall be subject to reprimand and penalties issued by the Chapter Honor Board.

Article IV – Organization Leadership

Section 1: Officers

- a. COMMANDER
- b. LIEUTENANT COMMANDER
- c. TREASURER
- d. RECORDER
- e. MARSHAL
- f. CHAPLAIN
- g. LEAD OFFICER
- h. RECRUITMENT OFFICER
- i. ALUMNI RELATIONS OFFICER
- j. SENTINEL

Section 2: COMMANDER: The Commander shall have the following powers and duties:

- a. To issue and enforce a Chapter summons commanding any member of the Chapter to attend a Chapter convocation.
- b. To preside at all Chapter convocations.
- c. To preserve order and inflict fines for disorderly conduct.
- d. To decide all points of law and order.
- e. To appoint all Chapter committees.
- f. To countersign all orders on the Chapter treasury.
- g. To report to the Chapter any failure by the officers of the Chapter to properly perform their duties with recommendations for removal from office or such other action as may be considered proper.
- h. To perform those duties required by the RITUAL.

Section 3: LIEUTENANT COMMANDER: The Lieutenant Commander shall have the following powers and duties:

- a. To coordinate participation in all standards programs for the Chapter.
- b. To assist the Commander and in the Commander's temporary absence perform the Commander's duties.
- c. To perform those duties required by the RITUAL.

- Section 4: TREASURER:** The Treasurer shall have the following powers and duties:
- a. To promptly collect all dues, taxes, fines, and other monies owed to the Chapter.
 - b. To pay out the Chapter's monies only upon order of the Commander with consent of the Chapter.
 - c. To remit to the Executive Director within ten days after collection the taxes, dues, fees, and other monies payable to the General FRATERNITY. He shall be personally responsible to the FRATERNITY for all sums not remitted.
 - d. To properly maintain the accounts of the Chapter pursuant to the books of uniform accounting published by the Executive Director.
 - e. To make at the end of each fiscal year a complete report to the Executive Director of the financial condition of the Chapter.
 - f. To make such other reports as may be required from time to time by the Executive Director.

- Section 5: RECORDER:** The Recorder shall have the following powers and duties:
- a. To maintain a written record of all proceedings of the Chapter and, when requested, to send a copy of such record to the Executive Director or the Council.
 - b. To make any other reports requested by the Executive Director.
 - c. To perform the duties of the Corresponding Secretary for the Chapter.
 - d. To send, on proper forms to the Executive Director, Reports of Candidacy or Initiation, affiliations, deaths, Expulsions, and election of officers within three days after the occurrence of such events.
 - e. To sign all orders upon the Chapter treasury.
 - f. The Recorder shall report to the Editor of The Delta all news items and other matters suitable for publication in The Delta and shall perform any other appropriate duties requested by a General Officer.

Section 6: MARSHAL: The Marshal shall direct and coordinate the Chapter's Candidate education program. The Marshal shall also perform duties required of him by the RITUAL and those, which the Commander may direct.

- Section 7: CHAPLAIN:** The Chaplain shall have the following powers and duties:
- a. Make plans for Divine Worship
 - b. Coordinate the chapter's use of the RITUAL
 - c. Assist with the Candidate Education Program
 - d. Perform such other related duties as the Commander may direct.

Section 8: LEAD OFFICER: For LEAD Chapters, the LEAD Officer will coordinate all LEAD phases and perform such other related duties as the Commander may direct.

Section 9: RECRUITMENT OFFICER: The Recruitment OFFICER shall direct and coordinate the Chapter's recruitment activities.

Section 10: ALUMNI RELATIONS OFFICER: The Alumni Relations Officer shall collect and report information relating to the Alumni Brothers of the Chapter and shall be the liaison between the Alumni Brothers and the Collegiate Chapter.

Section 11: SENTINEL: The Sentinel shall perform those duties required of him by the RITUAL and those which the Commander may direct.

Article V – Election of Officers

Section 1: Election

- a. Elections of officers shall be held every year in October.
- b. Nominations shall be made no less than one week prior to the set date of elections.
- c. Officers will be elected upon receiving a majority vote of the Chapter. If, in the case of three candidates or more, a run-off election shall be held between the two candidates with the highest number of votes.

Section 2: Investment of Officers: Installation of officers shall be held no later than two weeks following the elections of the officers. Officers must commit to the oath in Article Seven, Section 6.7 of The Law of Sigma Nu Fraternity, Inc.

Article VI – Executive Committee

- a. The Executive Council shall be composed of the Commander, Lieutenant Commander, Recorder, and Treasurer serving as permanent voting members, with the Chapter Advisor as an ex-officio, non-voting member.
- b. The Lieutenant Commander shall preside over the Executive Council and make reports/recommendations to the Chapter at weekly meetings.
- c. The Executive Council shall meet once per week to set the agenda of the next weekly Chapter meeting.
- d. The Executive Council shall perform other duties at the request of the Chapter.

Article VII – Standing Committees

Section 1: Finance Committee

- a. The Finance Committee shall be composed of the Treasurer as Chairman, Commander, Lieutenant Commander, the Chapter Advisor, and an Alumni Advisor, if available, knowledgeable in budgeting and accounting procedures.

- b. The Committee shall establish a budget biannually, or annually, subject to the Chapter's desire, to be approved by the Executive Council and the Chapter.
- c. The Committee shall be responsible for the implementation of the Fraternity's 30/90 day policy pursuant to Article Seven, Section 8 of The Law of Sigma Nu Fraternity, Inc.
- d. The Committee shall review on a monthly basis the budget and make recommendations for changes as they are needed.
- e. The Committee shall propose to the Chapter the dues that are to be the responsibility of each member. The Committee is responsible for the adjustment of dues as required.
- f. The Committee shall perform other duties at the request of the Chapter.

Section 2: Recruitment Committee

- a. The Committee shall be chaired by the Recruitment Chairman.
- b. Members serving on the Recruitment Committee will be appointed by the Recruitment Chairman.
- c. This Committee and the Lieutenant Commander, in an ex-officio capacity, shall be responsible in the design, implementation, and review of the recruitment program.
- d. This Committee shall perform other duties at the request of the Chapter.

Section 3: Social Committee

- a. The Committee shall be composed of a Chairman, Lieutenant Commander, in an ex-officio capacity, and at least five members.
- b. The Chairman shall be appointed by the Commander and approved by the Chapter.
- c. The Chairman shall select members of this committee.
- d. The Committee shall assist and advise the Social Chairman in the planning, coordinating, and preparation of social events. The Committee is not authorized to spend monies without the Social Chairman's approval and in alignment of the chapter-approved budget.
- e. This Committee shall perform other duties at the request of the Chapter.

Section 4: Candidate Education Committee

- a. This Committee shall be chaired by the Marshal.
- b. The Marshal shall select the two additional members to this Committee.
- c. This Committee shall be responsible for assisting the Marshal in design and implementation of the chapter candidate education program, which is to be based on Phase I of the Fraternity's LEAD Program.

d. This Committee shall perform any other duties at the request of the Chapter.

Section 5: Public Relations Committee

- a. This Committee shall be composed of a Chairman, the Lieutenant Commander, in an ex-officio capacity, and other members as needed.
- b. The Chairman shall be appointed by the Commander and approved by the Chapter.
- c. The Committee shall assist the Public Relations Chairman in working to promote the Chapter's image and activities to the University community.
- d. This Committee shall perform other duties at the request of the Chapter.

Section 6: Housing Committee (if the chapter occupies a chapter facility)

- a. This Committee shall be composed of a Chairman and other members as needed.
- b. This Committee, in coordination with the University/landlord/house corporation, will oversee the development and implementation of a cleaning and maintenance schedule for the chapter facility.
- c. This Committee shall perform other duties at the request of the Chapter.

Section 7: Activities Committee

- a. This Committee shall be composed of a Chairman, appointed by the Commander and approved by the chapter, and at least two members, appointed by the Chairman. In addition, the Lieutenant Commander shall assist in an ex-officio capacity.
- b. The Committee shall be responsible for planning service projects, philanthropy events, fundraising activities, and other special projects.
- c. This Committee shall perform other duties at the request of the Chapter.

Section 8: Alumni Committee

- a. This Committee shall be composed of the Alumni Relations Chairman, the Lieutenant Commander, in an ex-officio capacity, and at least two additional members, appointed by the Chairman.
- b. This Committee shall be responsible for the establishment, coordination, and administration of the Alumni Program, Alumni Newsletter, Alumni gatherings, and Alumni and Parents participation in the Chapter.
- c. This Committee shall perform other duties at the request of the Chapter.

Section 9: Scholarship Committee

- a. The Committee shall be composed of a Chairman, appointed by the Commander and approved by the Chapter, and at least two other members, appointed by the Chairman. In addition, the Lieutenant Commander shall assist in an ex-officio capacity.
- b. Each member of the Committee shall be in good standing academically.
- c. The Committee shall develop and implement an academic support and accountability program.
- d. This Committee shall perform other duties at the request of the Chapter.

Section 10: Bylaws Committee

- a. This Committee shall be chaired by the Lieutenant Commander and will be composed of at least two additional members and the Chapter Advisor.
- b. The Committee has the purpose of drafting and/or updating the bylaws of the Chapter on an annual basis.

Article VIII – Advisory Board: The Beta Nu Chapter of Sigma Nu will have an advisory board created of past alumni of Sigma Nu. The board shall observe and advise the chapter in matters in which the board deems appropriate. The board shall be self governing independent of the governing statutes set forth in this constitution and, therefore, will elect its own members and hold itself accountable for the tasks it is required to by the Law of Sigma Nu.

Article IX – Meetings of the Organization

Section 1: Meetings: Chapter meetings shall be conducted at least weekly.

Section 2: Emergency Meetings: The Executive Council shall have the power to call emergency meetings if the need arises.

Section 3: Parliamentary Procedure

- a. Meetings will run in accordance with the structure outlined in Robert’s Rules of Order, Revised.
- b. Members must be recognized by the Commander before speaking in Chapter meetings.

Section 4: Alcohol and Other Drug Substances

- a. Any Chapter member who enters a meeting intoxicated or under the influence of drugs to any degree shall be ejected from that meeting, escorted home by another member of the Chapter, and will be subject to penalties and/or fines under the discretion of the Commander.
- b. No alcoholic beverages or tobacco shall be allowed at business meetings of the Chapter.

Section 5: Quorum: 2/3 of the total active membership must be present for a business meeting of the Chapter to be held.

Section 6: Attendance Policy

- a. Members must attend all regular Chapter meetings.
- b. A fine or punishment of an additional hour of service shall be levied for each unexcused absence of a regular meeting by a Chapter member.
- c. An excused absence shall be defined as any excuse approved by the Executive Board
- d. Failure to notify the Commander of a previous engagement will subject the member to the discipline noted in Article Five, Section 6.b.
- e. In the case of an unscheduled meeting called by the Executive Council, an excused absence will be defined and cleared by the Executive Council.

Article X – Attendees of Events: All attendees of events held by the Beta Nu chapter of Sigma Nu are held to the standards set forth in the Risk Reduction Policy of Sigma Nu. All attendees will be signed in and out of events and anyone not on the guest list will not be allowed to participate.

Article XI – Method for Amending Constitution

Section 1: Amendments: Any member in good standing may propose an Amendment to the Bylaws at regular business meetings of the Chapter.

Section 2: Process of Bringing Forward an Amendment: All proposed Amendments shall be read by the Recorder at three (3) consecutive meetings before being voted upon.

Section 3: Voting: Once an Amendment is approved by the majority of the Chapter, a 2/3 quorum must be present for a vote, the Amendment will be checked to make sure it abides with The Law of Sigma Nu Fraternity, Inc. and the policies of The Ohio State University.

Article XII – Method of Dissolution of Organization: The dissolution of the Organization can only come from orders of the Ohio State University or Sigma Nu. When asked to dissolve, the Organization will cease to exist and all members are disbanded. The items from Sigma Nu shall be returned to National headquarters and the rest returned to members.