**BYLAWS of THETA ALPHA CHAPTER**

Adopted: May 1992

Revised: October 1997; October 1998; February 1999; June 2000; February 2002; November 2002; April 2003; December 2003; November 2004; January 2005; October 2005; December 2006; March 2008; November 2008; December 2009; February 2011; January 2013; November 11, 2013; October 25, 2014; November 13, 2016; August 2019; October 2020; November 2023

Amended: January 2020

**ARTICLE I – NAME**

The name of this chapter shall be the Theta Alpha Chapter of Sigma Alpha Iota, located at The Ohio State University in Columbus, Ohio.

**ARTICLE II - GENERAL PROVISIONS**

Section 1. General Policies and Procedures. Any Fraternity procedures or obligations, either chapter or individual, which are not specifically defined in these Bylaws, shall be handled in accordance with established procedures as prescribed in appropriate Fraternity publications.

Section 2. Abbreviations. The following abbreviations shall be used as appropriate throughout these bylaws:

CPM – Chapter Procedures Manual

LCPM – Local Chapter Procedures Manual

GPA – Grade Point Average

**ARTICLE III – MEMBERSHIP**

Section 1. Eligibility Requirements for Student Membership.

A. Membership is open to any student who, in good faith, identifies as a woman and has completed at least one semester of study at The Ohio State University.

B. A Prospective Member-in-Training must have a sincere interest in music and be willing to uphold the ideals of Sigma Alpha Iota.

C. A Prospective Member-in-Training must have completed or be currently enrolled in one or more courses in music.

D. The minimum, overall cumulative grade point average required for membership is 2.5.

Section 2. Title IX Status and Statement Against Discrimination.

1. Sigma Alpha Iota is a Title IX exempt organization. Sigma Alpha Iota does not discriminate against women students on the basis of race, color, national origin, religion, creed, political belief, disability, age, marital status, veteran status, or sexual orientation.

Section 3. Exception to Active Membership.

A. A member may become locally inactive for one semester. A member must submit a written request for inactive status at the beginning of the semester for approval.

B. Reasons for inactive status shall include, but not be limited to: student teaching away from campus; study abroad; internship; financial issues; medical issues; family issues; class conflicts; work conflicts.

C. Other extenuating circumstances will be considered as they arise.

D. While inactive, a member is responsible for national dues but local dues may be waived.

E. An inactive member may not vote, may not hold office, may not serve on committees or serve as a committee chairman, may not be a sponsor for a Member-in-Training, may not participate in ritual ceremonies. Special permission is required to be eligible for fraternity or chapter honors and awards.

F. All inactive members are encouraged to attend chapter musicales, ritual ceremonies and other designated public events as an audience member when invited.

Section 4. Removal of Members and Executive Officers.

 A. If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor.

 B. Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor.

 C. In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), {00312468-1} the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

Section 5. Financial Obligations of Membership.

A. All members must pay annual dues in a timely manner to be in good financial standing.

B. Members who have not met their financial obligations in full by the end of the fraternity year will be considered a member not-in-good-standing and will be reported to National Headquarters as delinquent.

Section 6. Voting Privileges of Membership.

A. Only members in good standing may vote on chapter business.

B. To be in good standing, a member must:

1. Pay all dues and fees in full by the set due date.

2. Attend all chapter meetings and events, unless excused.

3. Maintain at least a 2.5 GPA, the minimum GPA required by local school regulations for active participation in extra-curricular activities.

Section 7. Alumnae Member Status. Members are granted alumnae status upon graduation, termination of studies, or special request and are encouraged to join the Sigma Alpha Iota Alumnae Association and to affiliate with a local alumnae chapter.

**ARTICLE IV – MEMBER-IN-TRAINING**

Section 1. Invitations to Membership. After all membership eligibility criteria are met, invitations to membership are issued upon a two-thirds affirmative vote of the chapter in accordance with the CPM.

Section 2. Sponsors. Each Member-in-Training will have a sponsor.

A. Service as a sponsor shall be voluntary.

1. Sponsors are responsible for assisting and advising the Members-in-Training, ensuring that they fulfill the requirements for initiation into the Fraternity and preparing them to meet the responsibilities and expectations of membership.

Section 3. Requirements for Initiation. To be initiated into the Fraternity, a Member-in-Training must:

A. Pay all fees in full by the set due date.

B. Demonstrate her musical ability by participating in a membership performance. This participation requirement may be fulfilled by a performance as a soloist, as a member of an ensemble, or, if not a performer, by a demonstration of her interest in and knowledge of music.

C. Pass the National Membership Examination.

D. Fulfill the requirements of the National and Chapter Member-in-Training program.

Section 4. Fees.

A. The Member-in-Training fee must be paid in full at the time of the Pledging Ceremony. This fee is not refundable.

B. The initiation fee, which includes the life leasehold of an official member Badge, must be paid in full at the time of the National Membership Examination.

Section 5. Statement Against Hazing.

1. Sigma Alpha Iota condemns the hazing of prospective initiates, and Theta Alpha chapter will neither conduct nor participate in hazing activities of any kind.

**ARTICLE V – OFFICERS**

Section 1. Elected Officers. The elected officers of the chapter shall be: President; Vice President, Membership; Vice President, Ritual; Secretary; Treasurer; Sergeant-at-Arms; and Editor.

Section 2. Duties of Officers. Duties of officers are as listed in the CPM.

Section 3. Term Length of Offices.

1. The term of office begins with the installation of officers and ends after a term of 1 year or when the new officers are installed.

B. If the nominating committee wishes to consider the current president or treasurer for a second term of office, the committee must first obtain permission, as outlined in the CPM, prior to placing her name on the slate of officers.

Section 4. Vacancies in Office. Vacancies in office will be filled in accordance with the procedures outlined in the CPM.

**ARTICLE VI - NOMINATIONS AND ELECTIONS**

Section 1. Qualifications for Election. To be elected to office a member must:

1. Be current in the payment of dues and fees.
2. Attend all chapter meetings and events, unless excused.
3. Maintain the minimum GPA required by local school regulations for active participation in extracurricular activities and to hold office.
4. Local requirements for election:
	1. It is recommended that a nominee for President; Vice President, Membership; and Vice President, Ritual have been a member of the chapter for at least one semester.
	2. It is recommended that a nominee for President has served as an elected officer.

Section 2. Nominating Committee. A nominating committee of three members shall be elected by the chapter in accordance with the CPM.

Section 3. Nominations. Nominations will be conducted in accordance with the procedures outlined in the CPM.

Section 4. Elections. Elections will be conducted in accordance with the procedures outlined in the CPM.

**ARTICLE VII - EXECUTIVE BOARD**

Section 1. Membership. The executive board shall be composed of all 8 elected chapter officers listed in ARTICLE V above.

Section 2. Responsibilities. Duties of the executive board are as outlined in the CPM.

Section 3. Meetings.

1. The executive board should meet before each Formal Business Meeting in accordance with the CPM
2. The executive board is to meet five times each year with the advisory committee in accordance with the CPM.

Section 4. Quorum. Quorum shall be designated as a simple majority of the chapter’s executive board membership.

**ARTICLE VIII – MEETINGS**

Section 1. Chapter Meetings. Chapter meetings are business meetings that are held at regular times.

A. Formal business meetings must take place at least once each month and must include ritual. Appropriate business attire is required.

B. Informal chapter meetings shall take place on weeks when there is no formal business meeting.

C. Quorum shall be designated as two-thirds of the chapter’s members-in-good-standing.

Section 2. Special Meetings. Special meetings are meetings of the entire chapter held for emergency purposes, for business that could not be planned for in advance but must be transacted before the next scheduled meeting.

1. A special meeting can be called by the chapter president or by 3 chapter members.

**ARTICLE IX – COMMITTEES**

Section 1. Standing Committees. Standing committees are ongoing committees that have continuing responsibilities throughout the year.

1. Standing committees of the chapter include: Fundraising, Membership, Service, PGR, Honors, and Fraternity Education (Fr.Ed.)
2. The chapter president shall appoint committee chairmen.
3. Members will be asked to submit their requests to the President for committee preference. Each member must participate in at least one committee during each fraternity year.
4. Committee size is dictated by chapter size or as needed. Members may serve on more than one committee. Committees may be headed by one chairmen, or two co-chairmen, depending on the chapter size or as needed.
5. Duties of the committees are as listed in the CPM.
6. The term of office for committee chairmen is 1 year per the CPM.

Section 2. Special Committees. Special committees may be created by the chapter as needed to function until completion of a specified assignment. These committees include, but are not limited to, Bylaws, Nominating, and Honors Committees.

Section 3. Ex-Officio Committee Membership. The President shall serve as an ex-officio member on all committees except for the Nominating Committee.

**ARTICLE X – CHAPTER ADVISORS/ADVISORY COMMITTEE**

Section 1. Faculty Advisor. Every chapter is required to have a faculty advisor.

Section 2 Advisory Committee. An advisory committee shall be formed in accordance with the CPM.

Section 3. Meetings. The advisor(s) shall meet at least once each semester by themselves and with the executive board bi-monthly in accordance with the CPM.

Section 4. Responsibilities. Responsibilities and duties of advisors are as outlined in the CPM.

**ARTICLE XI - HONORS AND AWARDS**

Section 1. Honors Committee. The chapter president will appoint an Honors Committee of three members in January in accordance with the CPM. Duties of the Honors Committee shall be as outlined in the CPM.

Section 2. National Honors and Awards. The Chapter may present National Honors and Awards in accordance with the National Bylaws and the CPM.

Section 3. Local Honors and Awards. The chaptermay present local awards with the approval of the Province Officer as long as they do not resemble national awards in name and form.

**ARTICLE XII-PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert’s Rules of Order, Newly Revised* shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the chapter may adopt.

**ARTICLE XIII - AMENDMENT OF BYLAWS**

Amendments to these Bylaws may be proposed in writing at any regular meeting and voted upon at a second meeting held at least 48 hours later. A two-thirds affirmative vote of the chapter members in-good-standing is required.