

CONSTITUTION AND BYLAWS

OF

**DELTA SIGMA DELTA
FRATERNITY**

ORGANIZED NOVEMBER 15, 1882

Incorporated Under the Laws of the

State of Illinois, October 7, 1891

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CONSTITUTION

ARTICLE I

This organization, incorporated under the laws of the State of Illinois in the United States of America, shall be known as Delta Sigma Delta Fraternity.

ARTICLE II

The object of this Fraternity shall be to keep high the standards of dentistry by inculcating in the minds of dental students and practitioners a spirit of fraternal cooperation toward scientific, ethical and professional progress.

This Fraternity is organized and operated to promote the common business interests of dentists and is not organized for profit. No part of the net earnings of which inures to the benefit of any private shareholders or individuals.

ARTICLE III

Section 1. No person shall be eligible for admission to this Fraternity who is not:

- A. a dental student working toward the American degree of D.D.S., D.M.D. or its equivalent.
- B. a practitioner of dentistry.
- C. one who has made notable contributions to dentistry or to the Fraternity.

The aforementioned qualifications notwithstanding, no person shall be barred from membership on the basis of race, color, gender, religion, or national origin.

Section 2. The headquarters of the fraternity shall be located in the United States of America, at such place as the Supreme Council shall determine.

Section 3. This Fraternity shall be international in scope. The following organizations shall be its governing bodies constituted and having the jurisdiction, rights, duties, and privileges as hereinafter prescribed:

- A. Supreme Chapter
- B. Supreme Council
- C. Graduate Chapters
- D. Undergraduate Chapters
- E. Council of Deputies

30 F. Council of Graduate Chapters

31 G. Continental Chapters

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ARTICLE IV

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The Supreme Chapter

34 Section 1. The Supreme Chapter shall be the governing body of the Fraternity and
35 will establish all policy. However, such matters that are by Constitution may be
36 delegated to the Supreme Council and/or to any component of the Supreme Chapter.

37 Section 2. Membership in the Supreme Chapter of Delta Sigma Delta shall be of
38 two kinds: active Supreme Chapter membership and honorary membership. Each active
39 Supreme Chapter member at the time of admission into the Supreme Chapter, through a
40 Graduate Chapter, shall be or have been a licensed practitioner of dentistry, or shall be a
41 graduate member of an Undergraduate Chapter. Honorary membership shall be granted
42 by election of individuals who have made notable contributions to the profession of
43 dentistry, to Delta Sigma Delta Fraternity, or to society in general.

44 Section 3. Active members of the Supreme Chapter shall be those that have paid
45 the stipulated life membership fee. They shall have the right to cast ballot and hold
46 office.

47 Section 4. The officers of the Supreme Chapter shall be a Supreme Grand Master,
48 Supreme Worthy Master, Past Supreme Grand Master, Supreme Scribe, Supreme
49 Treasurer, Supreme Historian, Supreme Senior Page, Supreme Junior Page, and Supreme
50 Tyler. All officers excepting the Past Supreme Grand Master, Supreme Scribe, Supreme
51 Treasurer and the Supreme Historian shall be elected by a majority vote at a called
52 meeting of the Supreme Chapter. The Supreme Scribe, Supreme Treasurer and the
53 Supreme Historian shall be elected by the Supreme Chapter only after recommendation
54 by the Supreme Council for such term of office as the Supreme Council may designate,
55 not to exceed five (5) years. Names of intended nominees from the floor for these three
56 offices must be presented with credentials for discussion at the Supreme Council meeting
57 prior to the election. The other elective officers to serve one (1) year or until their
58 successors are elected and installed. All officers may be reelected at the pleasure of the
59 Supreme Chapter. The Supreme Worthy Master shall, at the expiration of the term of
60 office, automatically assume the office of Supreme Grand Master. Each officer shall
61 hold office until his successor has been chosen and installed. A secret ballot shall be
62 held whenever two or more members are candidates for the same office.

63 Section 5. The immediate Past Supreme Grand Master shall be the retiring
64 Supreme Grand Master and shall serve as a member of the Supreme Council. If he or she

65 declines to serve or accepts another elective office, the office of the Immediate Past
66 Supreme Grand Master shall revert to the preceding Past Supreme Grand Master most
67 recently in office.

68 Section 6. One Deputy Supreme Grand Master shall be appointed annually by the
69 Supreme Grand Master to each Undergraduate Chapter with the advice and approval of
70 the Supreme Council. Such Assistant Deputy Supreme Grand Masters may be appointed
71 as deemed desirable. It shall be the duty of the Deputy Supreme Grand Master to
72 supervise and approve the submission of an annual report and roster of the undergraduate
73 chapter, the annual life membership fees, the per capita fees, and the initiation fees to the
74 Supreme Scribe. These reports will be submitted on forms approved by Supreme
75 Council and furnished by the Supreme Scribe.

76 Section 7. One Representative of the Supreme Grand Master shall be appointed
77 annually by the Supreme Grand Master to each Graduate Chapter, except in Europe
78 where there shall be only one representing the European Continental Chapter. The
79 Representative shall be appointed annually by the Supreme Grand Master with the advice
80 and approval of the Supreme Council. Such Alternate Representatives to the Supreme
81 Grand Master may be appointed as deemed desirable. It shall be the duty of the
82 Representative of the Supreme Grand Master to supervise the submission of a yearly
83 report and roster of the Graduate Chapter and the annual per capita fee to the Supreme
84 Scribe, these reports to be on a form approved by the Supreme Council and furnished by
85 the Supreme Scribe.

86 Section 8. The Supreme Chapter shall hold at least one meeting every two years
87 unless prevented by a grave national emergency. The time and place of such a called
88 meeting shall be determined by the Supreme Council and the Supreme Chapter. Only
89 active members of the Supreme Chapter and invited guests of the Supreme Council may
90 attend those meetings.

91 Section 9. A quorum for the transaction of business at meetings of the Supreme
92 Chapter shall be not less than twenty-five members in good standing.

93 Section 10. The election and installation of Supreme Chapter officers shall take
94 place at a called meeting. All officers of the Supreme Chapter except the Supreme
95 Grand Master and Past Supreme Grand Master shall be elected by a majority vote of the
96 members present and voting at a called meeting. If a vacancy should occur in the office
97 of Supreme Grand Master, the Supreme Worthy Master shall immediately assume that
98 office. All other vacancies shall be filled by the Supreme Council. Eligibility for
99 election shall require attendance at two out of three of the last called meetings, counting
100 the meeting at which the election is held as one of the three. A secret ballot shall be held
101 whenever two or more members are candidates for the same office.

102 Section 11. Within the limitations herein prescribed qualifications for membership
103 in the Supreme Chapter, initiation requirements and ritual, the amount of fees payable
104 therefore, the allocation thereof and methods of procedure affecting all such matters,
105 shall be prescribed by bylaws of the Supreme Chapter.

106 **ARTICLE V**
107 **The Supreme Council**

108 Section 1. The Fraternity shall have a Supreme Council composed of the following
109 officers: Supreme Grand Master, Supreme Worthy Master, Supreme Scribe, Supreme
110 Treasurer, Supreme Historian, and Immediate Past Supreme Grand Master.

111 In addition to the afore mentioned Officers, the Supreme Council shall include the
112 following members:

- 113 A. Two representatives from the Council of Deputies not to exceed two years
114 each.
- 115 B. Two representatives from the Council of Graduate Chapters not to exceed
116 two years each.
- 117 C. The Representative of the European Continental Chapter.
- 118 D. The Coordinator of the Graduate Chapters of Australia and New Zealand.
- 119 E.. The Chairman of the Life Membership Fund Trustees.

120 Section 2. The Supreme Council shall act as executive body on all matters relating
121 to the Fraternity unless otherwise provided in the Constitution, and shall implement
122 policies established by the Supreme Chapter. The Supreme Council shall report all
123 actions to the Supreme Chapter at the called meeting.

124 Section 3. Should a vacancy occur in the office of Supreme Grand Master the title
125 and duties of this office shall be assumed by the Immediate Past Supreme Grand Master.
126 Vacancies in other elective offices shall be filled by the Supreme Council. The Supreme
127 Grand Master shall fill all vacancies that may occur in committees by appointment.

128 Section 4. The Supreme Grand Master shall have the power to call meetings of the
129 Supreme Council directing the Supreme Scribe to notify all members of the same. Upon
130 written request of five or more Supreme Council members it is mandatory that such a
131 meeting shall be called. Five or more members shall constitute a quorum at any Supreme
132 Council meeting. The Supreme Grand Master shall vote only in case of a tie.

133 Section 5. The Supreme Council may grant Charters to Graduate, Undergraduate
134 and Continental Chapters. The European Continental Chapter shall recommend
135 additional chapters in the continent of Europe and the British Isles. Charters may be

136 suspended or revoked by the Supreme Council for cause. These actions to be reviewed
137 by the Supreme Chapter at the Annual Called Meeting.

138 Section 6. An annual per capita fee shall be paid by graduate and undergraduate
139 members to the Supreme Chapter. The per capita fee shall be determined annually by the
140 Supreme Council and an increase in said fee shall not exceed 50% in any one year.

141 **ARTICLE VI**

142 **Graduate Chapters**

143 Section 1. Graduate Chapters of Delta Sigma Delta Fraternity shall be organized
144 bodies of active members of the Supreme Chapter.

145 Section 2. Charters of the organization of Graduate Chapters may be granted on
146 petition to the Supreme Council by a group of active members of the Supreme Chapter
147 who are residents of, or are practicing their profession in a city, county or state. Charters
148 for chapters in the continent of Europe and the British Isles shall be recommended by the
149 European Continental Chapter and may be granted on petition to the Supreme Council.

150 Section 3. A Graduate Chapter shall receive its name and charter from the
151 Supreme Council. A fee of fifty dollars (\$50.00) shall be paid for such charter.

152 Section 4. The Constitution and Bylaws and the Ritual of the Supreme Chapter
153 shall be fundamental in the organization and control of all Graduate Chapters.

154 Section 5. Within the limitations herein prescribed, qualifications for membership
155 in any Graduate Chapter, regulations and ritual governing the election and initiation of
156 members, and methods of procedure affecting such matters shall be prescribed by Bylaws
157 of the Supreme Chapter.

158 Section 6. The officers of a Graduate Chapter shall be: Grand Master, Worthy
159 Master, Scribe, Treasurer, Historian, Senior Page, Junior Page and Tyler. The Grand
160 Master, Worthy Master, Senior Page, Junior Page and Tyler shall be elected by the
161 membership. All other officers shall be appointed by a committee of the Grand Master,
162 Worthy Master and retiring Grand Master (who shall be known as the Past Grand
163 Master). All officers of Graduate Chapters shall serve terms of one year or until their
164 successors are installed, except the Scribe and Historian, who shall serve for three years.
165 In areas other than the contiguous states of the U.S.A., Graduate Chapters may choose
166 additional officers as are deemed necessary. A secret ballot shall be held whenever two
167 or more members are candidates for the same office.

ARTICLE VII**Undergraduate Chapters**

Section 1. Undergraduate Chapters of Delta Sigma Delta Fraternity shall be organized bodies of undergraduate members in dental schools. Undergraduate students in dental schools shall be defined as those working toward the American degree of D.D.S. or D.M.D. or its equivalent.

Section 2. Undergraduate Chapters shall be composed of undergraduate students in schools and colleges of dentistry and may be chartered by action of the Supreme Council or Supreme Chapter upon petition of five or more members of the Supreme Chapter. In localities other than the contiguous states of the U.S.A., approval of the petition must be given by the Continental and/or Graduate Chapter having jurisdiction before favorable action can be taken by the Supreme Council or Supreme Chapter. Should no such Continental Chapter exist, approval or disapproval of the petition shall rest solely with the Supreme Council or Supreme Chapter. The minimum number of chapter members shall be eight.

Section 3. Any five members of the Fraternity in good standing may constitute a committee to petition the Supreme Council for permission to establish an Undergraduate Chapter in any reputable dental school. The Supreme Council may deputize this committee to carry out the organization. This committee shall cooperate with and be governed by adopted rules of the American Dental Interfraternity Council.

Section 4. The petition shall have the following information:

- A. Number and names of secret societies already in the institution.
- B. Number of students in attendance.
- C. Number of students in dental fraternities.
- D. Number and names of dental fraternities having houses on campus.
- E. A catalogue or curriculum of the institution.
- F. A charter fee of \$50.00.

All information shall be reviewed by the Supreme Council before granting a charter.

196 Section 5. After the Supreme Council or Supreme Chapter has granted a charter to
197 the eight or more charter members, these shall be regularly proposed and initiated
198 according to the Constitution and ritual by the local organizing committee or by a
199 chartered chapter deputized by the Supreme Grand Master.

200 Section 6. A charter member shall pay the following fees before initiation:

- 201 A. An initiation fee.
- 202 B. The per capita fee for the current year as established by the Supreme
203 Council.
- 204 C. The Life Membership fee appropriate to the class standing of the charter
205 member.

206 The charter member shall receive an initiation certificate and may purchase an
207 undergraduate chapter pin.

208 Section 7. Undergraduate Chapters shall elect the following officers: Grand Master,
209 Worthy Master, Scribe, Treasurer, Historian, Senior Page, Junior Page and Tyler. Outside
210 of the United States of America any Undergraduate Chapter may elect such additional
211 officers as it may deem necessary. A secret ballot shall be held whenever two or more
212 members are candidates for the same office.

213 Section 8. Each member of an Undergraduate Chapter in good standing who shall
214 have received official notification of graduation and who shall have paid life membership
215 fees, and who has been endorsed by the Deputy Supreme Grand Master or the Graduate
216 Chapter having jurisdiction over the place of residence in case the latter is beyond the
217 confines of North America, may be inducted into the Supreme Chapter in the manner
218 prescribed by the Bylaws of the Supreme Chapter.

219 **ARTICLE VIII**

220 **Council of Deputies**

221 Section 1. The active membership of the Council of Deputies shall be composed of
222 the Deputy Supreme Grand Master of the several Undergraduate Chapters. It shall be the
223 duty of the Supreme Council to establish, from time to time, the rules applicable to such
224 membership.

225 Section 2. The Council of Deputies shall hold a Called Meeting in conjunction with
226 Called Meetings of the Supreme Chapter except in case of national emergency.

227 Section 3. The officers of the Council of Deputies shall be President, President-
228 elect, Secretary-Treasurer and the Director of Annual Regional Meetings. The President-
229 elect shall be elected by majority vote at each meeting of the Council of Deputies and
230 shall succeed to the office of President at the next following meeting. The Secretary-
231 Treasurer and Director of Annual Regional Meetings shall be elected to serve for a term
232 of three years. A secret ballot shall be held whenever two or more members are
233 candidates for the same office. These officers shall be elected by majority vote at the
234 Called Meeting of the Council of Deputies and shall hold office for one year or until their
235 successors have been elected and installed.

236 Section 4. In the event of inability of the President to serve, the President-elect shall
237 assume the office of President.

238 Section 5. Regional meetings of Undergraduate Chapters shall be held annually
239 except in case of national emergency. These regional meetings shall be held under the
240 jurisdiction of the Council of Deputies.

241 Section 6. The Council of Deputies shall elect two members of the Council of
242 Deputies to be known as the Council Members from the Council of Deputies to serve on
243 the Supreme Council for a term of three years. A ballot shall be used whenever two or
244 more members are candidates for one position.

245 Section 7. The Council of Deputies shall elect a Representative to the Budget
246 Committee at each Annual Meeting to serve a period of one (1) year. The member may
247 serve additional terms if reelected by the Council of Deputies.

248 **ARTICLE IX**

249 **Council of Graduate Chapters**

250 Section 1. The active membership in the Council of Graduate Chapters shall be
251 composed of one Representative from each of the several Graduate Chapters. It shall be
252 the duty of the Supreme Council to establish, from time to time, the rules applicable to
253 such membership. Where Continental Chapters exist, they shall have the sole right to
254 nominate to the Supreme Grand Master and Supreme Council one Representative to the
255 Council of Graduate Chapters and the Supreme Council. One Alternate Representative
256 may be nominated to serve in the absence of the Representative. The several chapters in
257 Australia and New Zealand shall have the sole right to nominate to the Supreme Grand
258 Master and Supreme Council one Representative to the Council of Graduate Chapters and
259 the Supreme Council. One Alternate Representative may be nominated to serve in the
260 absence of the Representative.

261 Its object shall be to discuss the problems of the Graduate Chapters, to widen the
262 scope of activities of the Graduate Chapters and contribute to the interest and progress of
263 the Fraternity.

264 Section 2. The Council of Graduate Chapters shall hold a meeting in conjunction
265 with a Called Meeting of the Supreme Chapter except in case of a national emergency.

266 Section 3. The officers of the Council of Graduate Chapters shall be President,
267 President-elect and Secretary-Treasurer. They shall be elected by a majority vote at a
268 Called Meeting of the Council of Graduate Chapters and shall hold office until their
269 Successors are elected and installed. A secret ballot shall be held whenever two or more
270 members are candidates for the same office.

271 Section 4. The Council of Graduate Chapters shall elect two members to the
272 Supreme Council to be known as the Council Members from the Council of Graduate
273 Chapters, to serve for a term of three years. A secret ballot shall be held whenever two or
274 more members are candidates for the same office.

275 Section 5. The Council of Graduate Chapters shall elect a Representative to the
276 Budget Committee at each annual meeting to serve a period of one (1) year. The member
277 may serve additional terms if reelected by the Council of Graduate Chapters.

278 Section 6. An annual per capita fee is to be determined by the Supreme Council.
279 Fees shall be paid for each member by each Graduate Chapter. The European Continental
280 Chapter Treasurer shall pay the per capita fee for each of its members. Graduate Chapter
281 membership reports (Scribe's Reports) as of December 31 shall be submitted to the
282 Supreme Scribe by February 15 of each year. Payment of the per capita fee for each
283 member shall accompany the report.

284 Section 7. Individual Graduate Chapters may establish criteria based on length of
285 membership, age of individuals and/or service to their chapter which would exempt them
286 from the payment of dues and/or per capita to their chapter. This will not, however,
287 exempt the chapter from payment of an annual per capita fee on their behalf to the
288 Supreme Scribe by February 15 of each year.

289 Section 8. It shall be mandatory:

290 A. That each Graduate Chapter member of the Council of Graduate Chapters
291 establish its fiscal year as January 1 to December 31.

292 B. That each chapter shall bill its members for dues including per capita fee
293 as of January 1st of each year.

294 C. That Graduate Chapter members failing to pay their dues in the Graduate
295 Chapter by December 31st shall automatically be dropped from Graduate
296 Chapter membership, unless the chapter elects to pay the per capita for them.

297 D. The Treasurer of the European Continental Chapter shall submit the annual
298 per capita fee for each of its active members as described in Section 6.

299 E. Each Treasurer of the Australian and New Zealand Chapters shall submit
300 the annual per capita fee for each of its active members as described in
301 Section 6.

302 **ARTICLE X**

303 **Continental Chapters**

304 Section 1. Continental Chapters shall be the governing bodies of Delta Sigma Delta
305 Fraternity activities outside of the United States of America where two or more Graduate
306 Chapters are chartered. Continental Chapters shall be subject to the Supreme Chapter.

307 Section 2. Each Continental Chapter member at the time of admission, either
308 directly or through a Graduate Chapter, shall be a licensed practitioner of dentistry,
309 actively engaged in the practice of dentistry or some other closely allied branch of dental
310 health service.

311 Section 3. The officers of a Continental Chapter shall be elected by the members of
312 that Chapter. A secret ballot shall be held whenever two or more members are candidates
313 for the same office.

314 Section 4. It shall be the duty of the Continental Chapters to foster and uphold the
315 principles of Delta Sigma Delta Fraternity as exemplified by the Supreme Chapter Ritual.

316 Section 5. The European Continental Chapter shall have jurisdiction over the
317 British Isles and the Continent of Europe.

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319 Section 6. The officers of the European Continental Chapter shall be a Grand
320 Master, Worthy Master, Scribe and Treasurer, to be elected annually by that Chapter. A
321 secret ballot shall be held whenever two or more members are candidates for the same
322 office. Such other officers as are required for exemplification of the ritual or for other
323 functions shall be appointed by the Grand Master.

324 Section 7. The regular meeting of the European Continental Chapter shall be held at
325 least once each year at such time and place as the Council may designate, at least thirty
326 days notice being given by the Scribe, when the time and place have been agreed upon at
327 an Annual Meeting, if circumstances necessitates, these may be changed by the
328 unanimous vote of the Council.

329 Section 8. The Chapter shall have the power to elect and initiate into the Supreme
330 Chapter, members of the dental profession residing outside the jurisdiction of Graduate
331 Chapters within its jurisdiction, subject to the approval of the Supreme Council.

332 Section 9. The Chapter shall investigate and recommend the organization and
333 chartering of Graduate and Undergraduate Chapters within its jurisdiction, subject to the
334 approval of the Supreme Council.

335 Section 10. The Chapter shall designate such committees as it deems necessary.

336 Section 11. It shall be the duty of the Grand Master to preside at all meetings,
337 appoint all committees, sign all orders drawn on the Treasurer, attested by the Scribe, in
338 payment of all expenses pertaining to the proper functioning of the Chapter, to have a
339 deciding vote in case of a tie, and to have a general supervision of all Delta Sigma Delta
340 Fraternity activities in the jurisdiction of the Chapter.

341 Section 12. All monies payable to the Supreme Chapter from any fraternal source in
342 Europe shall be remitted through the Treasurer of the European Continental Chapter. In
343 like manner, all communications from the Supreme Scribe, dealing with financial
344 considerations relating to any fraternal source in Europe shall be sent through the
345 Treasurer of the European Continental Chapter.

346 Section 13. The Chapter shall abide by the Bylaws of the Supreme Chapter that are
347 applicable to it; the Chapter may, however, adopt such other Bylaws as may be found
348 necessary for its needs provided such Bylaws shall be approved by the Supreme Council.

349 Section 14. Charters for Graduate and Undergraduate Chapters located in countries
350 or continents other than North America shall bear the signatures of the Supreme Grand
351 Master, the Supreme Scribe, and also the Grand Master and Scribe of the Continental
352 Chapter in whose jurisdiction the new Chapter is located.

353 Section 15. Continental Chapters may be suspended or annulled in accordance with
354 Article V, Section 5, of this Constitution.

355 **ARTICLE XI**

356 **Fraternity Funds**

357 Section 1. The funds of the Supreme Chapter shall be derived from life membership
358 fees, monies received from endowments or any other source, together with revenue
359 accruing thereon, and revenue from the resale of supplies, books and jewelry.

360 **General Fund**

361 Section 2. The general fund shall consist of the following: such percentage of all
362 life membership fees as shall be designated by the Supreme Council; annual dues of
363 Undergraduates; per capita fees from Graduate Chapters; funds from resale of supplies,
364 books, jewelry and from any other source. The Supreme Scribe shall collect all funds and
365 deposit them in a bank selected by the Supreme Council.

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Life Membership Trust Fund

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Section 3. The Life Membership Trust Fund shall consist of such percentage of all life membership fees as shall be designated by the Supreme Council. Such portions of life membership fees as allocated according to the Constitution and Bylaws shall be remitted and deposited by the Supreme Scribe in a bank, trust or investment company chosen by the Supreme Council; said bank, trust or investment company shall be the official custodian of the fund. Funds from the investment portfolio of the Life Membership Fund may be distributed for current operations at an annual level not to exceed five (5) percent of the market value of the Fraternity's portfolio assets for the prior three year period calculated on a quarterly basis. The percentage will be set annually by the Supreme Council.

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Section 4. The bank, trust or investment company shall on written order of the Life Membership Fund trustees invest the Life Membership Fund in high grade securities. The bank, trust or investment company shall remit not less than four times a year a draft covering funds to the Supreme Scribe. The Supreme Scribe on receipt of such draft shall credit the amount, endorse the draft and deposit it in the general fund.

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Section 5. The Supreme Scribe, Supreme Treasurer, Chairman of the Life Membership Fund trustees and administrative assistant shall give bond in such amount, with such surety, and in such form as shall be approved by the Supreme Council. The cost of all such bonds shall be paid by the Supreme Chapter.

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Section 6. In the event that destiny decrees the dissolution of the Supreme Chapter of Delta Sigma Delta Fraternity, all monies and property belonging to this chapter at the time of dissolution shall be duly and legally given to the Educational Foundation of Delta Sigma Delta.

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ARTICLE XII

391

Committees

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Section 1. The following standing committees shall be endorsed by the Supreme Council:

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- A. Committee on new Undergraduate Chapters
- B. Committee on new Graduate Chapters
- C. Memorial Service Committee
- D. Life Membership Fund Trustees
- E. Budget Committee

- 399 F. Nominating Committee
- 400 G. Constitution and Bylaws Committee
- 401 H. Awards Committee
- 402 I. Survey Committee
- 403 J. Committee for the Observation of Ritual, Equipment, and
404 Care of Paraphernalia – includes the Guardian of Historical Archives
- 405 K. Fraternity Web Site Committee

406 The Chairman of each committee shall present a written report 60 days prior to the
407 Annual Meeting of the Supreme Chapter and a progress report of committee activity 30
408 days prior to the Ad Interim meeting of the Supreme Council.

409 Section 2. Special committees may be created by the Supreme Grand Master in the
410 exigency of special business and shall be dissolved by him on the completion of their
411 work.

412 All special and Standing Committees shall submit any resolutions to the Supreme
413 Scribe sixty (60) days prior to the Annual Meeting.

414 Section 3. It shall be the duty of the COMMITTEES FOR NEW UNDERGRADUATE
415 CHAPTERS to investigate applications for new Undergraduate Chapters, to report
416 findings to the Supreme Council and to assist in the institution of new Chapters.

417 Section 4. It shall be the duty of the COMMITTEE ON NEW GRADUATE
418 CHAPTERS to investigate areas and applications for new Graduate Chapters, to assist in
419 their organization and to provide support and direction to existing Graduate Chapters in
420 difficulty to resolve their problems.

421 Section 5. It shall be the duty of the MEMORIAL SERVICE COMMITTEE to
422 compile a list of members who have died since the Committee's last report and to present
423 a memorial report at the Called Meeting of the Supreme Chapter.

424 Section 6. The LIFE MEMBERSHIP FUND TRUSTEES shall be composed of five
425 members whose duty is to serve as custodians of the Life Membership Fund, as prescribed
426 in the Bylaws and as authorized by the Supreme Chapter. They shall serve for a term of
427 five years but may be reappointed to succeed themselves.

428 Section 7. The BUDGET COMMITTEE shall be composed of the:

- 429 A. Supreme Treasurer
- 430 B. Supreme Scribe
- 431 C. Representative of the Council of Deputies (two years term)
- 432 D. Representative of the Council of Representatives (two years term)
- 433 E. Supreme Worthy Master
- 434 F. Scribe of the European Continental Chapter
- 435 G. Immediate Past Supreme Grand Master, who shall serve as
436 Chairman
- 437 H. Coordinator of the Australian–New Zealand Chapters

438 This committee shall prepare a financial budget for the period of time to the next
439 succeeding Called Meeting; after its submission to the Supreme Council, the budget shall
440 be presented for action at the Called Meeting.

441 Section 8. The NOMINATING COMMITTEE shall consist of five (5) members,
442 constituted as follows:

- 443 A. The two most recent surviving Past Supreme Grand Masters
- 444 B. President of the Council of Deputies
- 445 C. President of the Council of Graduate Chapters
- 446 D. Member at large, to be appointed annually by the Supreme Council

447 The Chairman shall be the most recent surviving Past Supreme Grand Master. This
448 Committee shall prepare a list of nominees for the elective officers of the Supreme
449 Chapter, including a minimum of one (1) or more names for Supreme Worthy Master, and
450 present its report at the time of the Called Meeting.

451 Section 9. The COMMITTEE ON CONSTITUTION AND BYLAWS shall consist
452 of six members. Two of whom shall be the Scribe of the European Continental Chapter
453 and the Australia/New Zealand Coordinator. The duties of this committee shall be to
454 make a careful study of the Constitution and Bylaws and consider whatever changes are
455 necessary to conform with progress and changing conditions of the Fraternity. This
456 committee shall present a report at a Called Meeting of the Supreme Chapter.

457 Section 10. The AWARDS COMMITTEE shall consist of seven (7) members
458 composed of the five (5) Past Supreme Grand Masters plus one member representing the
459 European Continental Chapter and one member representing the Australian and New
460 Zealand Chapters. The Committee shall be chaired by the Immediate Past Supreme
461 Grand Master. In the event the Immediate Past Supreme Grand Master is unable to serve,
462 the most recent surviving Past Supreme Grand Master shall assume that office and the
463 most recent Past Supreme Grand Master to have served on the committee shall be
464 summoned to fill the vacancy thus created..

465 The duties of this Committee shall be to prepare and submit a list of nominees for
466 the various awards and/or nominations for Honorary membership to the Supreme Scribe,
467 who shall forward these nominations to the Supreme Council along with appropriate
468 letters of recommendation and/or curriculum vitae for each nominee. This list shall be in
469 the hands of the Supreme Scribe at least thirty (30) days prior to the Ad Interim meeting
470 of the Supreme Council. The Chair of the Awards Committee shall poll the members of
471 this committee on all nominees and the results of this polling shall be the name(s)
472 submitted to the Supreme Scribe.

473 **MERITORIOUS SERVICE AWARD.** Meritorious Service Award nominees shall
474 be those individual members who have made outstanding contributions to Delta
475 Sigma Delta and the dental profession. It shall be the highest award of the
476 Fraternity. More than one award may be granted in any one year at the discretion of
477 and direction of the Supreme Council.

478 **DISTINGUISHED SERVICE DECREE AWARD.** Nominees shall be individual
479 members that have contributed to Delta Sigma Delta in a notable way. More than
480 one award may be granted in any one year st the discretion of and direction of the
481 Supreme Council. The nominees for Distinguished Service Decree Award may or
482 may not include recipients of other awards.

483 ACHIEVEMENT AWARD. Nominees shall be individuals, not necessarily
484 members of Delta Sigma Delta Fraternity or the dental profession, who have made
485 exemplary contributions to the profession and/or humanity. More than one award may be
486 granted in any one year at the discretion of and direction of the Supreme Council.

487 The Committee may consider individuals for HONORARY MEMBERSHIP.

488 Nominations for any of the awards may be made to the Awards Committee by any
489 member of the Supreme Chapter in good standing at least sixty (60) days prior to the Ad
490 Interim Meeting of the Supreme Council. However, any nomination must be sanctioned
491 by the customs, rules, regulations and protocols of the nominee's parent chapter prior to
492 being presented to the Awards Committee.

493 Section 11. The SURVEY COMMITTEE shall be composed of no less than five (5)
494 or more than seven (7) members. Members will serve a minimum of one two-year term,
495 with a maximum of three (3) terms. Terms will be staggered so that no more than two
496 members will be replaced at any one time. It shall be the duty of this committee to
497 continuously monitor the membership and activities of all chapters of the Fraternity
498 (Supreme, Graduate, and Undergraduate) suggesting changes deemed in the best interest
499 of the organization, advising Representatives and Deputies on problems affecting their
500 chapters, and initiating corrective action when necessary, including personal visitation by
501 one or more committee members or their appointed representatives. All such actions will
502 include appropriate follow-up evaluation. The committee will present an annual report to
503 the Supreme Council and ad interim reports when corrective actions have been initiated.

504 Section 12. The COMMITTEE FOR THE OBSERVATION OF RITUAL,
505 EQUIPMENT, AND CARE OF PARAPHERNALIA shall consist of a Chairman, the
506 Senior and Junior Pages, the Supreme Scribe, the Supreme Historian, Representatives
507 from the ECC and the Australasian Chapters, and at least two other members one of
508 whom shall be the GUARDIAN OF HISTORICAL ARCHIVES COMMITTEE
509 CHAIRMAN who shall be responsible for securing and maintaining the historical artifacts
510 of this Fraternity. The charge of this committee shall be to care for the ritual
511 paraphernalia; to set up the paraphernalia for meetings and afterward to pack the
512 paraphernalia for shipment to the designated storage site; to observe the conduct of the
513 meeting ritual to ensure accurate performance; and to advise the Supreme Council
514 regarding the care and use of paraphernalia and the performance of the ritual at the
515 Supreme Chapter meeting.

516 Section 13. The chairman of the FRATERNITY WEB SITE COMMITTEE shall be
517 appointed by the Supreme Council and shall coordinate information disseminated on the
518 web site with the publication of DESMOS so that the web site is regularly updated and
519 remains current. The duties of this committee are to make suggestions for development of
520 our web site, to monitor the functionality of the web site, to report on web site progress
521 including any new recommendations twice a year to the Supreme Council before the Ad

522 Interim and Annual Meetings.

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ARTICLE XIII

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Meetings

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Section 1. The Supreme Chapter shall hold at least one meeting every two years, unless prevented by a grave national emergency. The time and place of such a Called Meeting shall be determined by the Supreme Council and the Supreme Chapter. A quorum of the Supreme Chapter for the transaction of business shall consist of not less than twenty-five (25) members in good standing. The Supreme Scribe shall issue in due time a written call designating the time and place for holding a Called Meeting.

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Section 2. Special meetings of the Supreme Chapter may be called upon request of a majority of the Supreme Council: at least ten days notice shall be given of such a meeting.

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Section 3. The Supreme Council shall hold meetings at such times and places as may be necessary to facilitate the work of the Council. The Supreme Scribe shall issue the call on request of the Supreme Grand Master or a majority of the Supreme Council, giving at least ten days previous notice to each member.

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Section 4. Graduate Chapters and Continental Chapters may meet as often as a majority of the members in the chapter decide, but they shall have at least one meeting each year.

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ARTICLE XIV

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Insignia

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Section 1. The insignia shall be a pin consisting of a monogram of the three (3) Greek letters, Delta, Sigma, Delta-- the Deltas being cut from one piece of metal so arranged as to form a six-point star, which shall form the background, the Sigma to be superimposed upon it.

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Dimension--the Deltas and the Sigma shall be cut from a piece of gold, No. 16 in thickness, Brown and Sharp gauge.

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Size--The Deltas shall be of suitable size to be enclosed in a circle five-eighths (5/8) of an inch in diameter, the points to touch the circumference. The Sigma shall be of suitable size to be enclosed in a circle nine-sixteenths (9/16) of an inch in diameter, the points to touch the circumference. The proportions of each shall form the letters which they represent.

554 Engraving and finish--One Delta shall be polished plain, with a fine line cut around
555 the inner and outer edges, the other to be appropriately engraved.

556 Settings--The Sigma shall be set with one Bohemian garnet at each corner and one
557 in the central angle, making five (5) in all. The upper diagonal bar shall be set with
558 two turquoises, and the lower horizontal bar with four (4) turquoises, making six (6)
559 in all.

560 Material--The material from which the insignia is to be made shall be 10K gold or
561 material deemed appropriate by the Supreme Council.

562 To distinguish the Supreme from the Undergraduate Chapter insignia, a crown, set
563 with a diamond or similar jewel one-eighth (1/8) carat in weight, shall be added to the pin.
564 The insignia of all Past Supreme Grand Masters shall have added to the Supreme Chapter
565 pin a crescent of gold extending from the sides of the crown, around the lower part of the
566 pin and attached to the six points of the "Deltas" and bearing the letters P.S.G.M.
567 separated alternately by garnet and turquoise enamel. The Past Grand Masters of
568 Continental Chapters shall be similar in all respects to that of the Past Supreme Grand
569 Masters, except that the crescent shall be replaced by a band of ribbon.

570 The insignia for Honorary members shall be similar in all respects to that of the Past
571 Supreme Grand Masters, except that the crescent shall be replaced by a wreath of laurel.

572 Section 2. The insignia shall be manufactured under the supervision of the Supreme
573 Council and shall be obtained from the Supreme Scribe only, except on continents other
574 than North America, where Chapters may have insignias manufactured locally, but must
575 conform to the Supreme Chapter specifications. Undergraduate Chapters insignia may be
576 crown set if desired.

577 Section 3. The insignia shall be the property of the Fraternity and may be worn by a
578 member only when he is in good standing in the Fraternity. Members not in good standing
579 and those who are suspended or expelled must, on the demand of the Supreme Scribe,
580 surrender the insignia.

581 Section 4. The Fraternity shall have for its colors turquoise-blue and garnet.

582 Section 5. The Fraternity shall have for its flower the dark-red or garnet carnation.

583 **ARTICLE XV**

584 **Seal, Coat of Arms, and Banner**

585 Section 1. The seal of this Fraternity shall be in the form of a circle with a
586 monogram of the three Greek letters, Delta, Sigma, Delta, surrounded by the words

587 "Supreme Chapter".

588 Section 2. The seal shall be in the charge of the Supreme Scribe.

589 Section 3. The coat of arms of this Fraternity shall be described with the heraldic
590 blazon: Azure, five lucernae flamed all or on a chevron of gules, between in dexter chief
591 crossed keys webbed downward and in sinister chief an all-seeing eye resplendent all of
592 the third. In the base an open argent debriused by a skull affronte over two femur bones
593 crossed saltirewise all of the third. The crest shall be a royal crown or bearing the three
594 Greek Letters, Delta Sigma Delta, on a wreath of colors and ribbon gules. The motto shall
595 be a scroll of the name, Delta Sigma Delta.

596 The interpreted blazon describes a shield of blue with five (5) lamps of gold on a red
597 chevron. In upper left-hand corner, crossed gold keys and in top right-hand corner, the
598 all-seeing eye. In base a skull front view over crossed bones resting on an open book. In
599 the crest a royal crown with the three (3) letters, Delta Sigma Delta, on a torse and with
600 ribbons of red. Motto Delta Sigma Delta on a scroll.

601 Section 4. The banner of the Supreme Chapter shall include the colors of the
602 Fraternity-red and blue-and shall bear the insignia of the Supreme Chapter. The field of
603 the banner may be red and the insignia, lettering and embellishment of blue, a reverse use
604 of the colors may be employed or the lettering in the insignia may be of gold, but no
605 colors except red and blue with gold shall be used.

606 Section 5. Banners for Continental and Graduate Chapters shall be similarly
607 constructed.

608 Section 6. Banners or pennants of Undergraduate Chapters shall use Greek Letters
609 and location only.

610 Section 7. Pennants shall be triangular in shape, with a length of forty-five (45)
611 inches and width of nineteen (19) inches or in this proportion, with turquoise-blue field
612 and garnet border (or vice versa) two inches wide, or in this proportion, and may carry
613 either the Greek Letters, Delta Sigma Delta, or the monogram insignia of the Supreme
614 Chapter, or of the Undergraduate Chapters, in accordance with the use to be made of such
615 pennant.

616 **ARTICLE XVI**

617 **Password**

618 This fraternity shall have a password, chosen annually by the Supreme Grand Master
619 and notification shall be sent by the Supreme Scribe to all Graduate and Undergraduate
620 Chapters and Scribes of Continental Chapters as soon as practical after its adoption.

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ARTICLE XVII

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Amendments

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Any of the provisions of these Constitutions and Bylaws may be altered, modified or annulled by amendment. The exclusive power to make such amendments shall be vested in the Supreme Chapter. Every proposed amendment, or an abbreviated form of the proposed amendment showing the purpose and intent of the proposal shall be submitted in writing to the Supreme Chapter at a regular Called Meeting, or to the Supreme Scribe on or before May 1st the following year. All such proposed amendments shall be published and circulated to the membership at least 30 days prior to the next regularly Called Meeting of the Supreme Chapter. A vote on all proposals shall be taken at said meeting following publication.

Adoption shall be a two-thirds (2/3) affirmative vote of the members present and voting. Amendments approved shall take effect at once, unless a specified time is included in the amendment.

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ARTICLE XVIII

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Principles of Ethics

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Section 1. The Principles of Ethics adopted by the American Dental Association, as amended from time to time, is hereby incorporated herein by this reference as applicable to all members of this Fraternity.

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Section 2. It shall be the duty of every member of this Fraternity to observe, in all relations with patients and fellow members of this Fraternity, the spirit of the "Golden Rule".

BYLAWS OF THE SUPREME CHAPTER**CHAPTER I****Membership**

Section 1. Any member of the dental profession may be proposed in writing for membership in this Fraternity by two members in good standing at any regular or called meeting of a Graduate Chapter or Continental Chapter within the geographic section in which the candidate resides. This candidate must have resigned membership in any other dental fraternity prior to being eligible for consideration.

Section 2. The candidates name shall at once be referred by the Grand Master to an investigating committee of three active members who shall carefully investigate the character and reputation of the candidate and shall in due time report to the Chapter. When the candidate does not reside within the jurisdiction of a Graduate Chapter or Continental Chapter the report shall be made to the Supreme Council, through the Supreme Scribe.

Section 3. When a favorable report has been submitted by not less than two members of the investigating committee, a secret ballot shall be taken at any regular or called meeting of the Chapter at which the name was proposed, thirty days or more after the proposal of the name, provided a written notice was sent to the members of the Chapter at least ten days prior to such meeting. Said notice shall designate the time and place of meeting and the name of the candidate to be voted upon. Any candidate receiving more than two negative votes shall not again be proposed for membership before the second Annual Meeting of the Graduate Chapter after the rejection.

Section 4. If not more than two negative votes are cast, the candidate may become a member of the Supreme Chapter, by initiation, at that or at any regular called meeting of the Graduate Chapter held within the subsequent years. If at the end of two years following election the candidate has not presented himself for initiation, the name shall be erased from the list of those eligible for initiation unless an extension of time is granted by a majority vote of the Chapter. Any member proposing the name of a candidate for membership may withdraw the proposal at any time before balloting on that candidate has begun. A joint ballot shall not be construed as a ballot on any one candidate.

Section 5. When a candidate does not reside within the jurisdiction of a Graduate Chapter the name shall be proposed in accordance with Section 1 and 2 of this Article, to the Supreme Council or the Continental Chapter if residing outside of the United States of America, together with a written statement from those proposing the name, citing valid reasons why the candidate is deemed worthy of membership in this Fraternity. The unanimous vote of the Supreme Council or Continental Chapter shall be necessary to elect such a candidate to membership in the Supreme Chapter.

CHAPTER II

Initiation

Section 1. Candidates who have been elected may become active members of the Supreme Chapter through initiation. At the initiation the Ritual prescribed by the Supreme Chapter shall be followed.

Section 2. Before initiation, each candidate shall pay the required fee and shall take an oath never to reveal any of the secrets of the Fraternity except to one lawfully entitled to them. Immediately after the initiation the member shall sign the Constitution and Bylaws and shall agree to abide by their provisions and shall acknowledge in writing the control of the Supreme Chapter over the Fraternity's property.

Section 3. Candidates who do not reside within the jurisdiction of a Graduate Chapter may be initiated into the Fraternity at a called meeting of the Supreme Chapter; or the Supreme Council or Continental Chapter may delegate such initiation to the Graduate Chapter most convenient to the candidate.

Section 4. The Supreme Chapter or Continental Chapter may initiate candidates living within the jurisdiction of a Graduate Chapter upon the written permission of the officers of such Graduate Chapter.

Section 5. With the exception made in Section 4 of this article duly elected candidates living within the jurisdiction of a Continental Chapter shall be initiated by a Graduate Chapter within the jurisdiction of the Continental Chapter.

Section 6. After initiation the Scribe of the officiating Chapter shall at once report to the Supreme Scribe and remit to the Supreme Chapter the initiation fee.

Section 7. Graduate members of Undergraduate Chapters may become members of the Supreme Chapter by taking the obligation provided for them in the Supreme Chapter Ritual and paying the required fee hereinafter provided.

CHAPTER III

Honorary Membership

Section 1. Any person, who after being duly proposed for Honorary membership as described in ARTICLE IV, Section 2 of the Constitution of the Supreme Chapter, and having received the unanimous vote of all members present and voting at a Called Meeting of the Supreme Chapter, shall be termed as Honorary member.

Section 2. An Honorary member shall be exempt from payment of dues and shall be ineligible to vote or hold office.

CHAPTER IV

Reinstatement to Membership

Section 1. A former active member of the Supreme Chapter who resigned while in good standing may, upon petition, be reinstated at any regular or called meeting of a Graduate Chapter in the jurisdiction of which the member resides, provided a majority vote of the members present is received.

Section 2. A former active member of the Supreme Chapter whose membership has been forfeited by nonpayment of dues may, upon petition, be reinstated at any regular or called meeting of a Graduate Chapter in the jurisdiction of which the member resides provided a majority vote of the members present is received. Former members of the Supreme Chapter who do not reside within the jurisdiction of a Graduate Chapter shall make application for reinstatement to the Supreme Council, and upon receiving its unanimous endorsement shall be reinstated. In either instance the payment of the life membership fee must accompany the petition.

CHAPTER V

Duties of Officers

Section 1. The SUPREME GRAND MASTER shall have the following *duties*:

- A. To preside over the meetings of the Supreme Chapter and Supreme Council.
- B. To have a deciding vote on all questions in case of a tie.
- C. To inspect and announce the ballot.
- D. To authorize the Supreme Scribe to call meetings of the Chapter.
- E. To appoint, by, and with the advice and consent of the Supreme Council, a Deputy Supreme Grand Master and Assistant Deputy Grand Master for each of the several Undergraduate Chapters, and a Personal Representative and an Alternate Representative to each Graduate Chapter.
- F. To visit in person at least one-third of the Undergraduate Chapters during his term of office; also to visit as many Graduate Chapters and Regional meetings as possible.
- G. To examine the books of the Undergraduate Chapters.

- 1 H. To encourage the correct use of the Ritual and loyally foster the ideals for
2 which the Fraternity was founded.
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4 The Supreme Grand Master shall have the following *powers*:

- 5 A. To remove from office, by and with the advice and consent of the Supreme
6 Council, any Deputy or Personal Representative, when such removal shall
7 be in the best interest of the Fraternity.

- 8 B. To suspend any member of an Undergraduate Chapter, and during the
9 suspension such member shall surrender the insignia to the Deputy
10 Supreme Grand Master of the Chapter. Suspensions must be reported
11 promptly to the Supreme Council for final action.

- 12 C. To suspend an entire Undergraduate Chapter if due cause is shown. In all
13 such cases the Fraternity insignia, property and charter shall be surrendered
14 to the Deputy Supreme Grand Master of the Chapter. Such action shall be
15 reported at once to the Supreme Chapter, which after due consideration
16 may:

- 17 1. annul the charter, confiscating the property
18 2. discipline or expel insubordinate members, and return the property
19 to the Chapter
20 3. reinstate the Chapter either with or without admonition and demand
21 of an apology

22 Section 2. The SUPREME WORTHY MASTER shall have the following *duties*:

- 23 A. To assist the Supreme Grand Master in the duties of the office.
24 B. To prepare all charges against offending members.
25 C. To act as a member of the Supreme Council.
26 D. To be a member of the Budget Committee.

27 Section 3. The IMMEDIATE PAST SUPREME GRAND MASTER shall have the
28 following *duties*:

- 29 A. To assume the duties of the Supreme Grand Master in his absence.
30 B. To act as a member of the Supreme Council.

- 1 C. To be chairman of the Budget Committee, Chairman of the Nominating
2 Committee, and Chairman of the Awards Committee.

3 Section 4. The SUPREME SCRIBE shall have the following *duties*:

- 4 A. To keep a record of the proceedings of the Supreme Chapter.
- 5 B. To attend to all correspondence.
- 6 C. To keep a record on membership.
- 7 D. To collect all dues and monies and deposit them in the bank authorized by
8 the Supreme Council.
- 9 E. To notify members of meetings through DESMOS, the official publication
10 of the Fraternity, by order of the Supreme Grand Master.
- 11 F. To have charge of all paraphernalia of the Supreme Chapter.
- 12 G. To sign all orders drawn on the funds of the Supreme Chapter.
- 13 H. To make an annual report, which shall include Undergraduate Chapter
14 work.
- 15 I. To keep a complete record of the proceedings of the Supreme Council and
16 submit it at the next Called Meeting.
- 17 J. To secure adequate bonds for the Supreme Scribe, Supreme Treasurer, the
18 Chairman of the Life Membership Fund Trustees and Administrative
19 Assistant to cover possible losses of moneys entrusted to their care.
- 20 K. To act as Secretary to the Supreme Council, and other duties incumbent on
21 the office.
- 22 L. To supervise contracted agents and personnel authorized by the Supreme
23 Council. The Supreme Scribe may delegate to contracted agents or
24 personnel any duties, or portions thereof, that are assigned to this office.
25 The Supreme Scribe is held accountable for all operations and actions by
26 contracted agents and personnel placed under his or her supervision by the
27 Supreme Council.

1 Section 5. The SUPREME TREASURER shall have the following *duties*:

- 2 A. To sign all checks issued by the Supreme Scribe.
- 3 B. To discharge warrants issued by the Supreme Scribe and authorized by the
4 Supreme grand master or Supreme Council.
- 5 C. To make a report at each Called Meeting of the Supreme Chapter.
- 6 D. To act as a member of the Supreme Council, and otherwise perform the
7 duties usual to the Office of Treasurer.

8 Section 6. The SUPREME HISTORIAN shall have the following *duties*:

- 9 A. To edit the fraternity magazine, DESMOS, in order that an historical
10 record of the Fraternity may be kept.
- 11 B. To act as member of the Supreme Council.

12 Section 7. The SUPREME SENIOR PAGE shall have the following *duties*:

- 13 A. To distribute and collect ballots.
- 14 B. To prepare and escort candidates.
- 15 C. To take up the password from those present at sessions of the Chapter.
- 16 D. To act as messenger for the Supreme Grand Master.

17 Section 8. The SUPREME JUNIOR PAGE shall have the following *duties*:

- 18 A. To assist the Supreme Senior Page
- 19 B. To act as messenger for the Supreme Worthy Master.

20 Section 9. The SUPREME TYLER shall have the following *duties*:

- 21 A. To have charge of the door and to guard against intruders.
- 22 B. To announce the arrival of persons and to admit them only when directed
23 to do so by the Supreme Grand Master or Supreme Worthy Master.

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CHAPTER VI

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Fees and Dues

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Section 1. The life membership fee for each member of an Undergraduate Chapter when entering the Supreme Chapter upon graduation shall be a fee established by the Supreme Council. Each year in January, following graduation, the payment of an annual per capita fee will reaffirm the member's support of the good works of the fraternity and continue the subscription to all issues of the official publication, DESMOS. Graduate members, residing at home or abroad, paying an annual per capita fee through a Graduate Chapter will not be additionally responsible for an annual per capita fee.

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Section 2. The initiation fee of each member entering from the profession shall be determined by the Supreme Council. This fee will establish life membership in Delta Sigma Delta. Each year in January, the payment of an annual per capita fee will reaffirm the member's support of the good works of the fraternity and continue the subscription to all issues of the official publication, DESMOS. A member residing at home or abroad paying an annual per capita fee through a Graduate Chapter will not be additionally responsible for an annual per capita fee.

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Section 3. Allotted portions of life membership fees shall be kept in a special fund under the control of five (5) trustees appointed by the Supreme Council. These trustees shall serve for five years, until they resign or until they are removed by the Supreme Council. Money from the investment portfolio of the fund may be distributed for the current expenses at an annual level not to exceed five (5) percent of the market value of the fraternity's portfolio assets for the prior three (3) year period calculated on a quarterly basis. That percentage will be set annually by the Supreme Council.

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CHAPTER VII

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Resignations

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Any member in good standing may withdraw from active membership in the Supreme Chapter by tendering a written resignation to the Supreme Scribe.

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CHAPTER VIII

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Disciplinary Action

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Section 1. The Supreme Council has the right to exercise discipline over all members of the Fraternity. Any member or group of members may prefer charges against an offending member, and it shall be the duty of the Supreme Worthy Master to prepare such charges and present them to the Council as soon as practical. All charges shall be made in writing, specifying the character of the alleged offense and the time and place of its commission.

1 Section 2. If the Council deems the charges to be valid, the Supreme Grand Master
2 shall order the Scribe to transmit a copy of them to the accused, and with the assent of the
3 Council, appoint a Special Committee of Discipline consisting of a chairman and four (4)
4 members. The Committee shall give a full, fair and impartial hearing to the accused and,
5 upon completion, render its decision and recommend just punishment as it sees fit. If the
6 accused is unable or refuses to attend, the hearing may be conducted in absentia.

7 The offenses of which the Council may take cognizance are:

- 8 1. Immoral or illegal conduct.
- 9 2. Acts that impair the good name of the Fraternity.
- 10 3. Violation of the obligation, the laws, rules, regulations and Principles of
11 Ethics of Delta Sigma Delta Fraternity.

12 Section 3. Witnesses who are members of the Fraternity shall give evidence at the
13 hearing, after having been specially obligated. The testimony of absent members or other
14 witnesses shall be received by affidavit. The accused, accuser, and members of the
15 Committee, shall be entitled to propound such relevant questions as they may desire either
16 in person or in writing as the Committee dictates. The chairman shall decide all issues as
17 to the relevancy of questions and evidence. At the conclusion of the hearing, the
18 Committee shall sequester itself and decide the case in private. The Committee shall first
19 consider the guilt or innocence of the accused, voting separately by secret ballot upon
20 each point made in the charge. The chairman and all members present shall be required
21 to vote, a majority vote being necessary for conviction. If the accused is found guilty
22 upon one or more points, the nature of the punishment shall next be decided by secret
23 ballot. The punishment may be expulsion, suspension, a fine, or reprimand as the
24 Committee may determine. It shall be the duty of the designated secretary to keep a full
25 record of the hearing.

26 Section 4. A member who has been disciplined by a Special Committee of
27 Discipline may appeal its decision by informing the Supreme Scribe of this intent not less
28 than 60 days prior to the next meeting of the Supreme Council immediately following the
29 disciplinary actions of the Committee. The Council shall first vote to ratify the Special
30 Committee's decision as to the guilt or innocence of the accused, voting separately by
31 secret ballot upon each point made in the charge, a majority ballot being necessary for
32 ratification. If the accused is found guilty upon one or more points, the nature of the
33 punishment shall next be considered by secret ballot, a majority again constituting
34 ratification of the Special Committee's actions.

35 If, following appeal, the actions of the Special Committee of Discipline are not
36 ratified, the Committee shall be obliged to amend its decisions accordingly, as the case
37 may require.

CHAPTER IX**Order of Business**

Section 1. The Supreme Grand Master may inaugurate such order of business as deemed appropriate, but the following is a convenient arrangement:

1. Reading of the minutes of the preceding meeting.
2. Reports of Supreme Chapter officers.
3. Reports of standing committees.
4. Reports of special committees.
5. Unfinished business.
6. New business.
7. Initiation.
8. Election of officers.
9. Installation of officers.
10. Presentation of Past Supreme Grand Master's insignia.
11. Adjournment.

CHAPTER X**Parliamentary Procedure**

The rules contained in *Robert's Rules of Order*, Latest Edition, shall govern the Supreme Chapter in all cases to which they apply and in which they are not inconsistent with these Bylaws.

CHAPTER XI**Amendments**

Any of the provisions of these Constitutions and Bylaws may be altered, modified or annulled by amendment. The exclusive power to make such amendments shall be vested in the Supreme Chapter. Every proposed amendment, or any abbreviated form of the

1 proposed amendment showing the purpose and intent of the proposal shall be submitted in
2 writing to the Supreme Chapter at a regular called meeting, or to the Supreme Scribe on
3 or before May 1st the following year. All such proposed amendments shall be published
4 and circulated to the membership at least 30 days prior to the next regularly Called
5 Meeting of the Supreme Chapter. A vote on all proposals shall be taken at said meeting
6 following publication. Adoption shall be a two-thirds (2/3) affirmative vote of the
7 members present and voting. Amendments approved shall take effect at once, unless a
8 specified time is included in the amendment.

9 **CHAPTER XII**

10 **Indemnification**

11 Each officer, Deputy, Representative, Committee Member, Employee and Agent of
12 the Fraternity shall be held harmless and indemnified by the Fraternity against all claims
13 and liabilities and all costs and expenses, including attorney's fees, reasonably incurred or
14 imposed upon such person in connection with or resulting from any action suit or
15 proceeding, or the settlement or comprise thereof, to which such person may be made a
16 party by reason of any action taken or omitted to be taken by such person as an Officer,
17 Deputy, Representative, Committee Member, Employee or Agent of the Fraternity in good
18 faith. This right of Indemnification shall inure to such person whether or not such person
19 is an Officer, Deputy, Representative, Committee Member, Employee or Agent at the
20 time such liabilities, costs or expenses are imposed or incurred and, in the event of such
21 person's death, shall extend to such person's legal representatives. To the extent available,
22 the Fraternity shall insure against any potential liability hereunder.

23 **CHAPTER XIII**

24 **Publications**

25 Section 1. This Fraternity shall publish or cause to be published an official journal
26 under the title of DESMOS of DELTA SIGMA DELTA, hereafter referred to as
27 DESMOS.

28 Section 2. The object of DESMOS shall be to report, chronicle and evaluate
29 activities of members and chapters, scientific and professional activities of interest to the
30 members and to keep an historical record of the Fraternity.

31 Section 3. The frequency of issue of DESMOS shall be determined by the Supreme
32 Council.

33 Section 4. A portion of the life membership payment (\$30.00) shall be designated
34 for the support of providing DESMOS to all active members.

35 Section 5. The Supreme Historian shall serve as Editor of DESMOS.

BYLAWS OF SUPREME COUNCIL

CHAPTER I

Meetings

Meetings of the Supreme Council shall be held at the call of the Supreme Grand Master or at the written request of not less than five members of the Supreme Council. Five or more members shall constitute a quorum.

CHAPTER II

Duties

The Supreme Council, in order to relieve the Supreme Chapter of burdensome detail in connection with the management of the affairs of the Fraternity, shall have general control of the business of the Fraternity.

It shall supervise the expenditure of all fraternity funds in accordance with the budget, and if special needs arise not covered by the adopted budget, and authorize the employment of a certified public accountant to prepare an annual financial statement of the funds and other property, and the financial condition of the Fraternity.

It may authorize certain officers or committees to expend money for specific purposes. In case a grave national emergency prevents holding a Called Meeting, the Supreme Council shall elect all officers of the Supreme Chapter.

The Supreme Council shall receive Committee reports and resolutions, evaluate and present to the Supreme Chapter, with its recommendation. It shall have the privilege of introducing resolutions for the betterment of the Fraternity.

It shall be empowered to enter into and terminate agreements with contracted agents and personnel involved in furthering the objectives and purposes of the Fraternity.

CHAPTER III

In case a vacancy occurs in any elective office except that of Supreme Grand Master, the Council shall elect a new officer to complete the unexpired term. It shall endorse the appointment of all standing committees, Deputy Supreme Grand Masters, Assistant Deputy Supreme Grand Masters, Personal Representatives, and Alternate Representatives of the Supreme Grand Master. It shall pass upon the reports of all standing committees except the Memorial Services Committee.

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CHAPTER IV

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Depositories

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No trust company or bank shall qualify as depository of fraternity funds, nor any surety company qualify on the bonds of the Supreme Scribe, Supreme Treasurer and Administrative Assistant without first being approved by the Supreme Council.

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CHAPTER V

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Amendments

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Any of the provisions of these Constitutions and Bylaws may be altered, modified or annulled by amendment. The exclusive power to make such amendments shall be vested in the Supreme Chapter. Every proposed amendment, or an abbreviated form of the proposed amendment showing the purpose and intent of the proposal shall be submitted in writing to the Supreme Chapter at a regular called meeting, or to the Supreme Scribe on or before May 1st the following year. All such proposed amendments shall be published and circulated to the membership at least 30 days prior to the next regularly Called Meeting of the Supreme Chapter. A vote on all proposals shall be taken at said meeting following publication.

BYLAWS OF THE GRADUATE CHAPTER

CHAPTER I

Authority

The Constitution and Bylaws and the Ritual of the Supreme Chapter shall be fundamental in the organization and operation of the graduate chapters.

CHAPTER II

Membership

Section 1. A member of the Supreme Chapter in good standing may become a member of the Graduate Chapter in whose jurisdiction the member resides by petitioning such Graduate Chapter and receiving a majority vote of the members present at a regular meeting.

Section 2. A member in good standing in a Graduate Chapter may, if so desired, remain a member of it and at the same time become a member of any other Graduate Chapter, subject to the rules governing such Chapter. Forfeiture of membership in a home Chapter, however, shall carry with it forfeiture of membership in all other Graduate Chapters. This shall not be construed to mean that in case a member should move the place of residence into the jurisdiction of another Chapter, that he or she may not resign from the original Chapter and join the Graduate Chapter of the new jurisdiction.

CHAPTER III

Executive Committee and Meetings

Section 1. The chapters shall have an Executive Committee consisting of: the Representative of the Supreme Grand Master, Immediate Past Grand Master, Grand Master, Worthy Master, Scribe, Treasurer, Historian, and where there is an undergraduate chapter, the Deputy Supreme Grand Master. The committee shall meet during the first month of its administrative year to prepare the agenda for that year. The agenda should include the number of meetings, time, place and purpose of the meetings. This section may be accomplished by mail if necessary.

Section 2. The annual agenda shall be distributed promptly to all members of the chapter.

CHAPTER IV**Quorum**

A quorum shall consist of ten per cent of the active members of the chapter in good standing.

CHAPTER V**Election of Officers**

Section 1. Nomination of candidates for elected office shall be presented in writing by a committee of five members appointed by the Grand Master at a regular meeting prior to the election (or by mail if necessary).

Section 2. The annual election and installation of officers shall take place prior to the end of the calendar year.

Section 3. Should a vacancy occur in an elective office except that of Grand Master, it shall be filled by a temporary appointment by the Grand Master. At the next regular meeting of the chapter a special election shall be held to fill the unexpired term.

CHAPTER VI**Duties of the Representative of the Supreme Grand Master**

Section 1. It shall be the Representative's duty to:

1. Attend all meetings of the Chapter.
2. Advise and oversee the work of the Chapter.
3. Submit Scribe's Annual Report and roster of chapter with annual per capita and administrative fees to the Supreme Scribe.
4. Represent the Chapter as delegate to the Council of Graduate Chapters.
5. Attend all sessions of the Called Meeting of the Supreme Chapter.
6. Act as Liaison between the Graduate and Undergraduate Chapters in the region.
7. Attend the Annual Regional Meetings of the Undergraduate Chapters in the region.

Section 2. In the event that the Representative of the Supreme Grand Master cannot fulfill the duties as such, the Alternate Representative shall assume and discharge those duties.

CHAPTER VII
Officers and their Duties

Section 1. ***Grand Master***

1. Preside over chapter meetings. Call special meetings when necessary.
2. Appoint committees.
3. Cast deciding vote in case of a tie.
4. Inspect and announce the results of all ballots.
5. Sign all proper orders on the treasurer.
6. Be responsible for care of the charter. Have it present at all meetings.
7. Appoint officers “pro tempore” in case of absences and maintain general charge of the chapter.

Section 2. ***Past Grand Master***

1. Assume the duties of the Grand Master in his absence.

Section 3. ***Worthy Master***

1. Assist the Grand Master in the duties of the office.
2. Receive, prepare and prosecute charges against offending members.

Section 4. ***Scribe***

1. Keep a record of the proceedings of the chapter.
2. Attend to all correspondence.
3. Keep a roll of the members with addresses.
4. Collect all dues and forward to the treasurer immediately.
5. Notify members of meetings of the chapter.
6. Sign all proper orders drawn on the Treasurer.

- 1 7. On or before February 15th of each year send to the Supreme Scribe a
2 correct list of the members of the chapter during the previous year, January
3 1 through December 31. The report shall include payment of the per capita
4 fee for each member, and a chapter administrative fee as prescribed by the
5 Supreme Council.

6 Section 5. *Treasurer*

- 7 1. To have charge of all money of the chapter and deposit same in a financial
8 institution approved by the members of the chapter.
- 9 2. Pay all obligations approved by the officers and members of the chapter.
- 10 3. Report financial status at each meeting of the chapter.
- 11 4. Prepare an annual report on a form furnished by the Supreme Scribe.
- 12 5. Deliver to successor of Grand Master all money and records belonging to
13 the chapter.

14 Section 6. *Historian*

- 15 1. Keep an historical record of the chapter.
- 16 2. Send quarterly reports to be published in DESMOS, accompanied by
17 photographs when appropriate.

18 Section 7. *Senior Page*

- 19 1. Distribute and collect ballots.
- 20 2. Prepare and escort candidates.
- 21 3. Assist in initiations.
- 22 4. Perform such duties as directed by the Grand Master.

23 Section 8. *Junior Page*

- 24 1. Assist Senior Page in preparing candidates and during initiation
25 proceedings.

- 1 2. Perform such other duties as directed by the Grand Master or Worthy
2 Master.

3 Section 9. *Tyler*

- 4 1. Assist in caring for the chapter's ritual equipment.
- 5 2. Have charge of the entrance and guard against intruders.
- 6 3. Announce arrivals and admit same as directed by the Grand Master or
7 Worthy Master.

8 CHAPTER VIII

9 Disciplinary Action

10 Section 1. Each Chapter has the right to exercise discipline over its members. Any
11 member or group of members may prefer charges against an offending member, and it
12 shall be the duty of the Worthy Master to prepare the charges and prosecute the case as
13 soon as practical.

14 Section 2. The offenses of which the chapter may take cognizance, to which it shall
15 give full, fair and impartial trial, and upon conviction shall administer just punishment,
16 are:

- 17 1. Immoral or illegal conduct.
- 18 2. Acts that impair the good name of the Fraternity.
- 19 3. Violation of the obligation, the laws, rules, regulations and Principles of
20 Ethics of Delta Sigma Delta Fraternity.

21 All charges shall be made in writing, specifying the character of the alleged offense
22 and the time and place of its commission. Upon the reception of charges, the Grand
23 Master shall order the Scribe to transmit a copy of them to the accused and to notify all
24 members of the time and place of the trial.

25 Section 3. Witnesses who are members of this Fraternity shall give evidence at the
26 trial, after having been specially obligated. The testimony of absent members or other
27 witnesses shall be received by a special committee or by affidavit. The accused and
28 accuser shall be entitled to be present and to propound such relevant questions as they
29 may desire. If the accused is unable or refuses to attend, the trial may be conducted in
30 absentia.

1 Section 4. Following the verification of a quorum, the Grand Master, or his duly
2 constituted representative, shall act as judge and shall decide all questions as to the
3 relevancy of questions and evidence. At the conclusion of the evidence, the accused, if
4 present, shall retire from the room and the Chapter shall decide the case. The Chapter
5 shall first consider the guilt or innocence of the accused, voting separately by secret ballot
6 upon each point made in the charge. All members present shall be required to vote, a
7 majority vote being necessary for conviction; if the accused is found guilty upon one or
8 more points, the nature of the punishment shall be decided by secret ballot. The
9 punishment may be expulsion from the chapter, suspension, a fine or reprimand, as the
10 Chapter may determine. It shall be the duty of the Scribe to keep full record of the trial.

11 Section 5. Expulsion from a Graduate Chapter shall not be construed to constitute
12 expulsion from the Supreme Chapter of Delta Sigma Delta. However, the Chapter may
13 prefer charges and recommend disciplinary action against a member as outlined in
14 Chapter VIII of the Bylaws of the Supreme Chapter.

15 CHAPTER IX

16 Fiscal Year

17 Section 1. The fiscal year of each Graduate Chapter shall be fixed as of January 1
18 to December 31.

19 Section 2. Members shall be billed January 1st for local dues including per capita
20 fee applicable. Those not having paid by December 31st shall automatically be dropped
21 from Graduate Chapter membership unless the chapter elects to pay the per capita fee for
22 them.

23 CHAPTER X

24 Reports and Payment of Per Capita Fees

25 Section 1. Failure to remit payment of annual per capita fees by February 15th shall
26 automatically deprive the Representative of that chapter from receiving the usual travel
27 and per diem refund for that year, unless the Supreme Scribe recommends otherwise to
28 the Supreme Council.

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CHAPTER XI

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Amendments

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Graduate Chapters may devise bylaws to suit special needs. The bylaws may be altered, amended or annulled only with the approval of Supreme Council.

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CHAPTER XII

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Parliamentary Authority

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The rules contained in *Robert's Rules of Order*, Latest Edition, shall govern in all cases to which they apply and in which they are not inconsistent with these Bylaws.

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BYLAWS OF THE UNDERGRADUATE CHAPTER

CHAPTER 1

Membership

Delta Sigma Delta prohibits discrimination 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 basis in accordance with Student Organization Registration and Funding Guidelines of The Ohio State University.

Section 1. The number of candidates eligible for election to an Undergraduate Chapter from each college class shall be determined by the Deputy Supreme Grand Master of the Chapter.

Section 2. Proposals for membership shall be made only at regular meetings and shall be in writing, signed by two members of the Chapter. Action shall be taken on such proposals at a subsequent meeting. The Sponsors may withdraw any names previous to the formal ballot.

Section 3. An Undergraduate Chapter member in good standing wishing to transfer membership to a Chapter in another school shall receive credentials showing eligibility for such membership, and the Chapter to which transfer is desired shall upon the majority vote of its members accept the credentials without fee and shall enroll the name on its membership list, provided the candidate presents the credentials within thirty (30) days after entering the school.

Section 4. If any Undergraduate Chapter member abandons the study of Dentistry, the member shall be suspended and shall surrender the pin to the Scribe, until such time as the study of Dentistry is resumed.

year.

CHAPTER II

Meetings

There shall be at least one regular meeting held each month during the regular school

CHAPTER III

Quorum

A quorum shall consist of a majority of the active members of a chapter in good standing.

CHAPTER IV**Elections**

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3 Section 1. Nomination of candidates for elective offices shall be presented in writing
4 at the regular meeting prior to the election, by a committee of five (5) members in good
5 standing appointed by the Grand Master, this committee to act in conjunction with the
6 Deputy Supreme Master in recommending officers to serve the Chapter for the ensuing
7 year.

8 Section 2. The annual election of officers shall be by ballot and shall take place at
9 least ninety (90) days before the end of the school year. A secret ballot shall be held
10 whenever two or more members are candidates for the same office.

11 Section 3. The installation of officers shall take place not later than thirty (30) days
12 after the election and shall be conducted by the Supreme or Deputy Supreme Grand
13 Master. Such officers shall immediately assume the duties of their respective offices.

14 Section 4. Should a vacancy occur in an elective office, it shall be filled temporarily
15 by appointment by the Deputy Supreme Grand Master. At the next regular meeting of the
16 Chapter, a special election shall be held and a new officer elected to complete the
17 unexpired term.

18 Section 5. If any Undergraduate Chapter officer abandons the study of Dentistry, the
19 officer shall be suspended and shall surrender the pin to the Scribe and follow
20 reinstatement rules as a member (Chapter 1 Section 4)

CHAPTER V

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23 Section 1. Secret balloting for membership shall take place after a favorable report
24 on the candidates by the investigating committee. In case two negative ballots are cast, a
25 second secret ballot shall be immediately ordered, and should two or more negative ballots
26 again be cast, the candidate shall then be declared rejected. When a candidate has been
27 rejected the name shall not be again presented for a period of thirty (30) days, during which
28 time all members of the Chapter shall be notified.

29 Section 2. In no case shall a general ballot be dispensed with, at the election of
30 officers or at that of new members.

31 Section 3. A pledge who fails to be present for initiation within twelve (12) months
32 after date of formal pledging, shall automatically lose the status of a pledge, unless a time
33 extension is granted by a majority vote. A bid to membership may be rescinded by the
34 chapter at any time by a two-thirds (2/3) vote, providing notice of the pending action is
35 given the Chapter at the preceding business meeting.

36 Section 4. No pledge shall be initiated until after academic standing has been
determined by the school administration following at least one academic period in dental
school.

Section 5. No pledge shall be initiated who is currently on academic probation. It shall be
the responsibility of the Deputy Supreme Grand Master to enforce this ruling.

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CHAPTER VI

Duties of Members

It shall be the duty of members to attend all meetings of their Chapters and to cast a vote on all questions submitted.

CHAPTER VII

Appeals

Any question or doubt among members shall be decided by the Grand Master, from whose decision an appeal may be taken to the Deputy Supreme Grand Master for final decision.

CHAPTER VIII

Initiations

Section 1. All initiations shall be conducted according to the form and spirit of the Ritual.

Section 2. All initiations shall be carried out secretly in specially selected rooms. No public display shall be permitted under any circumstances.

Section 3. Any violation of foregoing sections shall involve such punishment as the Supreme Council may deem fit.

CHAPTER IX

Duties of Officers

Section 1. It shall be the duty of the *Grand Master* to:

1. Preside over the Chapter.
2. Appoint all committees.
3. Cast a deciding vote in the case of a tie.
4. Call meetings upon the request of two (2) or more members or as deemed necessary.
5. Inspect and announce the results of all ballots stating the number of black balls, if any.
6. Sign all proper orders on the Treasurer.

1 7. Take charge of the Charter and have it present at all meetings.

2 8. Appoint officers "pro tempore" in cases of absences and to take general
3 charge of the Chapter.

4 Section 2. It shall be the duty of the *Worthy Master* to:

5 1. Assist the Grand Master.

6 2. Preside when the Grand Master is absent.

7 3. Receive, prepare and prosecute charges against offending members.

8 Section 3. It shall be the duty of the *Scribe* to:

9 1. Keep a record of the proceedings of the Chapter.

10 2. Attend to all correspondence.

11 3. Keep a roll of the members with their addresses.

12 4. Collect all dues and to pay the same to the Treasurer immediately.

13 5. Notify members of meetings by order of the Grand Master.

14 6. Sign all proper orders drawn on the Treasurer.

15 7. Make an annual report to the Supreme Scribe. These reports shall be on
16 forms approved by the Supreme Council and available from the office of the
17 Supreme Scribe and shall embrace such detail and rules as set up by the
18 Supreme Council. The annual report shall include the number, names, date
19 of graduation and addresses of all members initiated during the college year,
20 the names and addresses of newly elected officers, the financial condition of
21 the Chapter, specifying the amounts received for initiation, dues, etc., and
22 the disbursements of all moneys, and such other information as the Supreme
23 Chapter may require.

24 Section 4. It shall be the duty of the *Treasurer*:

25 1. During the school year, to have charge of all money received from the
26 Deputy Supreme Grand Master and Scribe.

27 2. To disburse the same by order of the Grand Master only, endorsed by the
28 Scribe.

- 1 3. Report at each meeting of the Chapter.
- 2 4. At the end of the school year, to deliver to the Deputy Supreme Grand
- 3 Master all of the money and records belonging to the Chapter.

4 Section 5. It shall be the duty of the *Historian* to:

- 5 1. Keep an historical record of the Chapter.
- 6 2. Send quarterly letters to DESMOS.

7 Section 6. It shall be the duty of the *Senior Page* to:

- 8 1. Distribute and collect ballots.
- 9 2. Prepare and escort candidates.
- 10 3. Assist in initiations.
- 11 4. Perform such other duties as directed by the Grand Master.

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Section 7. It shall be the duty of the *Junior Page* to:

- 14 1. Assist the Senior Page.
- 15 2. Perform such duties as directed by the Grand Master and Worthy Master.

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Section 8. It shall be the duty of the *Tyler* to:

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1. Assist the Scribe in caring for the paraphernalia.

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2. Have charge of the door;

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- a. To guard against intruders.

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- b. To announce arrivals and to admit same when directed to do so by
the Grand Master or Worthy Master.

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CHAPTER X
Fees and Dues

Section 1. The fee for initiation into an Undergraduate Chapter shall be determined annually by the Deputy Supreme Grand Master of the Chapter.

Section 2. Each initiate into an Undergraduate Chapter shall be required to pay an initiation fee to the Supreme Chapter; such fee would not apply to the Life Membership fee. This fee shall be determined by the Supreme Council and paid in addition to the Life Membership fee. Both fees to be transmitted to the Supreme Scribe within twenty (20) days after initiation.

Section 3. Each initiate shall pay to the initiating chapter, a life membership fee determined by the Supreme Council, which if not paid in full at the time of initiation, shall be prorated, collected by the Chapter and remitted to the Supreme Scribe in the following minimum installments:

<u>Class of Initiate</u>	<u>First Year L.M. Dues</u>	<u>Second Year</u>	<u>Third Year</u>	<u>Fourth Year</u>	<u>Total</u>
Freshman	25%	25%	25%	25%	100%
Sophomore		50%	25%	25%	100%
Junior			75%	25%	100%
Senior				100%	100%

In the event at any time an initiate pays an installment of the life membership fee in an amount greater than the next installment the Chapter is required to remit to the Supreme Scribe, such excess payment received by the Chapter shall be forwarded together with the next required remittance.

Failure of an initiate to pay any installment of the life membership fee within such time as to permit the initiating Chapter to make remittance to the Supreme Scribe in accordance with the above schedule, may be considered evidence of failure of the initiate to consummate life membership.

In the event that the membership of an undergraduate in the local chapter is terminated for any reason, only those pre-paid life membership installments for any year subsequent to the year of termination may be refunded to the undergraduate chapter.

Section 4. An annual per capita fee to the Supreme Chapter is to be determined annually by the Supreme Council. Fees shall be paid to the Supreme Scribe from the Chapter treasury on or before January 20th, for each member of record as of November 1st of the preceding year.

Section 5. The amount of all dues of Undergraduate Chapter members shall be approved by the Deputy Supreme Grand Master.

CHAPTER XI

Fines and Penalties

Section 1. Any member unable to furnish a satisfactory excuse for absence from Chapter meetings shall be penalized by a majority vote of the Chapter. The penalty for each offense shall not be less than fifty cents (\$.50) or more than one month's dues to the Chapter.

Section 2. No member shall be entitled to vote while dues, life membership fees, or penalties remain unpaid for a period of sixty (60) days after billing. Any member in arrears shall surrender the insignia of the fraternity upon the request of the Deputy Supreme Grand Master until he is again in good standing with the Fraternity.

Section 3. Any member who has resigned, been suspended or dropped for any cause, and who wishes to reinstate membership shall pay through the local chapter to the Supreme Chapter a fee of ten dollars (\$10.00) for such reinstatement. This fee shall not be credited to the member's life membership account.

Section 4. Any undergraduate member who shall resign, be suspended or dropped for any cause by a Chapter for a second time, shall be declared "expelled" and forever barred from reinstatement in Delta Sigma Delta, except upon an unanimous vote of approval for reinstatement by the Supreme Council.

Section 5. Any member resigned, suspended, or dropped for any cause by the Chapter while in school, and who seeks reinstatement after graduation must:

1. Have the approval of the Deputy Supreme Grand Master of the Chapter from which he or she resigned, was suspended or dropped.
2. Be free from all financial obligation to the Chapter.
3. Pay twenty-five dollars (\$25.00) to the Supreme Chapter in addition to the regular fee for life membership.

Section 6. Any undergraduate chapter member who fails to complete life membership payment within one (1) year after date of graduation shall be required to pay twenty-five dollars (\$25.00) in addition to the regular life membership fee.

CHAPTER XII

Disciplinary Action

Section 1. Any member or group of members may prefer charges against an offending member. It shall be the duty of the Worthy Master to prepare the charges and prosecute the case as soon as practical.

Section 2. The offenses of which the chapter may take cognizance, to which it shall give full, fair and impartial trial, and upon conviction shall administer just punishment, are:

1. Immoral or illegal conduct.
2. Acts that impair the good name of the Fraternity.
3. Scholastic failure, unless the reason is approved by the Deputy.
4. Violation of the obligation, the laws, rules, regulations and Principles of Ethics of Delta Sigma Delta Fraternity.

All charges shall be made in writing, specifying the character of the alleged offense and the time and place of its commission. Upon the reception of charges, the Grand Master shall order the Scribe to transmit a copy of them to the accused and to notify all members of the time and place of the trial.

Section 3. Witnesses who are members of this Fraternity shall give evidence at the trial, after having been specially obligated. The testimony of absent members or other witnesses shall be received by a special committee or by affidavit. The accused and accuser shall be entitled to be present and to propound such relevant questions as they may desire.

Section 4. Following the verification of a quorum, the Grand Master, in person or by representative appointed by the Deputy Supreme Grand Master of the chapter, shall act as judge and decide all questions as to the relevancy of evidence. At the conclusion of the evidence, the accused shall retire from the room, and the Chapter shall consider first the guilt or innocence of the accused, voting by secret ballot upon each point made in the charge. All members present shall be required to ballot, a two-thirds (2/3) vote being necessary for conviction. If the accused is found guilty upon one or more points, the nature of the punishment shall be decided by secret ballot. The punishment may be expulsion, suspension, a fine or reprimand, as the Chapter may decide. It shall be the duty of the Scribe to keep full record of the trial. Any member convicted of an offense in an Undergraduate Chapter may appeal to the Supreme Council for a final decision, provided that notice is sent to the Supreme Council at least sixty (60) prior to its next regular meeting.

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CHAPTER XIII

Additional Bylaws

Additional Bylaws, subject to the approval of the Supreme Council, may be adopted by each Chapter.

CHAPTER XIV

Order of Business

The order of business for Undergraduate Chapters shall be:

1. Calling the roll of membership.
2. Reading the minutes of the previous meeting.
3. Hearing the excuses of the members for absence.
4. Consideration of previous proposals.
5. Reports of special committees.
6. Balloting for new members.
7. Proposals for membership.
8. Reports of officers.
9. Election of officers.
10. Initiations.
11. Unfinished business.
12. Installation of officers.
14. Adjournment.

This order of business may at anytime, for an occasion, be changed or dispensed with be a two-thirds (2/3) vote of the members present.

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CHAPTER XV

Parliamentary Procedure

The rules contained in *Robert's Rules of Order*, Latest Edition, shall govern the Undergraduate Chapter in all cases to which they apply and in which they are not inconsistent with these Bylaws.

CHAPTER XVI

Amendments

Any of the provisions of these Constitutions and Bylaws may be altered, modified or annulled by amendment. The exclusive power to make such amendments shall be vested in the Supreme Chapter. Every proposed amendment, or an abbreviated form of the proposed amendment showing the purpose and intent of the proposal shall be submitted in writing to the Supreme Chapter at a regular called meeting or to the Supreme Scribe on or before May 1st of the following year. All such proposed amendments shall be published in the Summer issue of DESMOS. A vote on all proposals shall be taken at the next regular called meeting of the Supreme Chapter following publication.

Adoption shall be a two-thirds (2/3) affirmative vote of the members present and voting. Amendments approved shall take effect at once, unless a specified time is included in the amendment.

If the said proposed amendment received an affirmative vote of two-thirds (2/3) of the members present at the meeting and voting, it shall thereupon become an amendment to, and a part of, these Bylaws.

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THE BYLAWS OF THE COUNCIL OF DEPUTIES

CHAPTER I

Quorum

Ten (10) Deputy Supreme Grand Masters shall constitute a quorum.

CHAPTER II

Officers

The officers of the Council of Deputies shall be President, President-elect, Secretary-Treasurer, Director of Annual Regional Meetings. The President-elect shall be elected by majority vote at each meeting of the Council of Deputies and shall succeed to the Office of President at the next following meeting. The Secretary-Treasurer and Director of Annual Regional Meetings shall be elected to serve a term of three years. A secret ballot shall be held whenever two or more members are candidates for the same office.

CHAPTER III

The Council of Deputies shall elect by majority vote at a regular meeting, two members to serve on the Supreme Council for a term of two years. A secret ballot shall be held whenever two or more members are candidates for the same office.

CHAPTER IV

Recommendation to the Supreme Council

The Council of Deputies shall first present any matter calling for action by the Supreme Chapter, to the Supreme Council for consideration. The Supreme Council may then recommend whatever action is deemed best.

CHAPTER V**Duties of the Deputy**

It shall be the Deputy's duties to:

1. Install the officers of the Chapter.
2. Attend all its meetings.
3. Foster fraternal feelings between the Supreme Chapter members in the community and the Undergraduate Chapter members.
4. Attend all initiations, in order that the Ritual may be strictly followed.
5. Advise and oversee the work of the Chapter.
6. Collect, or cause to be collected, the per capita annual national dues and forward same to the Supreme Scribe (and, the same procedure should also apply to the collection of the Life Membership Fees).
7. Represent the Chapter at the called Meeting of the Supreme Chapter.
8. Recommend to the Supreme Grand Master a member or members of the Supreme Chapter to serve as Assistant Deputy or Deputies.
9. Initiate members from the Undergraduate Chapter into the Supreme Chapter.
10. Each year to submit to the Supreme Scribe a general report and a detailed chapter financial report. These reports are to be on forms approved by the Council of Deputies and the Supreme Council and furnished from the office of the Supreme Scribe.

CHAPTER VI**Suspensions and Dropouts of Undergraduate Chapter Members**

The Deputy Supreme Grand Master shall have authority to suspend members of Undergraduate Chapters for:

1. Insubordination.
2. Gross misconduct.
3. Delinquency in scholastic standing.

1 During the time of suspension the Deputy shall demand the Fraternity insignia from
2 the suspended member. The Deputy shall immediately report the suspension, with reasons,
3 to the Supreme Grand Master, who may report it to the Supreme Council with
4 recommendations; or if so desired, may deal with the matter locally. Members dropped
5 from the Chapter for financial reasons and those dropped from school for scholastic
6 reasons should be reported to the Supreme Scribe by the Deputy Supreme Grand Master.
7 The deputy should request the return of pre-paid Life Membership installments for any
8 year subsequent to the year of termination of membership.

9 CHAPTER VII

10 Suggested Order of Business

11 The order of business suggested for meetings of the Council of Deputies is:

- 12 1. Calling of the roll.
- 13 2. Reading the minutes of the previous meeting.
- 14 3. The President's address and discussion thereon.
- 15 4. Reports of Deputies and discussion thereon.
- 16 5. Report of committees.
- 17 6. New business.
- 18 7. Election of officers for the ensuing year.
- 19 8. Movement of adjournment which shall include the place and date of the
20 next meeting.

21 CHAPTER VIII

22 Committees

23 Executive Committee shall be composed of the officers and the council members to
24 the Supreme Council. The President shall serve as Chairman. This committee shall
25 prepare the program and agenda for meetings, conduct necessary business of the Council
26 between meetings and report to the membership each meeting.

27 Nominating Committee shall be composed of at least three members chosen by the
28 incoming President, and the Immediate past President, and one member to serve on the
29 Nominating Committee for a term of one year, said member not to be eligible for

1 reelection. The President shall appoint the Chairman. It shall be the duty of this committee
2 during the year to prepare a slate of nominees and to report at the next following meeting
3 of the Council.

4 Constitution and Bylaws Committee shall be composed of three members chosen by
5 the President.

6 Special Committees may be names as deemed desirable by the President.

7 A committee to review infringement of the rules of the Annual Regional Meeting and
8 to levy penalties. This committee shall be composed of the officers of the Council of
9 Deputies and the Annual Regional Meeting Director.

10 **CHAPTER IX**

11 **Parliamentary Procedure**

12 The rules contained in *Robert's Rules of Order*, Latest Edition, shall govern the
13 Council of Deputies in all cases to which they apply and in which they are not inconsistent
14 with these Bylaws.

15 **CHAPTER X**

16 **Additional Bylaws**

17 The Bylaws of the Council of Deputies shall be altered, amended or annulled only
18 with the approval of the Supreme Council.

19 **CHAPTER XI**

20 The Council of Deputies shall elect a Representative to the Budget Committee at
21 each Annual Meeting to serve a period of one (1) year. He may succeed himself on this
22 Committee if reelected by the Council of Deputies.

THE BYLAWS OF COUNCIL OF GRADUATE CHAPTERS

CHAPTER I

Membership

The active membership in the Council of Graduate Chapters shall be composed of one Representative from each of the several Graduate Chapters.

CHAPTER II

Meetings

The Council of Graduate Chapters shall meet in conjunction with and at the time and place of the meeting of the Supreme Chapter.

CHAPTER III

Quorum

Ten (10) Representatives shall constitute a quorum.

CHAPTER IV

Officers

The officers of the Council of Graduate Chapters shall be President, President-elect, Treasurer, and Recording Secretary. The President-elect, Treasurer and Recording Secretary shall be elected by majority vote at each meeting of the Council of Graduate Chapters. Officers shall serve until their successors have been elected and installed. The President-elect shall automatically succeed to the office of President at the next meeting following his election. A secret ballot shall be held whenever two or more members are candidates for the same office.

CHAPTER V

Council Members from the Graduate Chapters

The Council of Graduate Chapters shall elect by majority vote at a regular meeting, two members to serve on the Supreme Council for a term of two years. A secret ballot shall be held whenever two or more members are candidates for the same office.

CHAPTER VI

Representative to the Budget Committee

The Council of Graduate Chapters shall elect a Representative to the Budget Committee at each annual meeting to serve a period of one (1) year. The member may serve additional one year terms if reelected by the Council of Graduate Chapter.

CHAPTER VII

Committees

Executive Committee shall be composed of the officers, the Council members from the Graduate Chapters, two member representatives elected at large by majority vote of the members, and the Immediate Past President, who shall serve as chairman.

The terms of the representatives elected at large shall be for two years but shall run concurrently.

This committee shall prepare the program and agenda for meetings, conduct necessary business of the Council between meetings and shall report to the membership at each meeting.

Nominating Committee shall be composed of at least three members chosen by the incoming President, plus the President and the Immediate Past President, who shall serve as chairman. It shall be the duty of this committee to, during the year, prepare a slate of nominees and to report at the next following meeting of the Council.

Membership Committee shall be composed of five members.

Constitution and Bylaws Committee shall be composed of three members.

Chapters Activities Committee shall be composed of four members.

Special committees may be named as deemed desirable by the President and/or Executive Committee.

CHAPTER VIII**Duties of the Representative of the Supreme Grand Master**

It shall be the duties of the Representative to:

1. Attend all meetings of the Chapter.
2. Advise and oversee the work of the Chapter.
3. Represent the Chapter as delegate to the Council of Graduate Chapter and to attend all sessions of the meetings of the Supreme Chapter.
4. Act as Liaison between the Graduate and Undergraduate Chapters where there is an Undergraduate Chapter in the area.
5. Attend the Annual Regional Meeting of the Undergraduate Chapters in the region.
6. Collect, or cause to be collected, the annual per capita dues and administrative fee and forward same to the Supreme Scribe before February 15th.
7. To submit to the Supreme Scribe with the above fees before February 15th the Scribe's Annual Report, provided by the Supreme Scribe, which includes:
 - Officers
 - Recommended Representative
 - Recommended Alternate Representative
 - Roster of current members
 - Names of deceased members

In the event that the Representative of the Supreme Grand Master cannot fulfill the duties as such, the Alternate Representative shall assume and discharge those duties.

CHAPTER IX**Recommendations to the Supreme Council**

The Council of Graduate Chapters shall first submit any matter calling for action by the Supreme Chapter to the Supreme Council for consideration. The Supreme Council may then recommend whatever action it deems best.

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CHAPTER X

Suggested Order of Business

1. Calling the roll.
2. Reading the minutes of the previous meeting.
3. The President's address and discussion thereon.
4. Reports of representatives and discussion thereon.
5. Reports of committees.
6. New Business.
7. Election of officers for the ensuing year.
8. Move adjournment.

CHAPTER XI

The rules contained in *Robert's Rules of Order*, Latest Edition, shall govern the Council of Graduate Chapters in all cases to which they apply and in which they are not inconsistent with these Bylaws.

CHAPTER XII

The Bylaws of the Council of Graduate Chapters shall be altered, amended or annulled only with the approval of the Supreme Council.

Amendments

Any of the provisions of the foregoing Bylaws may be altered, amended, modified, or annulled by amendment. The exclusive power to make such amendment shall be vested in the Supreme Chapter. Every proposed amendment shall be proposed in writing to the Supreme Chapter at a regular Meeting, and action thereon shall be deferred until the regular Meeting next following, at which time the proposed amendment shall be voted on. If the said proposed amendments receives an affirmative vote of two-thirds (2/3) of the members present at the meeting and voting, it shall thereupon become an amendment to, and a part of, these Bylaws.

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