

Constitution
and
Uniform By-Laws
of
**Kappa Psi
Pharmaceutical
Fraternity, Inc.**

(Incorporated under the Laws of the State of Delaware,
1903)
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Issued for and by Authority of
The Grand Council of the Fraternity

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Kappa Psi Pharmaceutical Fraternity, Inc.

“One for all and all for one”
Founded 1879 Incorporated 1903

Colors: Scarlet and Cadet Gray **Flower:** Red Carnation



COAT OF ARMS



BADGE



MONOGRAM
LAPEL LETTER
BUTTON



RECOGNITION
BUTTON



SWEETHEART
PIN



PLEDGE BUTTON



PENNANT



SCHOLARSHIP KEY



ASKLEPIOS KEY

Constitution

THE REVOCATION OF FORMER LAWS

001. *Sec 1.* All former constitutions, by-laws, and standing laws by which the Fraternity was formerly governed, are revoked and are no longer in effect.

PREAMBLE

002. *Sec. 1.* For the sake of unity of principle, practice, and procedure this instrument is promulgated by the Grand Council of Kappa Psi Pharmaceutical Fraternity, Incorporated for its own government, for that of its constituent divisions, and for that of its Membership so that there shall be one final rule by which all shall be governed.

ARTICLE I NAME AND OBJECTIVES

003. *Sec. 1.* The name of this society shall be Kappa Psi Pharmaceutical Fraternity, Incorporated, which hereinafter may be referred to as the Fraternity.

004. *Sec. 2.* The objectives are to conduct a fraternal organization for the mutual benefit of the members; to advance the profession of Pharmacy, educationally, fraternally, and socially; to instill industry, sobriety, fellowship, and high ideals in its members; and to foster scholarship and pharmaceutical research.

ARTICLE II ORGANIZATION

005. *Sec. 1.* The constituent divisions making up this Fraternity are: Alpha Chapter, hereinafter referred to as the Executive Committee; Collegiate Chapters, Graduate Chapters; and Provinces.

006. *Sec. 2.* Each Chapter and Province shall adopt Local Chapter or Province Ordinances to become part of their Uniform Chapter or Province By-Laws to govern its Membership; said Ordinances shall not conflict with Constitution and By-Laws of the Fraternity or the Uniform By Laws.

ARTICLE III MEMBERSHIP

007. *Sec. 1.* Kappa Psi Pharmaceutical Fraternity, Incorporated shall receive as Members, except as in the case of Honorary Members, only persons who are teachers in, students in, or graduates of Schools or Colleges of Pharmacy, or who are students currently enrolled in a School of pre Pharmacy, who meet requirements set by the Executive Committee of Kappa Psi Pharmaceutical Fraternity, Incorporated.

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008. *Sec. 2.* No person eligible for membership in Kappa Psi Pharmaceutical Fraternity, Incorporated may be excluded from membership for reason of race, color, creed, sexual orientation, religion or national origin, or gender.

009. *Sec. 3.* There are three (3) types of members: Collegiate Members, Graduate Members and

Honorary Members.

010. *Sec. 4.* Memberships in or expulsion from any other pharmaceutical fraternity shall disqualify a person for election to Kappa Psi Pharmaceutical Fraternity, Incorporated; furthermore, members of Kappa Psi Pharmaceutical Fraternity, Incorporated are prohibited from becoming members (except honorary members) in any other pharmaceutical fraternity (except purely honorary societies).

011. *Sec. 5.* All elections to Collegiate or Graduate Membership shall be made in one of the Collegiate or Graduate Chapters; a candidate for Membership, so elected, becomes a Member only after successfully completing the Initiation Ceremony as set forth in the Ritual of the Fraternity; election to Honorary Membership shall be made only by Alpha Chapter.

012. *Sec. 6.* A Collegiate Chapter may elect to membership students in the undergraduate or graduate classes or any member of the Faculty or Adjunct Faculty of the School or College of Pharmacy in which the Chapter is chartered.

013. *Sec. 7.* Upon graduation from college, a Collegiate Member automatically becomes a Graduate Member of the Collegiate Chapter.

014. *Sec. 8.* Graduate Chapters shall accept for membership Graduate Members from any Collegiate Chapter. Graduate Chapters may elect to membership any graduate of a recognized School or College of Pharmacy as defined in the Constitution, provided such individual is not, and never has been, a member of another pharmacy fraternity, and further provided that the preceding clause will allow admission to membership persons of now defunct alternative fraternities organized because of race, creed, color, gender, sexual orientation, religion or national origin, who has not been rejected by any Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated.

015. *Sec. 9.* The Fraternity does not recognize or approve the existence of auxiliary organizations not authorized in writing by the Executive Committee. No organization, unless authorized by the Executive Committee or as otherwise permitted by the Constitution or By-Laws, shall use the words, letters, logos or symbols of the Fraternity, or otherwise represent affiliation with the Fraternity.

016. *Sec. 1.* The Grand Council shall have the power to collect dues and fees from all members of Kappa Psi Pharmaceutical Fraternity, Incorporated.

017. *Sec. 2.* The Grand Council shall also have the power to levy special assessments to cover deficits in the funds of the Grand Council Treasury.

ARTICLE V DISCIPLINE

018. *Sec. 1.* Any member may be suspended or expelled from Kappa Psi Pharmaceutical Fraternity, Incorporated for conduct unbecoming a member.

019. *Sec. 2.* Each Chapter shall have the right to punish members after due trial as set forth in the By-Laws of Kappa Psi Pharmaceutical Fraternity, Incorporated.

ARTICLE VI CHAPTERS

020. *Sec. 1.* Collegiate and Graduate Chapters may be established in any city or limited area of the United States, Canada, or other countries. Graduate Chapters shall be named after the city, limited area, or country in which they are established.

021. *Sec. 2.* Collegiate Chapters shall be named after the letters of the Greek Alphabet in order of their establishment as assigned by the Executive Committee. Should any Chapter be discontinued and its Charter returned to the Grand Council, its Graduate Members shall retain their Chapter name.

ARTICLE VII UNIFORM PROVINCE AND CHAPTER BY-LAWS

022. *Sec. 1.* The By-Laws for the Provinces and Chapters will be the Uniform Province By-Laws; Uniform Collegiate Chapter By-Laws, and Uniform Graduate Chapter By-Laws as adopted by the Executive Committee of the Grand Council with those modifications necessary, in the form of Local Province or Chapter Ordinances, to meet local conditions.

023. *Sec. 2.* All Local Province and Chapter Ordinances must be submitted in electronic format, within seven (7) days of adoption, to the Grand Counselor and the Central Office, for approval or rejection by the Grand Counselor or Legislative Committee. Failure of the Grand Counselor and/or Legislative Committee to act within ninety (90) days on any Ordinance, submitted in accordance with the above requirements, shall constitute automatic approval. Upon receipt by the Chapter or Province of any rejections or recommendations to the proposed Local Ordinances by the Grand Counselor or Legislative Committee, the Chapter or Province must act, within ninety (90) days,

on these rejections or recommendations and submit a response. Failure to do so shall constitute an automatic approval of the Legislative Committee recommendations.

ARTICLE VIII THE GRAND COUNCIL

024. *Sec. 1.* The Grand Council shall be the supreme legislative, judicial and executive body of the Fraternity. As the supreme legislative body, it shall make general and common laws to govern both itself and its divisions. The Grand Council may delegate to a committee the right of legislation as hereinafter provided. As the highest judicial tribunal, it shall interpret all legislation and there can be no appeal from its decisions. As the chief executive power of the Fraternity it shall have the authority to enforce its laws and decisions.

025. *Sec. 2.* The Grand Council shall issue a Ritual of Initiation and other special rituals for the use of all Chapters, which Rituals shall be held in sacred trust by each Chapter and each Brother to whom they are committed as being the innermost secrets of our Order.

026. *Sec. 3.* The Grand Council may revoke the Charter of any or all of its Chapters.

ARTICLE IX MEMBERS OF THE GRAND COUNCIL

027. *Sec. 1.* The Grand Council shall consist of the following: Members of the Executive Committee; two (2) Delegates from each Collegiate Chapter; two (2) Delegates from each Graduate Chapter; one (1) Delegate from each Province; the Editor of *THE MASK*, if a member of the Fraternity; and each Past Grand Regent who is no longer a Member of the Executive Committee.

ARTICLE X MEETINGS OF THE GRAND COUNCIL

028. *Sec. 1.* The Grand Council shall meet in general convention every two (2) years. The place and dates of said convention shall be decided by the Executive Committee; announcement of said place and dates shall be made at least one (1) year in advance of said convention. The Executive Committee in unusual circumstances has the authority to postpone and/or cancel a Grand Council Convention. The Executive Committee in unusual circumstances may authorize the Grand Council to convene via electronic communication media so long as all Members have the ability to participate.

ARTICLE XI OFFICERS OF THE GRAND COUNCIL

029. *Sec. 1.* The Officers of the Grand Council shall be: Grand Regent, Grand Vice Regent,

Executive Director (whose office shall be known as The Central Office), Grand Counselor, Grand Historian, and Grand Ritualist. All Officers except the Executive Director shall be elected by secret ballot. The Executive Director shall be appointed by the Executive Committee and shall

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hold office until he has been relieved of his duty by the Executive Committee. These Officers shall be chosen from the ranks of the Collegiate and Graduate Members of the Fraternity at large. Elections shall occur at the Grand Council Convention. The Officers shall hold office until their successors shall have been elected and properly installed. No salaries shall be paid to elected Grand Officers.

ARTICLE XII
COMMITTEES OF THE GRAND COUNCIL

030. *Sec. 1.* There shall be the following permanent committees of the Grand Council: Executive, Legislative, Advisory, Frank H. Eby Award Committee, Publications, and Public Relations. These committees and such other committees as may be required shall be appointed by the Grand Regent in accordance with any other requirements in the Constitution or By-Laws.

031. *Sec. 2.* The Executive Committee shall be the chief legislative body of the Fraternity in the adjournment of the Grand Council. Between meetings of the Grand Council, it possesses all the powers of the Grand Council and has full authority to act in its stead.

ARTICLE XIII
PROVINCES

032. *Sec. 1.* The Fraternity shall be divided geographically into Provinces, each composed of all the Chapters within the boundaries of that Province. The boundaries of each Province shall be designated by the Executive Committee of the Grand Council.

033. *Sec. 2.* Each Province shall be empowered to adopt Ordinances, rules and regulations to govern the Chapters within that Province, provided that such enactments do not conflict with the Constitution and By-Laws of the Fraternity, the Uniform Province By-Laws or other enactments of the Fraternity.

034. *Sec. 3.* The Legislative body of the Province shall be the Province Assembly, which shall consist of two (2) Delegates from each Chapter (Collegiate and Graduate) within the Province and the Officers of the Province.

ARTICLE XIV
OFFICIAL BADGES AND INSIGNIA

035. *Sec. 1.* The following items comprise the official badges and insignia of Kappa Psi Pharmaceutical Fraternity, Incorporated: The Badge, the Sweetheart Pin, the Pledge Button, the Lapel Letter Button, the Recognition Button, the Henry J. Goeckel Grand Council Scholarship Key, the Asklepios Key, Pennant, and the Coat of Arms.

ARTICLE XV
PUBLICATIONS

036. *Sec. 1.* Kappa Psi Pharmaceutical Fraternity, Incorporated shall publish its legal documents: The Constitution and By-Laws, and Uniform Chapter and Province By-Laws, an official journal to be known as *THE MASK* of Kappa Psi Pharmaceutical Fraternity, Incorporated, a manual to be known as *THE HANDBOOK* of Kappa Psi Pharmaceutical Fraternity, Incorporated; an official directory to be known as *THE AGORA*; a guide for the Chapters known as *THE POLICIES AND PROCEDURES MANUAL*; a website with the domain www.kappapsi.org; and any additional publications deemed to be in the interest of the Fraternity by the members of the Executive Committee.

ARTICLE XVI
ORDERS, HONORARY AND SERVICE

037. *Sec. 1.* There shall be the Honorary Order known as The Robert A. Magarian ORDER OF THE SILVER MORTAR. Membership shall be restricted to persons who have been Members of the Fraternity for twenty-five (25) years or more. There shall be the Honorary Order known as the F. Harvey Smith ORDER OF THE RUBY MORTAR. Membership shall be restricted to persons who have been Members of the Fraternity for forty (40) years or more. There shall be the Honorary Order known as the Preston W. Eldridge, Jr. ORDER OF THE GOLDEN MORTAR. Membership shall be restricted to persons who have been Members of the Fraternity for fifty (50) years or more. There shall be the Honorary Order known as the Dewey D. Garner ORDER OF THE DIAMOND MORTAR. Membership shall be restricted to persons who have been Members of the Fraternity for sixty (60) years or more. There shall be the Honorary Order known as the Norman A. Campbell ORDER OF THE PLATINUM MORTAR. Membership shall be restricted to persons who have been Members of the Fraternity for seventy (70) years or more. There shall be a Service Order for non-members of the Fraternity.

ARTICLE XVII
QUORUM

038. *Sec. 1.* A quorum for any meeting of the Grand Council shall be three-fourths (3/4) of its accredited membership registered either in person or by proxy at said meeting.

ARTICLE XVIII
AMENDMENTS

039. *Sec. 1.* Proposals to amend any part, or all, of this Constitution may be made by the Executive Committee, any Chapter, or any Member of the Fraternity either in session or during the adjournment of the Grand Council.

040. *Sec. 2.* In session of the Grand Council, motions to amend shall require a three-fourths (3/4) majority vote of the Grand Council for passage, a quorum being present. No motion to amend, made in session, may be acted upon unless a written copy of such motion is submitted to the

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Legislative Committee at least twenty-four (24) hours before it is to be acted upon and a written copy is distributed to each member of the Grand Council prior to the time of voting.

041. *Sec. 3.* A motion to amend made in adjournment of the Grand Council shall be submitted to the Legislative Committee, which will forward it along with its recommendation, to the Executive Committee. Upon approval of a majority of the Executive Committee, a mail or electronic ballot shall be conducted of all Chapters in good standing. A favorable ballot must be received from three fourths (3/4) of all Chapters responding within sixty (60) days after mailing or electronic transmission to make the amendment official and approved.

By-Laws

BY-LAW I ELECTION OF MEMBERS

042. *Sec. 1.* Members must be elected by secret ballot in a manner prescribed by the Chapter's Uniform By-Laws.

043. *Sec. 2.* In case a person, not already a Brother of Kappa Psi Pharmaceutical Fraternity, Incorporated, leaves a School or College in which there is a Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, to pursue studies in a second School or College in which there is also a Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, it shall be necessary for the second Chapter to communicate with the first Chapter before the said prospective nominee can be elected to membership in the second Chapter.

044. *Sec. 3.* After a person has duly been elected and initiated into Kappa Psi Pharmaceutical Fraternity, Incorporated, membership shall continue for life, except in the case of expulsion as provided in By-Law III. In no case and under no circumstances shall a member be allowed to relinquish membership voluntarily by resignation from the Fraternity.

045. *Sec. 4.* There shall be no inactive status for members enrolled and attending classes in a School or College of Pharmacy in which a Chapter is chartered and active. Each Chapter is responsible for the reporting and paying of Grand Council Dues to The Central Office for all Members enrolled in the School or College in which the Chapter is chartered.

046. *Sec. 5.* A member leaving a School or College in which there is a Chapter to pursue studies in a second School or College in which there is also a Chapter, shall be admitted to the second Chapter as a Collegiate Member upon presentation of evidence supplied by the first Chapter and The Central Office showing the members to have been in good standing; and provided that the member has read the By-Laws of the second Chapter and declared to uphold the same.

047. *Sec. 6.* A Collegiate Chapter or a Graduate Chapter may nominate for Honorary Membership in Kappa Psi Pharmaceutical Fraternity, Incorporated, any person who has contributed in some distinguished manner to the Pharmaceutical Profession at the national level. Election to Honorary Membership shall be made by Alpha Chapter. The nominee, if elected, shall be granted Honorary Membership. No portion of the Ritual of Initiation will be administered to Honorary Members, but an embossed certificate of Membership will be issued. Honorary Members may not hold any active office and they shall not be required to pay dues. Honorary office may be granted to Honorary Members.

BY-LAW II DUES AND ASSESSMENTS

048. *Sec. 1.* Each Member shall pay a Grand Council Membership fee of seventy-five dollars (U.S.) (\$75.00). This fee shall be transmitted to The Central Office within seven (7) days of initiation by the Treasurer of the Chapter of initiation. The Membership fee shall be used as

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follows: seventy-three dollars and fifty cents (U.S.) (\$73.50) to the General Fund, and one dollar and fifty cents (U.S.) (\$1.50) to the Grand Council Convention Fund. By-Law II, Section 2 shall be satisfied during the semester of initiation.

049. *Sec. 2.* Each Collegiate Member shall pay Grand Council Dues of five dollars (U.S.) (\$5.00) per month, but not to exceed sixty dollars (U.S.) (\$60.00) per collegiate year. These Grand

Council Dues shall be used as follows: seventy-five cents (U.S.) (\$0.75) per month, but not to exceed nine dollars (U.S.) (\$9.00) per collegiate year to the Grand Council Convention Fund; four dollars and twenty-five cents (U.S.) (\$4.25) per month, but not to exceed fifty-one dollars (U.S.) (\$51.00) per collegiate year to the General Fund.

050. *Sec. 3.* Each Collegiate Chapter shall pay by February fifteenth (15th) of each calendar year an annual Risk Management Fee of up to seven dollars (U.S.) (\$7.00) per Collegiate Member to The Central Office. Each Graduate Chapter shall pay by March fifteenth (15th) of each calendar year an annual Risk Management Fee of up to fifty dollars (U.S.) (\$50.00) per Chapter to The Central Office. The monies assessed on an annual basis shall not exceed the cost of the policy, and the amount of the Risk Management Fee shall be released to the Chapters no later than January fifteenth (15th). These funds shall be held in a Risk Management Fund and shall not be used for any other purpose.

051. *Sec. 4.* Each Graduate Chapter shall pay by March fifteenth (15th) of each calendar year an Annual Graduate Chapter Fee of two hundred dollars (U.S.) (\$200.00) to The Central Office, and shall submit a copy of its current roster.

052. *Sec. 5.* Each Graduate Member shall be requested to pay during the calendar year, 2010, and each year thereafter, Graduate Voluntary Dues of fifty dollars (U.S.) (\$50.00). These Graduate Voluntary Dues shall be used as follows: ten dollars (U.S.) (\$10.00) to the Grand Council Convention Fund, and forty dollars (U.S.) (\$40.00) to the General Fund.

053. *Sec. 6.* Grand Council Dues shall be collected by the Treasurer of each Collegiate Chapter as part of the regular Chapter dues; said dues for the months of July, August, September, October, November, December shall be transmitted to The Central Office by October fifteenth (15th) of the same collegiate year; said dues for the months of January, February, March, April, May, and June shall be transmitted to The Central Office by February fifteenth (15th) of the same collegiate year.

054. *Sec. 7.* Should there be any delay in transmitting any of the above monies to The Central Office, an order shall be issued by the Executive Director upon the Chapter Treasurer equal to the Chapter indebtedness; additionally, a penalty of two percent (2%) per month for each month or fraction thereof of indebtedness may be assessed and shall become part of above said order. If a Chapter remains in default for six (6) months or more, the Executive Committee after providing the opportunity of a hearing to the defaulting Chapter, may suspend until monies are current or revoke the Charter of said Chapter.

055. *Sec. 8.* If there should arise a deficit in the funds of the Grand Council Treasury, the Executive Committee may order an extra assessment to cover the deficit. Such assessment shall be levied pro rata with membership for Collegiate Chapters and at a flat and equal rate for Graduate

Chapters. Such assessments shall be collected and transmitted in a similar manner as the monthly or yearly dues; and furthermore, the same retributive proceedings in case of default apply.

BY-LAW III DISCIPLINE

056. *Sec. 1.* A Member may be suspended or expelled from Kappa Psi Pharmaceutical Fraternity, Incorporated for conduct unbecoming a Brother. Included under this heading are such acts: (1) as relate upon or injure the prestige and reputation of the Fraternity; (2) as relate upon the character or professional integrity of the Members; (3) as constitute a violation of the Vow of Allegiance and Obligations; and (4) as refusal to pay dues.

057. *Sec. 2.* The provisions for disciplining Members shall also apply to any person elected to membership but not having taken the Vow of Allegiance and Obligations. At any time before the candidate's initiation any member, in good standing, may submit written objections to the Judiciary Committee of the Chapter. If sustained, the Regent shall declare the election null and void.

058. *Sec. 3.* To suspend or expel a Member from the Fraternity, a Member or Members, or the whole Chapter must lay written charges before the Judiciary Committee. This Committee may exercise the authority herein granted upon its acknowledgement and without citation. If the Committee finds that the facts sustain the charge or charges, it shall endorse the charges as being true and return them to the Chapter.

059. *Sec. 4.* The Regent shall set a hearing date, order the accused to appear, and instruct the Secretary to furnish the Member cited with a copy of the charges. Should the accused not obey the mandate, the Regent may either continue or postpone the proceedings. No trial shall be valid unless two-thirds (2/3) of the Members in good standing of the Chapter are present. Should the accused fail to comply with the order to appear for more than ninety (90) days, the Regent and the Chair of the Judiciary Committee can jointly enter a summary judgment and proceed with the punishment process.

060. *Sec. 5.* At the hearing, the Regent shall act as the Judge and rule on all points of law. The Secretary shall act as Clerk of the Court. If the Regent is involved as a party defendant, the Vice Regent shall act as Judge.

061. *Sec. 6.* The Regent shall appoint two (2) Members of the Chapter to act as prosecutors; the accused may choose two (2) Members of the Fraternity to act as counsel.

062. *Sec. 7.* Testimony shall be taken on all charges and each witness shall sign a written copy of the testimony.

063. *Sec. 8.* After all evidence and arguments have been heard, all Members present shall vote guilty or not-guilty. Two-thirds (2/3) shall be needed to convict. If the accused is convicted, the Regent shall ask for the sort of punishment. Two-thirds (2/3) shall be required for expulsion and a majority for any other punishment.

064. *Sec. 9.* A convicted Member may demand a stay of execution for thirty (30) days or until appeal to the Executive Committee for rehearing. Any appeal from the Chapter's findings makes the Chapter a party defendant and also makes the convicted Member liable for all reasonable expenses of the Chapter should the Executive Committee sustain the action of the Chapter.

065. *Sec. 10.* Should the Member decide to appeal, the Secretary of the Chapter shall notify the Grand Regent of the actions of the Chapter and shall furnish to the Executive Committee an attested copy of the charges with signed copies of the testimony and written briefs arguing the respective sides of the case.

066. *Sec. 11.* The Executive Committee, after due consideration, shall render its opinion. A majority vote is necessary to either sustain or reverse the Chapter's decision. If the decision is reversed, the accused stands acquitted and the case dismissed. The Chapter has no further appeal.

067. *Sec. 12.* The accused, as a last resort, may appeal to the Grand Council in session assembled. The parties may be represented in person or by brief. A simple majority vote is necessary to either sustain or reverse the Chapter's decision. The opinion of the Grand Council shall be final.

068. *Sec. 13.* When a conviction is final, there are no appeals requested or available, the Executive Director shall be notified of the action of the Chapter. All Chapters shall then be notified of the action taken and the Grand Regent shall order all Chapters of the Fraternity closed against the Member, either temporarily or permanently.

069. *Sec. 14.* The Grand Council shall have the power to expel Members of inactive Chapters.

BY-LAW IV CHAPTERS

070. *Sec. 1.* Application for a Charter for the creation of a Chapter shall be made in writing, through The Central Office, and shall be signed by at least five (5) Graduate Members residing in the district. To be chartered or reactivated prior to the Grand Council Convention, all application materials must be received by the Central Office no fewer than 90 (ninety) days prior to the opening of a Grand Council Convention.

071. *Sec. 2.* When an application for a Charter is received, it shall be forwarded to the Grand Counselor with an electronic copy of the proposed Chapter's proposed Local Chapter Ordinances to the Uniform Chapter By-Laws for review and approval.

072. *Sec. 3.* Upon approval of the proposed Chapter's proposed Local Chapter Ordinances, the Executive Committee shall be notified by the Executive Director of the Application for Charter, and shall be requested to vote upon same. Three-fourths (3/4) approval of the Executive Committee members voting shall be required for granting a Charter.

073. *Sec. 4.* Upon approval of the Executive Committee and payment for creation and shipment of the charter, the Grand Regent shall grant the Charter and cause either personally, or by

appointment of a Member of the Executive Committee or Advisory Committee, the new Chapter to be properly installed.

074. *Sec. 5.* The Grand Regent shall notify all Members of the Executive Committee, all Chapters, and all Provinces of the new Chapter and shall request letters of greetings and welcome be sent to the new Chapter.

BY-LAW V THE GRAND COUNCIL

075. *Sec. 1.* Delegates from Chapters in arrears shall not be admitted to the Grand Council until all past indebtedness is paid. Upon three-fourths (3/4) vote of the Grand Council this section may be waived.

076. *Sec. 2.* If a Chapter sends only one (1) representative to the Grand Council, that representative shall be entitled to cast two (2) votes. If a Chapter or Province is unable to send any representatives, its votes or vote may be assigned by proxy to any other Member, Chapter or Province except Members of the Executive Committee, Advisory Committee, or Editor of *THE MASK*. No votes other than those of Chapters or Provinces may be assigned by proxy.

077. *Sec. 3.* No funds for representation shall be paid to a Chapter in arrears or to a Chapter represented by proxy. No funds for representation shall be paid to Graduate Chapters or to Provinces.

078. *Sec. 4.* All Delegates or proxies shall be determined in accordance with Chapter or Province By-Laws and Local Ordinances thereof, and shall be admitted to the Grand Council only upon presentation of proper credentials issued by the represented Chapter or Province. In the case of Delegate representation, the credentials must be signed by the Regent, Satrap, or Secretary of the Chapter or Province being represented. In the case of proxy representation, the credentials must be signed by the Regent or Satrap and Secretary of the Chapter or Province being represented. These forms must be sent to The Central Office via mail or email with a postmark or electronic transmission date of at least one (1) month prior to the start of the Grand Council Convention. Mailed proxy forms must be notarized. All electronic submissions must be sent from the Chapter or Province's official email address, or using a secured, verifiable digital signature.

BY-LAW VI THE GRAND COUNCIL CONVENTION FUND

079. *Sec. 1.* The Grand Council Convention Fund shall be used to pay the transportation expenses equivalent to the lowest tourist class, round trip air fare from the Chapter location to the airport of the convention site for one (1) Delegate (not a proxy) from each Collegiate Chapter, each Member of the Executive Committee, and such other Members of the Grand Council designated by the Executive Committee. Any monies remaining in this fund following the determination of anticipated transportation expenses may be utilized to fund other portions of the Grand Council

Convention.

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080. *Sec. 2.* The Executive Director shall prepare and send a statement to the Secretary of each Collegiate Chapter showing the amount due that Chapter from the Grand Council Convention Fund. The manner of payment shall be determined by the Executive Director. Payments shall be made no later than the fifteenth (15th) day of the month following the Grand Council Convention.

BY-LAW VII
OFFICERS OF THE GRAND COUNCIL:
ELECTION AND DUTIES

081. *Sec. 1.* The Executive Director shall notify each Chapter at least eight (8) months prior to the Grand Council Convention that the Nominations Committee is prepared to receive nominations. Any Chapter may nominate for any or all of the Grand Officers, Graduate Member at-Large, and Collegiate Member-at-Large and shall forward the same, certified by the Regent and Secretary, to The Central Office at least six (6) months prior to the first day of the Grand Council Convention.

082. *Sec. 2.* The Executive Director shall notify each member of the office for which nominated. A member becomes a candidate for office only upon acceptance of nomination for that office and may not be a candidate for more than two (2) offices at any Grand Council Convention. Acceptance of nomination must be made at least four (4) months prior to the first day of the Grand Council Convention.

083. *Sec. 3.* All nominations shall be made in the above manner except when at the time of balloting, all nominees or all but one (1) nominee for any office withdraw. In such instances, and no other, nominations may be made from the floor of the Convention. No person may accept a nomination in such instances if he has accepted two (2) prior nominations.

084. *Sec. 4.* To be eligible for nomination as a Grand Officer or Graduate Member-at-Large, a person must have been a Member of the Fraternity for at least two (2) years and have paid Collegiate or Graduate assessment dues for the year including the Grand Council Convention no later than March 1st. To be eligible for nomination as Collegiate Member-at-Large, a person must have been a Member of the Fraternity for at least six (6) months prior to nomination, and when elected have at least one (1) academic year of study remaining before graduation from a School or College of Pharmacy.

085. *Sec. 5.* Voting shall be by secret ballot and shall continue until one candidate receives a majority of the votes cast. A majority shall be at least fifty percent (50%) plus one (1) of the votes cast. If no candidate receives a majority, the candidate receiving the least number of votes shall be withdrawn from further balloting. Electronic voting may be permitted, provided the system is secured and can maintain the secrecy of the ballot.

086. *Sec. 6.* Balloting for Grand Officers, Graduate Member-at-Large and Collegiate Member

at-Large shall be in the following order: Grand Regent, Grand Vice Regent, Grand Counselor, Grand Historian, Grand Ritualist, Graduate Member-at-Large, and Collegiate Member-at-Large.

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087. *Sec. 7.* The Grand Regent is the Chief Executive Officer of the Fraternity and shall preside at all meetings of the Grand Council; shall announce the time of the meetings of the Grand Council; shall visit each Chapter of the Fraternity every two (2) years either in person or through another Grand Officer or representative; shall, if possible, install new Chapters but may delegate that duty to another Member of the Fraternity; shall appoint the Official Representative in Delaware; shall be an ex-officio member of all standing committees of the Grand Council; and shall have authority to speak and act for the Fraternity on all matters and is accountable to the Grand Council.

088. *Sec. 8.* It shall be the duty of the Grand Vice Regent to discharge all such duties as the Constitution or the Grand Regent may delegate.

089. *Sec. 9.* The Grand Counselor shall act as the legal advisor of the Fraternity; upon request, tender official opinions concerning interpretation of the Constitution and By-Laws of the Fraternity, Uniform Province By-Laws, Uniform Collegiate and Graduate Chapter By-Laws, Local Province Ordinances, Local Collegiate and Graduate Chapter Ordinances, and any other rules, regulations, and/or enactments; examine all Local Province and Chapter Ordinances following their adoption to assure their consistency with superior enactments of the Fraternity; be consulted by the Chapters and Provinces in all legal matters including, but not limited to, Chapter House purchases, contracts and other legal documents before these are entered into and/or finalized.

090. *Sec. 10.* The Grand Historian shall record all important events of significance to the Fraternity; be responsible for the preparation and publication, from time to time, through The Central Office, of such data and proceedings of the history of the Fraternity as shall be of value as a matter of record and future interest.

091. *Sec. 11.* The Grand Ritualist shall direct the ritualistic work of the Order; present, for action by the Grand Council, revisions of all or any part thereof, edit any reprints and/or revisions thereof of the Ritual of the Fraternity and supervise its usage, understanding, and instruction for the Chapters and Provinces.

092. *Sec. 12.* The fact of the existence of any disqualification, refusal, or neglect to act on the part of the Grand Regent, as well as the termination of any temporary disqualification, shall be determined by the Grand Council when in session or by the Executive Committee at all other times. This power may be exercised upon knowledge with or without citation and notice or upon sufficient testimony. The Grand Council (or the Executive Committee) shall also have the power to accept the resignation of the Grand Regent.

093. *Sec. 13.* To encompass the removal of the Grand Regent permanently or temporarily and to

elevate a Grand Officer to the Grand Regency, the Grand Council or the Executive Committee, whichever has the power, shall file a certificate with the Executive Director stating the existence of the disqualification. Such certificate must be approved by a majority of the Grand Council or by three-fourths (3/4) of the Executive Committee and shall be signed by the Grand Vice Regent. This same procedure shall be used to reinstate a Grand Regent after a temporary disqualification is removed.

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094. *Sec. 14.* Should the office of Grand Regent become vacant, for any reason, the Grand Vice Regent shall fill the unexpired term of office. The Grand Vice Regent shall assume the duties of the Grand Regency during any temporary disqualification of the Grand Regent. Should the Grand Vice Regent be unable or refuse to serve under these circumstances, the Executive Committee shall fill the vacancy from among the Grand Officers and a three-fourths (3/4) majority vote shall be needed to elect.

095. *Sec. 15.* In case of the inability, or refusal of any Grand Officer or Member-at-Large, except the Grand Regent, to perform the duties of office, between sessions of the Grand Council, the Executive Committee may declare the office vacant by a three-fourths (3/4) majority vote and may elect a successor from the Members of the Fraternity as a whole by a simple majority.

096. *Sec. 16.* Expenses incurred by Officers, Committees, and Members of the Grand Council in the discharge of the office and business of the Fraternity-at-Large shall be borne by the Grand Council General Fund. Such expenses may be approved by the Grand Regent prior to disbursement from the General Fund.

BY-LAW VIII THE CENTRAL OFFICE

097. *Sec. 1.* The Central Office shall be supervised and administered by an Executive Director appointed for a term, under conditions, and at a salary to be determined by the Executive Committee.

098. *Sec. 2.* The Executive Director shall receive and be custodian of all funds of the Grand Council and shall disburse them in full payments of debts incurred by the Grand Council, its Officers, and Committees as approved by the Grand Regent. The Executive Director shall prepare an annual report no later than 30 days after the end of a fiscal year showing receipts and expenditures for said fiscal year and shall mail a copy of this report to each Chapter in good standing. A copy shall also be sent to each Province Satrap and each Grand Officer and member of the Executive Committee. The Executive Director shall work in conjunction with the Grand Regent and the Executive Committee to prepare an annual budget of fraternal expenses for each fiscal year. The Executive Director shall also prepare quarterly financial reports, including a summary of all assets, income and expenses within 30 days of the end of each quarter. Quarterly reports shall be submitted to members of the Executive Committee, members of the Advisory Committee and to the Chairman of any standing or ad hoc committee of the Grand Council with financial oversight of the Fraternity. Such reports and supporting financial records shall be

subject to an audit at any time, by any Committee or accounting firm in a manner prescribed by the Grand Regent.

099. *Sec. 3.* The Executive Director shall be required to furnish a bond or insurance in a sum to be determined by the Executive Committee but to be no less than five hundred thousand dollars (U.S.) (\$500,000.00), the cost of which shall be paid from the funds of the General Fund.

100. *Sec. 4.* The Executive Director shall have complete charge of the roll or record of membership in Kappa Psi Pharmaceutical Fraternity, Incorporated as furnished by the Chapters;

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shall keep a record of all data concerning the membership which may be of value or historical importance. All historical data or records collected by the Grand Historian and/or Grand Ritualist or data records otherwise secured, shall unless otherwise provided for, be charged with the duties and responsibilities normally associated with such office and all other duties which may be assigned by the Grand Regent, the Grand Council, and/or the Executive Committee, and may appoint, with the approval of the Executive Committee, an official assistant.

101. *Sec. 5.* The Grand Regent shall appoint a Coordinator of Province and Graduate Affairs to assist the Executive Director in furthering the work of the Provinces and Graduate Chapters.

102. *Sec. 6.* The Executive Director shall be provided with sufficient funds from the General Fund to provide The Central Office with the necessary stenographic and clerical assistance to carry on the work of said Central Office, the amount to be approved by the Executive Committee.

BY-LAW IX COMMITTEES OF THE GRAND COUNCIL

103. *Sec. 1.* The Chairman of the Executive Committee shall be the Grand Regent. The Chairman of the Legislative Committee shall be the Grand Counselor. Except Chairman of the Advisory Committee, all other committee chairmen shall be appointed by the Grand Regent.

104. *Sec. 2.* Copies of the minutes of all meetings of all committees shall be forwarded to The Central Office with fifteen (15) days of the meeting by the Committee Chairman.

105. *Sec. 3.* The Executive Committee shall consist of nine (9) members; Grand Officers, Graduate Member-at-Large, Collegiate Member-at-Large, the Immediate Past Grand Regent, and Executive Director. The Executive Director shall be an ex-officio Member without vote.

106. *Sec. 4.* The Executive Committee shall have a formal scheduled meeting at least once a year at a time and place to be determined by the Executive Committee. Additional meetings may be called by the Grand Regent, with the approval of the Executive Committee, at any time that circumstances warrant such a meeting. The Grand Regent, with the approval of the Executive Committee, may also invite any Member to attend whose presence is necessary to the work of the Committee.

107. *Sec. 5.* A quorum for any meeting of the Executive Committee shall consist of not less than five (5) members with votes.

108. *Sec. 6.* The Executive Committee shall be responsible to the Grand Council in all of its actions and rulings, and hence any action taken by the said Committee may be reversed at a subsequent meeting of the Grand Council.

109. *Sec. 7.* The Legislative Committee shall be composed of five (5) members. At minimum, one (1) member shall be appointed from the Collegiate Members of the Fraternity and one (1) member shall be appointed from the Graduate Members of the Fraternity.

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110. *Sec. 8.* The Legislative Committee shall examine Local Chapter and Province Ordinances to the Uniform Chapter and Province By-Laws to assure that they are consistent with superior enactments of the Fraternity. However, such Local Ordinances shall be deemed in force at the time of adoption unless rejected within ninety (90) days of submission, or other belaying mechanisms are invoked, as may be stipulated in the Uniform Chapter or Province By-Laws.

111. *Sec. 9.* As further duties of the Legislative Committee, it shall direct its particular attention to the common and general ordinances and laws of the Fraternity with the view of recommending for amendment such features as require it. All proposed amendments to the Constitution and By-Laws shall be filed in writing with this Committee before they are acted upon by the Grand Council or the Chapters.

112. *Sec. 10.* The Frank H. Eby Award Committee shall supervise the operations of the Frank H. Eby Award Fund. The Executive Director, three (3) past recipients of the Frank H. Eby Award, and other Members as appointed by the Grand Regent shall be members of this committee.

113. *Sec. 11.* The Publications Committee shall be in charge of all overall supervision of all Fraternity publications. It may from time-to-time recommend revision of these publications.

114. *Sec. 12.* The Public Relations Committee shall develop Public Relations Programs designed to promote the best interest of the Fraternity. It shall also make positive recommendations designed to improve the image of the Fraternity.

115. *Sec. 13.* The Advisory Committee shall consist of all Past Grand Regents; the Chairman of this Committee shall be elected by the Members of this Committee. Election of the Chairman shall be conducted within thirty (30) days of the adjournment of each Grand Council Convention. Should a vacancy occur in the office of Chairman, the Grand Regent shall immediately appoint a Chairman Pro-tem, who shall conduct an election for the office of Chairman within thirty (30) days of appointment. The Committee may advise the Fraternity on any subject, at its discretion.

116. *Sec. 14.* The Grand Regent will appoint an "A. Richard Bliss, Jr. Grand Council Citation of Appreciation Award" Nomination Committee composed of five (5) members: three (3) past

recipients, the Grand Regent, and the Executive Director. The Committee will present two (2) names to the Executive Committee for consideration of the award four (4) months prior to its presentation.

117. *Sec. 15.* The Executive Committee, standing committees, and special committees are authorized to meet by electronic communication media so long as all members have the ability to participate.

BY-LAW X PROVINCES

118. *Sec. 1.* The Officers of the Province shall be Satrap, Vice Satrap, Secretary-Treasurer (the Office of Secretary-Treasurer may be split into two [2] Offices, to wit: Secretary and Treasurer, if indicated in Uniform Province By-Law XIII, Ordinance 6), Historian, Chaplain, and Province

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Supervisor. These Officers, with the exception of the Province Supervisor, who shall be appointed by the Grand Regent, shall be elected by the Province Assembly from the Province Membership. The Province may elect other Officers deemed necessary.

119. *Sec. 2.* The Grand Regent shall appoint a Supervisor for each Province. The Supervisor's duties shall be to advise and counsel the Province Officers on administrative and other pertinent matters, to insure meetings are held at designated times, and to do whatever necessary to insure the successful continuity of the Province. The Supervisor shall be encouraged to attend meetings of the Province Assembly but shall have no vote in the matters of the Assembly.

120. *Sec. 3.* The Assembly shall meet at least once every two (2) years, alternately with the Convention of the Grand Council. The precise time and place of the meeting shall be decided by the Executive Committee of the Province; additional meetings may be held if the Province so desires. The Province is authorized to meet by electronic communication media so long as all Members have the ability to participate.

121. *Sec. 4.* Each Province shall be granted authority to fix and levy assessments, etc., for the necessary expenses incident to the work of the Province.

122. *Sec. 5.* The Satrap shall preside at the meetings of the Assembly; shall be responsible to and act as the Grand Regent's deputy in all matters of grievance or interpretation of the Law of the Fraternity in the Province; decision of the Satrap may be appealed to the Grand Regent, whose decision in all matters shall be final except as specified in the By-Laws. The Satrap shall perform such other duties as directed by the Grand Regent.

123. *Sec. 6.* In the event of the inability of the Satrap from any cause whatever to perform the duties of the office, they shall be performed by the Vice Satrap of the Province.

124. *Sec. 7.* The duties of the Secretary-Treasurer of the Province, or Secretary and Treasurer of the Province, and the Historian of the Province shall be the usual duties assigned to these Offices

BY-LAW XI
OFFICIAL INSIGNIA, BADGES, ET CETERA

125. *Sec. 1.* The authorized Badge of Kappa Psi Pharmaceutical Fraternity, Incorporated shall be the shape of a rhombus, having black enameled center of like shape though smaller in size; the remaining portion of the surface being of unenameled gold. Upon the black enameled surface shall be a mask, through which the eye and nose appear, the whole figure (of mask, eyes, and nose) being made of gold raised above a black enameled surface. Above the figure shall be the Greek letter "KAPPA" and below the Greek letter "PSI," both being also gold inlaid in the black enameled surface. In the eye sockets and along the gold border surrounding the black enameled surface are set jewels as may be appropriate. The Badge shall be worn on apparel, on the left chest, symbolizing being worn over the heart. The Badge shall not be worn on the coat, tie, or in any other location.

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126. *Sec. 2.* The owner's initials and the Chapter letters shall be engraved upon the reverse side of the Badge.

127. *Sec. 3.* The Fraternity positively forbids the loan of the Fraternity Badge to any person not a member of this Order, and furthermore, it strongly discourages and vigorously protests against the promiscuous lending of Badges to anyone.

128. *Sec. 4.* Should a Member be expelled from the Fraternity, the Badge must be recovered by the former Chapter upon making the proper payment of the same, since it belongs to the individual only so long as he remains a Member of the Order.

129. *Sec. 5.* The Sweetheart Pin shall be the shape of a rhombus, having a black enameled center of like shape though smaller in size; the remaining portion of its surface being occupied by enameled gold. Upon the black enameled surface shall be a mask, through which two (2) heart shaped eyes of gold and raised above the black enameled surface. The heart shaped eyes are accented by red enamel. Above the figure shall be the Greek letter "KAPPA" and below shall be the Greek letter "PSI," both being gold inlaid in the black enameled surface. Along the gold border surrounding the black enameled surface shall be set twenty (20) close set pearls.

130. *Sec. 6.* The authorized Pledge Button shall be circular in shape, one half (1/2) inch in diameter, enameled black, with an inlaid gold mask in the middle portion of the black field.

131. *Sec. 7.* The Recognition Button shall consist of a mask superimposed on a winged staff with an entwined serpent, and shall be gold plated and of such size as the Grand Council determines.

132. *Sec. 8.* The Henry J. Goeckel Grand Council Scholarship Key shall be gold-plated and properly engraved with the appropriate date concerning the Members to whom it is awarded. It shall be of such design and size as the Grand Council determines. After certification by the Dean

or Director of the College of Pharmacy, the Grand Council shall award annually such a key to each Kappa Psi Member who graduates with First Honors or who stands highest in scholarship in the entire class of graduates. A Grand Council Scholarship Certificate of such design as shall be approved by the Grand Council shall accompany each Scholarship Key. The expense of furnishing such scholarship awards shall be borne by the Grand Treasury.

133. *Sec. 9.* The Kappa Psi Lapel letters shall be in the form of monograms bearing the Greek letter “KAPPA” and “PSI” and shall be in the form and shape and size as determined by the Grand Council.

134. *Sec. 10.* The Insignia consists of important symbolic emblems of the Fraternity. In the center is a shield bearing a wreath which partly encloses a left hand showing on its back the numerals “99.” Above the shield is a rayed all-seeing eye. On either side stands a Greek soldier, helmeted, and armed, bearing a spear in one hand while supporting the shield at the top with the other hand. The feet of the soldier rests on a fancy scroll which is borne on a cloud formation. The Scroll contains Greek words. Appearing directly below the scroll is a replica of the Badge of the Fraternity.

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135. *Sec. 11.* The Coat of Arms of Kappa Psi Pharmaceutical Fraternity, Incorporated shall be of such size, shape and color as determined by the Grand Council. It is an esoteric property of the Fraternity and may be displayed publicly as emblematic of the Fraternity. It shall be affixed to all Certificates and Charters of the Fraternity in a style, size and manner as determined by the Grand Council. The Coat of Arms may be affixed to novelties of paper, cloth, or other material or stationery. Although permission of The Central Office to affix the Coat of Arms to such items is not necessary, the Chapter must make certain that the purchase of such items is from a supplier providing reproductions of the quality demanded by Kappa Psi Pharmaceutical Fraternity, Incorporated. The Official Embroidered cloth Coat of Arms shall be a design approved by the Grand Council and shall be purchased only from The Central Office. Mounting of the Coat of Arms on jewelry items may be authorized by The Grand Council. Purchase of any jewelry mounted with the Coat of Arms, except from the Official Jeweler, is prohibited. The mounting of the Coat of Arms by the Official Jeweler on the following items is authorized: rings, tie bars and tie tacks, cuff links, medallions, lapel pins, key chains, identification bracelets and watch bands. The Official Coat of Arms Decalcomania shall be available from The Central Office and purchase from any other source is prohibited.

136. *Sec. 12.* The plates of the Insignia and Coat of Arms of the Fraternity shall be deposited with a company selected by the Grand Council. Imprints shall be made from these plates only upon the order of the Grand Council or its proper representative.

137. *Sec. 13.* Plaques of hardwood mounted with the Insignia and with the Coat of Arms of Kappa Psi in bronze, and of such size and shape as designated by the Grand Council, shall be possessed by each Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated. The plaques shall be used in the Ritual of Initiation.

138. *Sec. 14.* The Official Flag or Pennant shall be of a form and shape as approved by the Grand Council and shall be made of the official colors of the Fraternity.

139. *Sec. 15.* The colors of the Fraternity shall be Scarlet and Cadet Gray.

140. *Sec. 16.* The Flower of the Fraternity shall be the Red Carnation.

BY-LAW XII PUBLICATIONS

141. *Sec. 1.* The Official Governing Document of Kappa Psi Pharmaceutical Fraternity, Incorporated shall be known as THE CONSTITUTION, BY-LAWS AND UNIFORM BY LAWS, and shall contain the following: Constitution and By-Laws, Uniform Collegiate Chapter By-Laws, Uniform Graduate Chapter By-Laws, Uniform Province By-Laws, Rules of Parliamentary Procedure, and an Index.

142. *Sec. 2.* A copy of THE CONSTITUTION, BY-LAWS AND UNIFORM BY-LAWS, shall be presented by the Chapter to each new Member at the time of initiation. Further, a copy of the local Ordinances of the Chapter shall be presented at the same time.

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143. *Sec. 3.* A copy of THE CONSTITUTION, BY-LAWS AND UNIFORM BY-LAWS, and (the appropriate) Chapter/Province Local Ordinances shall be present and available in the custody of the Presiding Officer at all Chapter Meetings and Province Assemblies.

144. *Sec. 4.* The Official Journal of Kappa Psi shall be known as *THE MASK*. It shall be issued quarterly in the interests of, and for the convenience of the Members of the Order. The said journal shall be devoted to Chapter correspondence, to the expression of such thoughts, and to the exhibition of such matters as will redound to the progress and advancements of this Fraternity and Pharmaceutical Science in all branches.

145. *Sec. 5.* The Publications of *THE MASK* shall be under the management of the Editor of *THE MASK*, who shall be appointed for a term and at an honorarium determined by the Executive Committee and shall be responsible to the Grand Council for the publication at stated intervals.

146. *Sec. 6.* *THE MASK* shall be published at the expense of the Fraternity.

147. *Sec. 7.* The Executive Director shall be required to keep on file all numbers of the journal for the purpose of reference in future interests.

148. *Sec. 8.* Each Member of the Fraternity is entitled to receive *THE MASK* as part of the dues.

149. *Sec. 9.* THE HANDBOOK of Kappa Psi Pharmaceutical Fraternity, Incorporated shall contain information for the use of Members and prospective Members and shall be under the

publication management of the Executive Director. THE HANDBOOK shall be edited and/or revised by the Publications Committee.

150. *Sec. 10.* THE AGORA shall be issued at the discretion of the Executive Committee or two thirds (2/3) vote of the Grand Council. It shall contain the names and may contain the home addresses of the Members of the Fraternity up to the date of issue; the name of all Chapter Officers; the names and permanent address of all Grand Officers and Grand Committees; the names of all past Grand Regents and Grand Officers; the past convention meeting places and any other matter that may appropriately occupy a place in the directory to aid the publication in serving as a source of information for the use of the Members of Kappa Psi Pharmaceutical Fraternity, Incorporated.

151. *Sec. 11.* THE AGORA and its supplements shall be esoteric publications issued to and for the use of the Members of Kappa Psi Pharmaceutical Fraternity, Incorporated.

152. *Sec. 12.* The Executive Director shall edit the publications of THE AGORA at the expense of the Grand Council.

153. *Sec. 13.* Members, Chapters, and Provinces may purchase a copy of THE AGORA, upon publication, at a price dependent on the cost of publication to be set by the Executive Committee of the Grand Council.

154. *Sec. 14.* THE POLICY AND PROCEDURE MANUAL shall be a management tool for use by the Collegiate Chapter and the Grand Council Deputy. It shall contain information to aid the

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Chapter in adhering to the policies and procedures of the Fraternity and shall be under the publication management of the Executive Director.

155. *Sec. 15.* THE POLICY AND PROCEDURE MANUAL shall be posted on the International Webpage to allow for simplified updating and shall be edited and/or revised by the Executive Committee.

156. *Sec. 16.* The Fraternity shall utilize the domain www.kappapsi.org as its official webpage. This webpage shall be under the management of the Webmaster, who shall be appointed for a term and at a honorarium determined by the Executive Committee and shall be responsible to the Grand Council for the website on a continual basis.

BY-LAW XIII AWARDS, AND HONORS, HONORARY OR SERVICE

157. *Sec. 1.* The Central Office shall issue to each Member eligible for membership in “THE ROBERT A. MAGARIAN – ORDER OF THE SILVER MORTAR” a certificate of such design as approved by the Grand Council. The cost of such Certificate shall be assumed by the Fraternity.

158. *Sec. 2.* THE ROBERT A. MAGARIAN – ORDER OF THE SILVER MORTAR shall not elect officers, nor is privilege granted not otherwise provided in the Constitution and By-Laws of Kappa Psi Pharmaceutical Fraternity, Incorporated.

159. *Sec. 3.* The Central Office shall issue to each Member eligible for membership in “THE F. HARVEY SMITH – ORDER OF THE RUBY MORTAR” a certificate of such design as approved by the Grand Council. The cost of such Certificate shall be assumed by the Fraternity.

160. *Sec. 4.* THE F. HARVEY SMITH – ORDER OF THE RUBY MORTAR shall not elect officers, nor is privilege granted not otherwise provided in the Constitution and By-Laws of Kappa Psi Pharmaceutical Fraternity, Incorporated.

161. *Sec. 5.* The Central Office shall issue to each Member eligible for membership in “THE PRESTON W. ELDRIDGE, JR – ORDER OF THE GOLDEN MORTAR” a certificate of such design as approved by the Grand Council. The cost of such Certificate shall be assumed by the Fraternity.

162. *Sec. 6.* THE PRESTON W. ELDRIDGE, JR – ORDER OF THE GOLDEN MORTAR shall not elect officers, nor is privilege granted not otherwise provided in the Constitution and By-Laws of Kappa Psi Pharmaceutical Fraternity, Incorporated.

163. *Sec. 7.* The Central Office shall issue to each Member eligible for membership in “THE DEWEY D. GARNER – ORDER OF THE DIAMOND MORTAR” a certificate of such design as approved by the Grand Council. The cost of such Certificate shall be assumed by the Fraternity.

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164. *Sec. 8.* THE DEWEY D. GARNER – ORDER OF THE DIAMOND MORTAR shall not elect officers, nor is privilege granted not otherwise provided in the Constitution and By-Laws of Kappa Psi Pharmaceutical Fraternity, Incorporated.

165. *Sec. 9.* The Central Office shall issue to each Member eligible for membership in “THE NORMAN A. CAMPBELL – ORDER OF THE PLATINUM MORTAR” a certificate of such design as approved by the Grand Council. The cost of such Certificate shall be assumed by the Fraternity.

166. *Sec. 10.* THE NORMAN A. CAMPBELL – ORDER OF THE PLATINUM MORTAR shall not elect officers, nor is privilege granted not otherwise provided in the Constitution and By-Laws of Kappa Psi Pharmaceutical Fraternity, Incorporated.

167. *Sec. 11.* Election to the SERVICE ORDER for a non-member may be made by any Collegiate or Graduate Chapter. Qualifications for such elections shall be established by the

Chapter making such election.

168. *Sec. 12.* Notice of Election to the SERVICE ORDER shall be given to The Central Office by the Chapter making such election. Upon receiving proper notice of election, The Central Office shall issue a Certificate and jewelry emblem both of a design approved by the Grand Council. The cost of each Certificate and emblem shall be the responsibility of the Chapter making such election. The Certificate and emblem may not be issued until the appropriate fees have been paid to The Central Office.

169. *Sec. 13.* There shall be available an "F. HARVEY SMITH GRAND REGENT'S LETTER OF RECOGNITION" which may be requested by any Member, Chapter or Province as a form of recognition for Members of the Fraternity for distinctive service and/or dedication.

170. *Sec. 14.* There shall be available a Kappa Psi Pharmaceutical Fraternity, Incorporated, "W. BRUCE PHILLIPS CERTIFICATE OF COMMENDATION" (formerly known as the Certificate of Appreciation) which may be requested by any Chapter or Province in recognition of important or conspicuous service or achievement by a Member in the interest of the Fraternity or Profession. This Certificate shall be issued at the discretion of the Grand Regent.

171. *Sec. 15.* There shall be available a Kappa Psi Pharmaceutical Fraternity, Incorporated, "A. RICHARD BLISS, JR. GRAND COUNCIL CITATION OF APPRECIATION AWARD" which may be requested by any Chapter or Province to be publicly presented as a form of superior recognition for most extraordinary contributions to the Fraternity or Profession by either Members of the Fraternity or non-members. This Certificate shall be issued only at the discretion of the Executive Committee, or the Grand Council, pursuant to the recommendation of the A. Richard Bliss Committee.

172. *Sec. 16.* There shall be available a Kappa Psi Pharmaceutical Fraternity, Incorporated, "HENRY J. GOECKEL GRAND COUNCIL SCHOLARSHIP AWARD" which will be awarded annually to Kappa Psi Brothers who graduate with First Honors or who stand highest in the entire

class of graduates. The cost of the Key and an accompanying Scholarship Certificate shall be assumed by the Fraternity.

173. *Sec. 17.* There shall be available a Kappa Psi Pharmaceutical Fraternity, Incorporated, "NICHOLAS W. FENNY INDUSTRY SCHOLARSHIP AWARD" which will be awarded annually to the Collegiate Chapter which has shown the greatest percentage of improvement in chapter scholastic achievement over the past academic year as determined by calculation criteria set forth by the Chapter Awards Committee and approved by the Executive Committee. The presentation of this award shall be made by the authority of the Executive Committee. The cost of an accompanying Certificate shall be assumed by the Fraternity.

174. *Sec. 18.* There shall be available a "SCHOLARSHIP HONORS CERTIFICATE," which will be awarded to Members who have earned a minimum grade point average of 3.00 or the equivalent of a

“B” average for work done during the periods determined by the Chapter Awards Committee and approved by the Executive Committee. The presentation of this award shall be made by the authority of the Executive Committee. The cost of such certificate shall be assumed by the Fraternity.

175. *Sec. 19.* There shall be available a “FRANK H. EBY SCHOLARSHIP TRAY AWARD” which will be awarded to the Collegiate Chapter with the highest percentage of eligible Brothers earning Scholarship Honors Certificates based on Chapter membership and their school grading system. The calculations are based on a formula designed by the Chapter Awards Committee, and approved by the Executive Committee. The cost of such Tray shall be assumed by the Fraternity.

BY-LAW XIV RULES OF PROCEDURE

176. *Sec. 1.* The rules of procedure governing the conduct of the Grand Council Convention shall be *Robert’s Rules of Order – Newly Revised*.

177. *Sec. 2.* The Grand Regent shall appoint an Official Parliamentarian.

BY-LAW XV AMENDMENTS

178. *Sec. 1.* Proposals to amend any part, or all, of these By-Laws may be made by the Executive Committee, any Chapter, or any Member of the Fraternity, either in session or in adjournment of the Grand Council.

179. *Sec. 2.* In session of the Grand Council, motions to amend shall require a two-thirds (2/3) majority vote of the Grand Council for passage, a quorum being present. No motion to amend, made in session, may be acted upon unless a written or electronic copy of such motion is submitted to the Legislative Committee at least twenty-four (24) hours before it is to be acted upon and also a written or electronic copy is distributed to each Member of the Grand Council prior to the time of voting.

180. *Sec. 3.* A motion to amend made in adjournment, shall be submitted to the Legislative Committee, which will forward it along with its recommendation, to the Executive Committee.

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Upon approval of the Executive Committee, a mail or electronic ballot shall be conducted of all Chapters in good standing. A favorable ballot must be received from a two-thirds (2/3) majority of all Chapters responding within sixty (60) days after mailing or electronic transmission to make the amendment official and approved.

By-Law XVII Local Chapter Ordinances

ORDINANCE 1: TITLE

Section 1: This Chapter shall be known as Xi Chapter, hereinafter referred to as the Chapter, of Kappa Psi Pharmaceutical Fraternity, Incorporated, according to the Charter granted by Alpha Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, hereinafter referred to as the Fraternity, under the date of May 21, 1925.

Section 2: No additions to By-Law I, Sec. 2

ORDINANCE 2: MEMBERSHIP

Section 1: No additions to By-Law II, Sec. 1.

ORDINANCE 3: ELECTION OF MEMBERS

Section 1: Prospective members must be current students of The Ohio State College of Pharmacy having completed at least one academic semester in the Doctor of Pharmacy program and be in good academic standing according to policies and standards of the College of Pharmacy.

Section 2: No additions to By-Law III, Sec. 2.

ORDINANCE 4: OFFICERS AND ORDER OF ELECTION

Section 1: Section 1: The Officers of the Chapter and order of election shall be: Regent, Vice-Regent, Pledge Educator, Recording Secretary, Corresponding Secretary, Treasurer, Assistant Treasurer, Historian, Chaplain, Sergeant-at-Arms, and Grand Council Deputy. All officer candidates, except Grand Council Deputy, must be present to be elected.

ORDINANCE 5: QUALIFICATION, ELECTION AND INSTALLATION OF OFFICERS

Section 1: The nomination and election of Officers shall occur after Spring Break at a date and time set by the Regent and announced at minimum two (2) weeks prior to the opening of nominations. Nominations shall occur two (2) weeks prior to elections. All nominees shall submit a written statement to the Regent to be distributed to the Chapter no later than one (1) week before elections. All nominees may give a one- minute speech on Election Day. Members

may only be nominated on Election Day provided there is only one (1) or no Brothers remaining in the running for any particular office. In order to qualify for election to the position of Regent, the nominated member must have previously held an Officer or Chair position.

Section 2: No additions to By-Law V, Sec. 2.

Section 3: No additions to By-Law V, Sec. 3.

Section 4: Officers-elect shall be installed immediately after the elections during the same meeting.

Section 5: No additions to By-Law V, Sec. 5.

Section 6: No additions to By-Law V, Sec. 6.

Section 7: Any Officer may be removed for misfeasance, malfeasance, and/or nonfeasance by two-thirds (2/3) vote of the Chapter; any Officer so charged is entitled to a trial by the Chapter according to the Procedure of "Discipline" found in the Constitution and By-Laws, By-Law III. The accused shall retain said Office until the charges are tried and sustained; however, if the Regent is accused, the Vice Regent shall conduct the trial.

ORDINANCE 6: DUTIES OF OFFICERS

Section 1: The Regent shall serve as Pharmacy Council Representative, attend all Pharmacy Council meetings held by The Ohio State University College of Pharmacy, and report all pertinent information at each Chapter meeting. In the event that the Regent cannot attend Pharmacy Council meetings, he/she shall appoint another member of the Chapter to attend in his/her place.

Section 2: The Vice Regent shall be responsible for the coordination of all social events of the Chapter, with exception of Fall semester rush events, in addition to overseeing the coordination and the chairs of the chapter's committees.

Section 3: The Secretary shall be responsible for email notification of all members regarding upcoming meetings and all other scheduled events, under the direction of the Regent.

Section 4: No additions to By-Law VI, Sec. 4.

Section 5: The Treasurer shall be responsible for being knowledgeable of and properly utilizing funding provided to the Chapter by The Ohio State University Student Union.

Section 6: The Assistant Treasurer shall assist the current Treasurer in the discharge of their duties. The Assistant Treasurer shall be in charge of coordination of all chapter fundraising events. In the subsequent year, the Assistant Treasurer is to become the Treasurer for the

chapter.

Section 7: The Historian shall serve as Webmaster and be responsible for updating the Chapter website with organizational updates. The Historian shall verify all information in the Chapter Directory on the international Website is current.

Section 8: No additions to By-Law VI, Sec. 8.

Section 9: The Sergeant-at-Arms shall serve as the chairperson in the Grad Relations Committee as well as provide guidance on the Constitution and By-Laws of the Fraternity.

Section 10: No additions to By-Law VI, Sec. 10.

Section 11: No additions to By-Law VI, Sec. 11.

Section 12: No additions to By-Law VI, Sec. 12.

Section 13: No additions to By-Law VI, Sec. 13.

Section 14: The Pledge Educator shall be responsible for the education and examination of all prospective Members regarding knowledge of the Fraternity and Chapter. The responsibilities will also include coordinating rush events and pledge meetings as well as making preparations for the next pledge educator.

ORDINANCE 7: COMMITTEES AND THEIR DUTIES

Section 1: No additions to By-Law VII, Sec. 1.

Section 2: The Chapter may also have the following as standing committees when required; Finance, Auditing, Professional Relations, Interfraternity, Chapter House, Athletic, Fundraising, Philanthropy, and Recruitment.

Section 3: No additions to By-Law VII, Sec. 3.

Section 4: No additions to By-Law VII, Sec. 4.

Section 5: No additions to By-Law VII, Sec. 5.

Sub-Sec. A. No additions to By-Law VII, Sec. 5., Sub-Sec. A.

Sub-Sec. B. No additions to By-Law VII, Sec. 5., Sub-Sec. B.

Sub-Sec. C. No additions to By-Law VII, Sec. 5., Sub-Sec. C.

Sub-Sec. D. No additions to By-Law VII, Sec. 5., Sub-Sec. D.

Sub-Sec. E. No additions to By-Law VII, Sec. 5., Sub-Sec. E.

Sub-Sec. F. No additions to By-Law VII, Sec. 5., Sub-Sec. F.

Sub-Sec. G. No additions to By-Law VII, Sec. 5., Sub-Sec. G.
Sub-Sec. H. No additions to By-Law VII, Sec. 5., Sub-Sec. H.

Sub-Sec. I. No additions to By-Law VII, Sec. 5., Sub-Sec. I.

Sub-Sec. J. No additions to By-Law VII, Sec. 5., Sub-Sec. J.

Sub-Sec. K. No additions to By-Law VII, Sec. 5., Sub-Sec. K.

Sub-Sec. L. No additions to By-Law VII, Sec. 5., Sub-Sec. L.

Sub-Sec. M. No additions to By-Law VII, Sec. 5., Sub-Sec. M.

Sub-Sec. N. -The Recruitment Committee shall assist the Pledge Educator in planning and executing activities related to the recruitment of new members. These duties include, but are not limited to, rush events, promotional materials, and attending The Ohio State University College of Pharmacy Involvement Fair.

Sub-Sec. O.-The Philanthropy Committee shall develop and promote Chapter philanthropic activities on campus or in the local community.

Sub-Sec. P. -The Fundraising Committee shall be responsible for the planning and implementation of activities intended to raise Chapter funds.

Section 6: No additions to By-Law VII, Sec. 6.

Section 7: No additions to By-Law VII, Sec. 7.

ORDINANCE 8: RECORDS

Section 1: No additions to By-law VIII, Sec. 1.

ORDINANCE 9: UNETHICAL CONDUCT

Section 1: No additions to By-Law IX, Sec. 1.

Section 2: No additions to By-Law IX, Sec. 2.

Section 3: The presence of alcoholic beverages is forbidden during Chapter

meetings. ORDINANCE 10: MEETINGS

Section 1: Chapter meetings shall be held every other week during professional hour during the academic calendar year. Determination of the appropriate day of the week will be at the

discretion of the Regent.

Section 2: The Chapter will apply no fines for absences from meetings. All Members must attend at least one Initiation event to attend the Initiation dinner or have an excused absence. Members initiating a Little Brother must attend both events or have excused absences. If a Member initiating a Little Brother cannot attend, the Member must request an alternate as a substitute. Absences must be presented in writing to the Regent at least 24 hours in advance of the event and will be voted upon by the Executive Board.

Section 3: No additions to By-Law X, Sec. 3.

Section 4: No additions to By-Law X, Sec. 4.

ORDINANCE 11: DUES

Section 1: No additions to By-Law X, Sec. 1.

Section 2: Members initiated during their first professional year must pay the Treasurer dues of no less than one hundred fifty dollars (\$150) in their first professional year, one hundred twenty-five dollars (\$125) in their second professional year, and one hundred twenty-five dollars (\$125) in their third professional year.

Members initiated during their second professional year must pay the Treasurer dues of no less than one hundred sixty dollars (\$160) in their second professional year and one hundred forty dollars (\$140) in their third professional year.

Members initiated during their third professional year must pay the Treasurer dues of no less than two hundred dollars (\$200) in their third professional year.

Each Member, regardless of year initiated, will pay the Treasurer dues of no less than zero dollars (\$0.00) in their fourth professional year.

Section 3: No additions to By-Law XI, Sec. 3.

Section 4: Any Member who has not paid the stated dues on or before the last Friday of September; shall be contacted by an Officer and will be placed on probation and may not attend any Chapter events until the dues are paid in full. Failure to make payment within 15 days of contact will result in referral of the matter to the judiciary committee.

Section 5: If any Member has a financial constraint, which will cause them to be unable to pay dues or other money owed to the chapter, the Member must submit a written excuse to both the Regent and Treasurer. The Member must include a specific date that the dues or other money owed to the chapter will be paid in full. Failure to make payment by such date will result in referral of the matter to the judiciary committee.

ORDINANCE 12: SECRECY

Section 1: No additions to By-law XII, Sec. 1.

Section 2: No additions to By-Law XII, Sec. 2.

ORDINANCE 13: RITUAL OF INITIATION

Section 1: No additions to By-law XIII

ORDINANCE 14: QUORUM

Section 1: Students on clinical rotations (APPEs) shall be permitted to vote as part of any required quorum, if in good standing, but their absence will not count against quorum.

ORDINANCE 15: PARLIAMENTARY PROCEDURES

Section 1: No additions to By-law XV

ORDINANCE 16: AMENDMENTS (LOCAL CHAPTER ORDINANCES)

Section 1: No additions to By-law XVI, Sec. 1.

Section 2: No additions to By-Law XVI, Sec. 2.

Section 3: No additions to By-Law XVI, Sec. 3.

Section 4: No additions to By-Law XVI, Sec. 4.

ORDINANCE 17: NON-DISCRIMINATION AND SEXUAL MISCONDUCT POLICY

Section 1: This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, and admission.

As a student organization at The Ohio State University, Kappa Psi Pharmaceutical Fraternity expects its members to conduct themselves in a manner that maintains an environment free from

sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: <https://hr.osu.edu/public/documents/policy/policy115.pdf>. If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Adopted by Xi Chapter on November 4th, 2023.

Reviewed and approved by the Legislative Committee: November 4th, 2023.