**BYLAWS of *(Theta Alpha)* CHAPTER**

Adopted: ***May 1992***

Revised: October 1997; October 1998; February 1999; June 2000; February 2002; November 2002; April 2003; December 2003; November 2004; January 2005; October 2005; December 2006; March 2008; November 2008; December 2009; February 2011; January 2013; November 11, 2013; October 25, 2014; November 13, 2016; August 2019; October 2020; November 2022; March 13, 2024

Amended: ***January 2020***

**ARTICLE I – NAME**

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

**ARTICLE II - GENERAL PROVISIONS**

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

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

CPM – Chapter Procedures Manual

GPA – Grade Point Average

LCPM – Local Chapter Procedures Manual

MIT – Member in Training

SAI – Sigma Alpha Iota

Section 3. Purpose of Sigma Alpha Iota. TO UPHOLD the highest standards of music. TO FURTHER the development of music in America and throughout the world. TO GIVE inspiration and encouragement to members. TO ORGANIZE the cultural life of Sigma Alpha Iota members as a contributing factor to their educational growth.

**ARTICLE III – MEMBERSHIP**

Section 1. Eligibility Requirements for Student Membership.

A. Membership is open to any regularly matriculated woman student who has completed at least one academic semester of study at The Ohio State University.

1. This is inclusive of cisgender and transgender women as well as non-binary and gender nonconforming students who do not identify as male.

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

C. A prospective MIT must have completed or be currently enrolled in one or more courses in music.

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

Section 2. Title IX Status and Statement Against Discrimination.

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

Section 3. Financial Obligations of Membership.

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

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

Section 4. Voting Privileges of Membership.

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

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

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

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

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

Section 5. Alumnae Member Status. Members are granted alumnae status upon graduation, termination of studies, or special request and are encouraged to join the SAI Alumnae Association and to affiliate with a local alumnae chapter.

**ARTICLE IV – MEMBER-IN-TRAINING**

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

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

A. Service as a sponsor shall be voluntary.

B. Sponsors are responsible for assisting and advising the MIT, ensuring that they fulfill the requirements for initiation into the Fraternity and preparing them to meet the responsibilities and expectations of membership.

Section 3. Requirements for Initiation. To be initiated into the Fraternity, a MIT must:

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

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

C. Pass the National Membership Examination.

D. Fulfill the requirements of the National and Chapter MIT program.

Section 4. Fees.

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

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

C. MITs who fail to meet the financial obligations of membership cannot be initiated.

Section 5. Statement Against Hazing.

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

**ARTICLE V – OFFICERS**

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

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

Section 3. Term Length of Offices.

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

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

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

**ARTICLE VI - NOMINATIONS AND ELECTIONS**

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

A. Be current in the payment of dues and fees.

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

C. Maintain the minimum GPA required by local school regulations for active participation in extra-curricular activities and/or to hold office.

D.Local requirements for election:

​a. It is recommended that a nominee for President; Vice President, Membership; and Vice President, Ritual have been a member of the chapter for at least one semester.

​b. It is recommended that a nominee for President has served as an elected officer.

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

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

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

**ARTICLE VII - EXECUTIVE BOARD**

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

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

Section 3. Meetings.

A. The executive board should meet before each Formal Business Meeting in accordance with the CPM.

B. The executive board should meet five times each year with the advisory committee in accordance with the CPM.

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

**ARTICLE VIII – MEETINGS**

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

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

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

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

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

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

**ARTICLE IX – COMMITTEES**

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

A. Standing committees of the chapter include: Fundraising, Membership, Service, PGR, Honors, and Fraternity Education (Fr.Ed.)

B. The chapter president shall appoint committee chairmen.

C. Members will be asked to submit their requests to the President for committee preference. Each member must participate in at least one committee during each fraternity year.

D.Committee size is dictated by chapter size or as needed. Members may serve on more than one committee. Committees may be headed by one chairman, or two co-chairmen, depending on the chapter size or as needed.

E. Duties of the committees are as listed in the CPM or in the chapter’s LCPM.

F. The term of office for committee chairmen is 1 year per the CPM.

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

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

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

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

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

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

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

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

**ARTICLE XI - HONORS AND AWARDS**

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

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

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

**ARTICLE XII-PARLIAMENTARY AUTHORITY**

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

**ARTICLE XIII - AMENDMENT OF BYLAWS**

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