

# **Phi Mu Alpha Sinfonia - Beta Xi Chapter**

## **Student Organization Constitution**

### **ARTICLE I. NAME OF ORGANIZATION**

The Chapter Of Phi Mu Alpha Sinfonia Fraternity Of America At The Ohio State University In Columbus, Ohio Is Known As The Beta Xi Chapter.

### **ARTICLE II. ORGANIZATION PURPOSE**

The Object of this Fraternity shall be for the development of the best and truest fraternal spirit; the mutual welfare and brotherhood of musical students; the advancement of music in America, and a loyalty to the Alma Mater.

### **ARTICLE III. UNIVERSITY REGULATIONS**

#### **Section A. Harassment and Discrimination, including Sexual Misconduct**

Phi Mu Alpha Sinfonia *agrees that it will not engage in sexual misconduct nor any harassment or 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 the Student Organization Registration Guidelines.*

#### **Section B. Hazing**

Phi Mu Alpha Sinfonia *agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.*

#### **Section C. Bylaws**

Phi Mu Alpha Sinfonia *retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

## **ARTICLE IV. MEMBERSHIP**

### **Section A. Membership Eligibility**

Any male (or male identifying student) related to The Ohio State University, faculty, or staff member is eligible for any class of membership in the Beta Xi Chapter of Phi Mu Alpha Sinfonia if they are at least eighteen years of age and, by musicianly qualifications and passions, can help the Chapter fulfill the Fraternity's Object outlined in the Purpose Statement of this document. This help can come in either of two forms. Those seeking membership must either seek to adopt music as their lifelong profession, or work to advance music in America. Our membership selection in Phi Mu Alpha Sinfonia Fraternity, as permitted lawful under 20 U.S.C. 1681(a)(6)(A) and as made doubly certain via letter of exemption from Title IX provided by the United States Department of Education received December 21, 1983, is entirely restricted to males. Students seeking membership in Phi Mu Alpha at The Ohio State University are eligible for membership if and only if they meet at least 2.5 GPA, which is the minimum academic performance standard set by The Ohio State University to be part of a student organization. Students in their first term, as well as members majoring outside of music are eligible for membership. However, any man who has been expelled by any chapter of the Fraternity is not eligible to seek membership in Phi Mu Alpha Sinfonia Fraternity.

### **Section B. Member Selection**

In order to be considered for membership, each potential member must attend interview night. At interview night they are asked numerous questions about brotherhood and leadership. After interview night, the members review each potential members responses and discusses if they would like to extend a bid to them. After discussion, all active members of the in good standing vote on whether or not to extend a bid to each canidate. To receive a bid the chapter must vote to approve the bid in a simple majority. After the vote, each canidate either recieves a bid or a letter explaining why they did not receive a bid. Should a canidate accept their bid, they are now considered a probationary member.

Probationary Members complete a PM program before being elected to collegiate membership, which includes passing the most current revision of the national examination with 100% accuracy. Correct content and spelling is considered 100%. Members are not required to have the same punctuation as the study materials provided by Nationals. A PM may have unlimited attempts on the examination in order to achieve 100% accuracy. The Beta Xi chapter may not require an entire probationary class to repeat the examination due to the errors of an individual PM. The questions are not to be altered or deleted from the national examination by the Beta Xi chapter. The results of the national examination are reviewed and certified by the Faculty Advisor who will sign the initiation report.

Before election to collegiate membership, a PM pays an initiation fee of \$100.00 plus a materials fee which covers, at cost, his membership certificate, membership card, songbook, governing

documents, and official membership pin. A member may purchase an upgraded official membership pin for an additional fee.

### **Section C. Membership Timeline**

The membership process typically begins within the first 4 weeks of the fall and spring semester. Members who accept their bids will attend the First Degree Night to start the process. First degree typically takes place within a week of accepting bids. After this, probationary members will have 1 lesson every week for 9 weeks, with a degree night about every 2 weeks. There are 5 degree nights in total, with full membership being given after the last one. This process typically takes most of the semester with the last degree night being in December or April.

### **Section D. Member Removal**

In accordance with Title III, Article VIII, Section One of the National Constitution and Bylaws (2022), the Beta Xi Chapter retains the right to expel any collegiate member for conduct which has been deemed harmful to the Fraternity by the chapter-at-large.

Reasons for suspension, as per the National Constitution and Bylaws (2022) include:

- A. failure to pay a chapter financial obligation;
- B. failure to meet the minimum academic performance standards for successful continuation as a student in good standing as defined by his chapter's sheltering institution;
- C. persistent unexcused absences from chapter meetings;
- D. disregard for chapter welfare; and
- E. other reasonable causes.

After an affirmative vote by the super majority of Active Brothers in good standing, the Beta Xi Chapter must move forward with the Disciplinary Process effective immediately. In accordance with Title III, Article VIII, Section Two of the National Constitution and Bylaws (2022), The Beta Xi chapter will provide at least one week's notice to any member being considered for suspension or expulsion. This notice is provided in writing, and includes their right to an interview with the Chapter Executive Committee and the Faculty Advisor. This right may be waived by the member up for suspension or expulsion. The written notification states the reasons for the proposed action, the time and place of the proposed interviews, and the member's right of appeal to the National Executive Committee.

After any one of the below-mentioned circumstances becomes true, a vote will be held by the Chapter-at-Large.

The member being considered for suspension or expulsion has either:

- A. waived their right to interviews;
- B. not replied within 14 days; or
- C. has confirmed with the Beta Xi Chapter or its Faculty Advisor(s) their decision to move forward with suspension or expulsion.

Upon appearing at an interview, the member being considered for suspension or expulsion may plead their case to remain a member in good standing with the Fraternity. A vote of three-fourths of present and voting members in good standing is required to place a member on suspension or expel him from the Beta Xi Chapter. This vote must take place in the next general body meeting of the Beta Xi Chapter after the interview.

In accordance with the National Constitution and Bylaws (2022), when the Beta Xi Chapter expels or a member is automatically expelled, that member receives written notification of this action immediately. The Secretary, through the chapter President, reports any expulsions, automatic or otherwise, to National Headquarters within 30 days of the action. Enforced by the Beta Xi Chapter, expelled members must surrender all emblems and insignia of membership to the chapter. The Chapter is responsible for forwarding all materials required to be surrendered to the National Headquarters.

## **ARTICLE V. ADVISOR**

### **Section A. Advisor Duties and Responsibilities**

The Faculty Advisor acts in an advisory role, and is a liaison between the chapter and the local college authorities. He may hold collegiate membership in the chapter, in which case he has all privileges and assumes all obligations, including financial obligations, of collegiate membership. Should he keep or elect alumni membership, he may not vote, nor is he responsible for per capita tax or local dues. The Faculty Advisor certifies the content of chapter reports and the results of the national examination with his signature.

### **Section B. Advisor Term**

The Faculty Advisor serves for one year at a time, with the opportunity to be reappointed pending approval from the chapter.

### **Section C. Advisor Selection**

A person is only eligible for the position of faculty advisor if they are a faculty or staff member of the chapter's sheltering institution and are a member or former member of the organization. Potential faculty advisor candidates will be contacted by the chapter's executive board. If the candidate is interested, they will join the ballot and be voted on in the next election. Faculty advisors are elected during the yearly chapter officer election. The process for a faculty advisor election follows the same process as chapter officers as listed in Article V Section C. In this vote, all active members in good standing may vote on the approval of a faculty advisor. To approve a faculty advisor, a 2/3 majority is required.

#### **Section D. Advisor Replacement**

In the event that the Faculty Advisor needs to be replaced, the executive board will reach out to faculty members, who are former members of the organization and determine their interest in being faculty advisor. If they are interested, the chapter will hold a vote on approval of the advisor.

The process for a faculty advisor replacement follows the same process as chapter officers elections as listed in Article V Section C. In this vote, all active members in good standing may vote on the replacement of a faculty advisor. To approve a replacement faculty advisor, a 2/3 majority is required.

### **ARTICLE VI. ORGANIZATION LEADERSHIP**

#### **Section A. Officer Positions**

President - The President presides at chapter meetings, guides the conduct of the affairs of the chapter, and performs other duties the chapter specifies. He acts for the chapter in all matters affecting the national organization and approves all correspondence between the chapter and the national officers. With the chapter Secretary, he prepares the chapter report twice each year. He sees that the chapter report, with the required convention tax, any additional liability insurance fees assessed by the NEC, and all per capita taxes and late fees collected by the chapter from its members, is submitted to the National Headquarters at the proper time. The President, or his designee, is responsible for delivering formal invitations to membership to men elected to membership and filing initiation reports with the National Headquarters.

Vice President - The Vice President, in the absence or incapacity of the President, performs the duties of the President, and performs other duties as the chapter specifies. The same person may hold the offices of Vice President and Fraternity Education Officer.

Secretary - The Secretary, through the chapter President, keeps the National Staff informed of the status of collegiate members, and of the chapter elections, programs, and all other official functions. He keeps the minutes of chapter meetings and an accurate list of members of the chapter, and

performs other duties as the chapter specifies. The same person may hold the offices of chapter Secretary and chapter Treasurer.

**Treasurer** - The Treasurer receives and pays out chapter funds and is personally responsible for all Fraternity funds in his possession. Twice each school year, he sends to the chapter President a statement of the chapter finances, and provides information about chapter finances when asked by the chapter President or the National Staff. He sends complete financial statements to the Faculty Advisor. He collects and, through the chapter President, submits to the National Headquarters all taxes and dues. He deposits, in an approved bank or with the right school officer, the funds of the chapter, and he pays, or causes to be paid, all claims against the chapter with the approval of the Chapter Executive Committee. He performs other duties as the chapter specifies. The same person may hold the offices of chapter Secretary and chapter Treasurer.

**Fraternity Education Officer** - The Fraternity Education Officer is chiefly responsible for developing Fraternity education programs. These include programs for chapter members designed to advance the Object of the Fraternity, as well as a probationary membership program designed to develop responsible and mature chapter members through productive and cooperative activities. The same person may hold the offices of Vice President and Fraternity Education Officer.

**Alumni Relations Officer** - The Alumni Relations Officer compiles and keeps a list of names and addresses of all former members of the chapter and of other alumni Sinfonians in the area. He notifies the National Headquarters of changes in the addresses, as well as chapters or associations in other localities of his own chapter's alumni moving into their geographic areas. He is responsible for creating and distributing an annual alumni newsletter. He helps in coordinating chapter alumni functions, and informs and invites local and chapter alumni to chapter events. He is a liaison between the chapter and any alumni associations in his locality. He performs other local duties as his chapter may designate but may not hold another chapter office.

**Warden** - The Warden guards the door at chapter meetings and manages the circulation of Initiation Ritual scripts. He is personally responsible for the ballot box and the chapter ritual equipment. He performs other duties as the chapter specifies.

**Historian** - Through the chapter President, the Historian of the chapter helps the National Staff in preparing all national publications by making prompt and full reports of all local news and other facts which the Fraternity seeks, and performs other duties as the chapter specifies.

## **Section B. Officer Eligibility**

A chapter officer must be in good standing and must remain in good standing to keep office. All officers except the Alumni Relations Officer and Faculty Advisor, who may be alumni members, must be collegiate members and must remain collegiate members to keep office. The chapter President, Vice President, and Fraternity Education Officer must have been initiated at least one year before their election. All other officers except the Faculty Advisor must have been initiated at least 120 days before their election.

## **Section C. Officer Selection Process**

At least one week before elections, the nomination process will occur. Potential officers are nominated via motion by any other member in good standing. After that motion is seconded by another member other than the nominee and nominator, that member is entered into the pool of nominees for the position they were nominated for. If the motion is not seconded, the member will not receive the nomination.

Each member nominated for President, Vice President, and Fraternity Education Officer must submit a letter of intent to the chapter President, or his designee if he himself is running for a position. Members nominated for other positions are not required to submit a letter of intent but are recommended to do so.

Chapter officers are elected prior to the last regularly scheduled chapter meeting of the fall semester. In the event that an officer cannot fulfill their full, academic year term for any reason, an additional election may be held at the last regularly scheduled chapter meeting of the spring semester. Elections follow the given structure below:

Phase 1: Each candidate is given two minutes to discuss his platform as well as two minutes' worth of questions. Additional time may be granted with a proper motion to extend the debate. A person will be granted extra time by majority vote of all members present in good standing.

Phase 2: Once each candidate has used their time to discuss their platform and answered questions, an official vote is held. Upon the event of a tie, candidates may further elaborate upon their platforms as well as answer any additional questions. Additional votes are held until a majority vote has been reached.

## **Section D. Officer Removal**

A chapter may remove an elected officer from office for due cause. At a regularly scheduled meeting, a collegiate member in good standing must give notice that he will make a motion to remove an officer at the next meeting. The chapter must inform the officer of the action immediately. The officer may respond to allegations against him. A majority of the members in good standing who are present and voting may remove an officer.

## **ARTICLE VII. ORGANIZATION DISSOLUTION**

### **Section A. Dissolution Requirements**

The chapter may be considered for dissolution if it does not have enough members to run the executive board (3).

### **Section B. Dissolution Procedures, including Assets and Debts**

Assets transferred to the Fraternity shall be returned to said organization if they are then an exempt organization under Sections 501(c)(3), 170(c), or 501(c)(7) of the code or corresponding provisions of any United States Internal Revenue law. All other assets shall be distributed in the following manner:

- A. To the Sinfonia Educational Foundation;
- B. To any other local, regional or national 501(c)(7) fraternal organization with a mission similar to that of the Fraternity;
- C. To a nonprofit fund, foundation, or corporation which is organized as a 501(c)(3) corporation and operated exclusively for charitable, educational, religious and/or scientific purposes and which agrees to administer the assets of this Corporation in accordance with its goals and purposes.

All debts of the chapter must be resolved before dissolution of the chapter may happen. This will be done with the remaining funds of the chapter account and personal funds of remaining members.

## **ARTICLE VIII. CONSTITUTIONAL AMENDMENTS**

### **Section A. Amendment Process**

Proposed amendments to these bylaws must be presented to a General Body Meeting. Upon the next meeting of the Beta Xi Chapter, a vote on the aforementioned amendment to these Bylaws must be carried. Amendments are passed by a two-thirds affirmative vote by present Brothers that are also in good standing with both the Beta Xi Chapter and Sinfonia.