

Constitution of the Mu Eta Chapter of Sigma Alpha Mu Fraternity

■ Division I: Name and Purpose

○ Article 1: Name

- The name of this social fraternity shall be: Mu Eta Chapter of Sigma Alpha Mu.

○ Article 2: Purpose

- The purpose of these bylaws is to govern the affairs of Mu Eta Chapter in accordance with the rules of the Blue Book, and to provide regulations for the proper functioning of the Mu Eta Chapter.

○ Article 3: Conflicts

- In event of conflict between these by-laws and the Blue Book, the Blue Book shall stand supreme.

■ Division II: Definitions

- The following are terms for these bylaws and will be defined as the following:

- **Candidate** - A person that is going through Candidate Education.
- **Chapter Bad Standing** – Temporarily not allowed at any Fraternity function until cleared by council.
- **Committee** - A number of people, to be determined by council or specific chairman, to assist said chairman in maintaining and organizing such duties as described in Division IV, Article 3, Section C (Organization, Chairmen, Chairmen and Committee Responsibilities).
- **Consequence** - A stipulated punishment as determined by council or Judicial Board.
- **Dues** - A stipulated amount of money owed each term by every member.
- **Fine** - A type of Consequence; A stipulated amount of money or probation as determined by Council or Judicial Board.



- **Full-time student** - A student who is taking no less than the minimum number of term credits as defined by Drexel University to qualify as a full-time student.
- **Good Standing** - Not in bad standing, as per Division III, Article 5 (Membership, Bad Standing), and active as per Division III, Article 3 (Membership, Active).
- **Mandatory** - Any event or meeting that must be attended. Not attending will result in a consequence.
- **Obligations** - Paying all dues. Attending all mandatory events. Following all Constitutional Laws and Council Mandates.
- **Proper Attire** - Determined for Chapter Meetings as per Division V, Article 1, Section E, Subsection B (Meetings, Chapter Meetings, Chapter Attire, Proper Attire Definition). Proper Attire for all other events shall be determined by Council on a case-by-case basis.
- **Quorum** - Half the active membership in good standing
- **Academic Week** - Days including Monday through Sunday
- **Week** - Days including Sunday through Thursday
- **Weekend** - Friday and Saturday
- **Division III: Membership**
 - **Article 1: National Criteria**
 - Membership in Sigma Alpha Mu - Mu Eta Chapter shall be limited to persons meeting the criteria outlined by the Blue Book as in Division B, Article 1 and 2.
 - **Article 2: Nondiscrimination**
 - Membership in Sigma Alpha Mu shall not be limited to persons based on their race, color, religion, sexual orientation, national origin, age, disability or veteran status.
 - **Article 3: Active**



- **Section A: Definition**

Members shall be considered active members of Mu Eta Chapter for the current term, as long as they:

- a. Are full-time students as defined in Division II (Definitions).
- b. Have gone through Activation and Initiation.
- c. Are not Inactive, as defined in Division III, Article 4 (Membership, Inactive).

- **Article 4: Inactive**

- **Section A: Definition**

An inactive member is a member that takes a leave of absence for personal, financial, or academic reasons.

- **Section B: Becoming Inactive**

A member can become inactive by notifying the Prior and/or Exchequer (by academic week 7 of the current term) that they will be going inactive for the following term.

- **Section C: Rules and Limitations**

The following rules apply to inactive members:

- a. They will not pay dues.
- b. They will not have a vote.
- c. They will not have the ability to attend closed events, unless given permission by Council and then any individual costs associated with the event are paid by the inactive member.
- d. May attend Chapter Meetings and any other meeting at the discretion of the chair of the meeting.
- e. May attend Ceremonies with 24 hours prior notice given to Council.
- f. All inactive brothers are required to pay an \$89 fee for every term in which they are inactive. Failure to pay this



fee will result in an immediate transition to alumni status. Once a brother fully transfers into alumni status he may not be moved back into active status.

g. This fee is required for brothers who go inactive due to:

CO-OP

Study abroad

Academic reasons

Bad standing

Any other reason not explicitly stated in Division 3, Article 4, Section C, Subsection H

h. This fee is voided for:

Freshmen brothers entering their summer term

Active brothers entering inactive status for their first time due to financial circumstances after council review.

○ **Article 5: Bad Standing**

■ **Section A: Definition**

Any member put into bad standing by the chapter must adhere to all provisions set forth by the Blue Book, outlined within Division E, Article 4, Section 1-3 (Blue Book).

■ **Section B: Financial Obligations**

A member can be put into bad standing (as defined in Blue Book, Division E, Article 4, Section 1-4) for not meeting all financial obligations.

■ **Section C: Extreme Circumstances**

Any member accused of any sexual allegations shall be put into immediate Chapter Bad Standing until allegations are cleared by an emergency Council meeting. Council will then call an emergency chapter meeting and address the chapter accordingly. Consequences can include expulsion from the fraternity, in such a case the fraternity will hold a vote at the emergency meeting, and a simple majority is required.



- **Section D: Council Power**

The Council as defined in Division IV, Article 2 shall have the power to put a brother on chapter bad standing by a 3/5 vote.

- **Division IV: Organization**

- **Article 1: Council Election Procedure and Limitations**

- The officers of Sigma Alpha Mu shall be elected from the active members in good standing, as set forth in Division VI, Article 2 (Election Procedures and Removal from Office, Elections). Council officers shall be elected according to the Blue Book, outlined within Division D, Article 2.

- **Article 2: Chapter Council**

- **Section A: Purpose**

Shall uphold the rules governing the fraternity.

- **Section B: Membership**

Members shall be the Prior, Vice Prior, Exchequer, Recorder, and Recruitment VP.

- **Section C: Chairmen Appointment**

Shall be responsible for appointing such chairmen, with input from actives and respective chairmen. Shall act in pursuant to the Blue Book, outlined within Division D, Article 2 and 3.

- **Section D: Council Positions**

- **Subsection A: Prior**

- Prior shall have the following responsibilities:
 - i. Must call for meetings on a weekly basis or at the request of the Executive Council. All official chapter meeting need to be scheduled by formal means of communication at least 24 hours in advanced.



- ii. Shall preside at all Chapter and Council Meetings.
- iii. Shall be member ex-officio of all committees with the right to vote but not held to do so.
- iv. Can vote in Chapter meetings.
- v. Have the power necessary to delegate any Frater to do that which may benefit the Chapter and the fraternity, pursuant to Blue Book.
- vi. Shall be responsible to the Octagon for the welfare and actions of the Chapter, and its adherence to the regulations of Drexel University and the Blue Book.
- vii. Shall preside over all inductions and initiation ceremonies.
- viii. Shall be responsible to communicate to the National SAM Fraternity office.
- ix. Shall attend all IFC meetings or appoint an IFC Representative to do so.
- x. Shall oversee council positions, Sergeant at Arms, and Risk Manager (excluding Judicial Board matters).
 - 1. Shall follow those duties as provided in Division D, Article 2, Section 3 of the Blue Book.
- xi. Shall be a co-signer on all financial accounts.

Subsection B: Vice Prior

- Vice Prior shall have the following responsibilities:
 - i. Shall be the acting Prior in absence of the Prior.
 - ii. Shall supervise all committees.
 - iii. Shall have membership on each committee with the right to vote.



- iv. Shall be the liaison for the committee heads to council.
- v. Shall assist the Prior in carrying out policies and measures.
- vi. Shall collect reports from each committee on a weekly basis.
- vii. Shall have the final decision on purchases \$50 or under; in conjunction with the Exchequer.
- viii. Shall be present at budget finalizations to provide information about any and all committee budget requests.

Subsection C: Exchequer

- Exchequer shall have the following responsibilities:
 - i. Shall collect and keep in trust all funds belonging to the Chapter.
 - ii. Shall co-sign all fraternity checks with the Prior.
 - iii. Shall prepare a budget, the balance of the fraternity for the preceding term, and an explanation for both, on a term basis.
 - iv. Shall maintain and update all fraternity financial books and records.
 - v. Upon request, the balance of the fraternity will be available at any given time.
 - vi. Shall prepare monthly report to the National Headquarters.
 - vii. Shall make any financial book, record, report available to any active Frater who is in good standing.



- viii. Shall be empowered to enforce collection of all debts.
- ix. Shall work with Risk Manager to find discounts relating to proper risk management.
- x. Shall have the final decision on purchases.
- xi. Shall oversee Assistant Exchequer and Fundraising Committee.

Subsection D: Recorder

- Recorder shall have the following responsibilities:
 - i. Must take minutes at every meeting at which the Prior presides, or delegate an assistant to record the minutes at any meeting that the Recorder might not be able to attend.
 - ii. Must make available to council the minutes of the previous chapter meeting 48 hours prior to the next council meeting.
 - iii. Must maintain all fraternity rosters.
 - iv. Must maintain all records pertaining to candidates for affiliation.
 - v. Must insure that proper work of all initiations of candidates completed and corresponds to the standards as prescribed in the Blue Book.
 - vi. Prepare the monthly recorder's report for the National Office.
 - vii. Take roll call at each meeting at which the Prior presides.
 - viii. Shall be responsible of the orderly maintenance of the files with respect to motions passed by the chapter, and its correspondence.



- ix. Shall oversee the Tech Chairman, and Historian.
- x. Shall oversee the completion of the Chapter Achievement Plan.
- xi. Shall oversee the completion of the Chapter Performance Review.

Subsection C: Recruitment VP

- The Recruitment VP will have the following responsibilities:
 - i. Shall oversee a committee composed of Candidate Educator, Hillel Chair, and other committee members.
 - ii. Must work in conjunction with the Chapter Council.
 - iii. Shall investigate every individual proposed and report on him fully to the Chapter to deliberate their future membership.
 - iv. Shall have the power to extend bids to the approved prospects.
 - v. Shall approve all official recruitment documents.
 - vi. Shall be responsible for motivating members and teaching them recruitment strategies.
 - vii. Shall be responsible for meeting and knowing as many potential candidates as possible and encouraging their attendance at all events open to them.
 - viii. Shall make a names list of all potential candidates.

- **Article 3: Chairmen**

- **Section A: Chairmen with Committees**



A chairman/chairmen that lead a committee have the following responsibilities:

- i. All Committee Chairman must attend all Committee Chair Meetings.
- ii. All Chairmen are expected to plan meetings with their committees.
- iii. All Chairmen speak on their own committee's behalf at Chapter meetings.
- iv. If the Committee Chairman is not at the Chapter Meeting, he must send his report to the Vice Prior, who speaks on his behalf.
- v. All Chairmen are responsible for updating the calendar with their committee-specific events.
- vi. All Chairmen are responsible for submitting a complete budget to the Vice Prior before the Chapter Meeting at the end of academic week 6.
- vii. All Chairmen are responsible for keeping track of their respective committee's programming hours, which are to be submitted to the Recorder by the end of academic week 10 for the current term.
- viii. The Chairman of any given committee has power over procedure (within reason) during an event specific to that committee.
- ix. All Chairmen are responsible for planning, making reservations, or any other form of location necessities.
- x. All chairmen have the right to nominate an assistant chairman, who can then accept or decline the nomination.

■ **Section B: Committee Chair Meeting**
Subsection A: Frequency

- Shall meet once every academic week at a time and day determined by the Vice Prior, unless otherwise notified.

Subsection B: Purpose



- Shall be used to coordinate fraternity events.

Subsection C: Attendance

- Attendance shall be mandatory at the discretion of the Vice Prior.
- The following chairmen are required to be in attendance:
 - i. Candidate Educator
 - ii. Social
 - iii. Brotherhood
 - iv. Philanthropy
 - v. Alumni
 - vi. Hillel
 - vii. Public Relations
 - viii. Community Service
 - ix. Greek Week Chair(s)
 - x. Athletics
 - xi. Scholarship

Section C: Chairman and Committee Responsibilities

Subsection A: Candidate Educator

- Candidate Educator shall have the following responsibilities:
 - i. Shall be responsible to the chapter for overseeing and developing the candidate education program.
 - ii. Shall be an elected position.
 - iii. Shall hold weekly meetings with candidates.



- iii. Shall meet with potential candidates whenever the opportunity arises.
- iv. Shall be empowered to bar any active Frater or alumnus from a candidate function (except the Prior).
- v. Shall work with the recruitment committee to develop candidate interest events.
- vi. Shall assist the Council and Ceremony chairman in planning candidate pinning ceremony, big brother, and initiation.
- vii. Shall prepare a term budget for Candidate Education.
- viii. The Candidate Educator may not be assigned a little brother from a pledge class he is teaching without approval by a majority vote of the remaining members of the chapter council.

Subsection B: Candidate Education Committee

- The Candidate Education Committee will have the following responsibilities:
 - i. Is responsible for execution of the written candidate program.
 - ii. Shall be overseen by the Candidate Educator.
 - iii. Shall report to Candidate Educator.

Subsection C: Hillel Representative

- The Hillel Representative will have the following responsibilities:
 - i. Shall serve on the Recruitment Committee.
 - ii. Shall be the representative of the Chapter to Hillel.
 - iii. Shall be responsible for active promotion of Hillel events within the Chapter and vice versa.



Subsection D: IFC Representative

- The IFC Representative will have the following responsibilities:
 - i. Shall be appointed by the Prior.
 - ii. Must attend any IFC meetings for which the Prior is unavailable.
 - iii. Shall report to the Prior.
 - iv. Shall vote at IFC meetings with the advisement of Prior or chapter.

Subsection E: Social Committee

- The Social Committee will have the following responsibilities:
 - i. Shall be overseen by the Social Chair.
 - ii. Shall arrange all social functions dealing with Sigma Alpha Mu and any external individuals.
 - iii. Shall be responsible for all inter-organizational social events, communications, and execution of all out-of-house social functions and the Drexel Greek Community.
 - iv. Shall be responsible for maintaining Sweetheart relations
 - v. Shall report to the Vice Prior.

Subsection F: Brotherhood Committee

- The Brotherhood Committee will have the following responsibilities:
 - i. Shall be led by the Brotherhood Chair.
 - ii. Its members shall consist of the Athletic Chair and committee members.



- iii. Shall oversee all internal social events of the fraternity.
- iv. Shall work to increase brotherhood among members.
- v. Shall report to the Vice Prior.

Subsection G: Athletic Chair

- The Athletic Chair will have the following responsibilities:
 - i. Must supervise, schedule, and register all intramural and inter-fraternity athletic events.
 - ii. Shall be a permanent member of the Brotherhood Committee.
 - iii. Shall report to the Brotherhood Chair and Vice Prior.

Subsection H: Philanthropy Committee

- The Philanthropy Committee will have the following responsibilities:
 - i. Shall be led by the Philanthropy Chair.
 - ii. Shall be responsible for organizing the philanthropic fundraising events for the fraternity.
 - iii. Shall promote our national philanthropic organization as defined by Nationals.
 - iv. Shall be responsible for informing the chapter of other organizations' philanthropic events.
 - v. Shall report to the Vice Prior.

Subsection I: Scholarship Committee

- The Scholarship Committee will have the following responsibilities:



- i. Shall be led by the Scholarship Chairman.
- ii. Must collect the unofficial grade statements of all active members at the beginning of every semester.
- iii. Promote successful academics among members and Candidates.
- iv. Shall be in charge of developing programs and incentives to better the chapter's academic performance.
- v. Shall maintain the library of academic materials.
- vi. Shall report to the Vice Prior.

Subsection J: Alumni Committee

- The Alumni Committee will have the following responsibilities:
 - i. Shall be led by the Alumni Chairman.
 - ii. Shall maintain contact with alumni of the Chapter.
 - iii. Shall keep a complete directory of alumni.
 - iv. Shall develop a newsletter to inform alumni of activities and alumni happenings at discretion of the Vice Prior.
 - v. Shall organize all events to promote chapter-alumni relations.
 - vi. Shall report to the Vice Prior.

Subsection K: Tech Chair

- The Tech Chair will have the following responsibilities:
 - i. Shall maintain any technology pertaining to the organization of the fraternity (i.e. enterprise or infrastructure-based technology).



- ii. Shall conduct a quarterly audit of all enterprise or infrastructure-based technology.
- iii. Shall report to the Recorder.

Subsection L: Web Chair

- The Web Chair will have the following responsibilities:
 - i. Shall be responsible for the maintenance and development of the Chapter website and social media.
 - ii. Shall report to the Public Relations Chair.

Subsection M: Historian

- The Historian will have the following responsibilities:
 - i. Shall keep accurate history of the Chapter.
 - ii. Shall report to the Recorder.

Subsection N: Public Relations Committee

- The Public Relations Committee will have the following responsibilities:
 - i. Shall be led by the Public Relations Chairman.
 - ii. Is responsible for publicity of all chapter events and shall assist in the distribution of advertising materials.
 - iii. Shall be in charge of holding CEO Lead event
 - iv. Must be responsible for maintaining the Sigma Alpha Mu Public Relations Policy.
 - v. Shall be responsible for planning events for the purpose of promoting the positive image of the chapter.
 - vi. Shall report to the Vice Prior.



Subsection C: Community Service Committee

- The Community Service Committee will have the following responsibilities:
 - i. Shall be led by the Community Service Chairman.
 - ii. Shall be responsible for planning both chapter wide community service events and optional events for members to complete their community service hours.
 - iii. Shall be responsible for recording, keeping documentation, and submitting of both individual members' and chapter wide service hours.
 - iv. Shall be responsible for updating the chapter on any new or upcoming community service events.
 - v. Shall report to the Vice Prior.

Subsection D: Greek Week Committee

- The Greek Week Committee will have the following responsibilities:
 - i. Shall be led by the Greek Week Chairman.
 - 1. Is a full year position.
 - ii. Shall be responsible for running the committee that receives all Greek Week information and organizes the chapter's attendance at all the events.
 - iii. Shall be responsible for attending all meetings regarding Greek Week.
 - iv. Shall be responsible for talking to members and organizing all competition's participants.
 - v. Shall be responsible for getting the chapter Greek Week T-shirts that need to be ordered through FSL.
 - vi. Shall be responsible for obtaining all the tools and various items needed for the competitions.



vii. Shall report to the Vice Prior.

Subsection Q: Ceremonies Committee

- The Ceremonies Committee will have the following responsibilities:
 - i. The responsibilities set forth in Division IV, Article 3, Section A (Organization, Chairmen, Chairmen with Committees) do not apply to the Ceremonies Committee.
 - ii. Shall consist of the Prior, Vice-Prior, and the Candidate Educator.
 - iii. Shall plan and be responsible for the correct execution of all ceremonies.

Subsection R: Sergeant At Arms

- The Sergeant At Arms will have the following responsibilities:
 - i. Shall work directly under the council.
 - ii. Shall be responsible for helping the Exchequer collect dues when there are conflicts.
 - iii. Shall be responsible for being the doorman at alcoholic socials and parties.
 - iv. Shall be responsible for keeping order at all meetings and events.
 - v. Shall be a yearly elected position to adhere to the same election procedure as council.

Subsection S: Brother At Large

- The Brother At Large will have the following responsibilities:
 - i. Shall work directly under the Prior.



- ii. Shall be responsible for being the “go to guy” when there are any issues among the brothers that do not want to be brought up to the level of council.
- iii. Shall be responsible for being a mediator when there are conflicts among brothers.
- iv. Matters brought to the Brother at Large will remain confidential unless it relates to self harm, endangerment of the chapter, or harm to others.
- v. Shall be responsible for observing and listening to the general population of brothers.
- vi. Shall be excluded as a consul during J-Board process.

Subsection T: Risk Manager

- The Risk Manager will have the following responsibilities:
 - i. Shall be responsible for managing any forms of risk and avoiding activities that may result in having to file a claim.
 - ii. Shall be responsible for giving quarterly seminars on risk prevention/management.
 - iii. Shall be responsible for knowing and claiming the insurance discounts that can be received by practicing risk management in conjunction with the Exchequer.
 - iv. Shall be responsible for designating “sober brothers” at socials or any other alcoholic event.
 - v. Shall report to Prior.

Subsection U: Convention Delegates

- i. The two Convention delegates for the chapter shall be selected by a chapter vote. Nominees can be any member in good standing who will be active in the



summer term. The two nominees with the highest vote counts shall be the delegates.

- ii. Every active member may vote for up to two nominated individuals.

- **Division V: Meetings**

- **Article 1: Chapter Meeting**

- **Section A: Chapter Meeting Procedure**

The order of business of regularly scheduled Chapter Meetings shall be:

- a. Call to Order
- b. Creed
- c. Reading of the minutes of the previous meeting
- d. Chairmen Reports
- e. Officer Reports
- f. Old Business
- g. New Business
- h. Good and Welfare
- i. Adjournment
- j. Fast and Firm

- **Section B: Chapter Attendance**

Attendance is mandatory for all Active.

- **Section C: Motions During Chapter**

A motion will be voted on at the meeting unless the motion involves amending this Constitution, in which case the motion will



follow the voting procedure as specified in Division XI, Article 1 (Constitutional Amendments, Procedure).

- **Section D: Chapter Process**

The most current edition of Robert's Rules of Order for Parliamentary Procedure shall be utilized in running the meeting.

- **Section E: Chapter Attire**

Proper attire is mandatory for all chapter meetings.

Sub Section A: Formal Chapters

- The first of the month shall be considered a formal chapter.

Sub Section B: Proper Attire Definition

- For all formal chapter meetings proper attire shall be considered either stitched letters, a turtleneck, sweater vest, sweater or collared shirt.

- **Section F: Chapter Business**

No business shall be considered unless a quorum is present.

- **Section G: Misconduct During Chapter**

After one warning, the Prior or Sergeant at Arms may eject a Frater(s) from a chapter meeting for misconduct.

- **Article 2 – Committee Meetings**

- To be run by the Vice Prior at his discretion with Council Approval.

- **Division VI: Election Procedures and Removal from Office**

- **Article 1: Nominations**

- Nominations for any position will take place under the following rules and limitations:

1. Formal Nominations shall take place two weeks (weeks 5 and 6) before elections.



2. All potential candidates must meet qualifications regarding academic probation.
3. Any nominee must be Active for the term they are running for.
4. Once a nominee has been nominated there must be a second by another member.
5. Any member has the opportunity to accept or decline the nomination.
6. Any member can nominate themselves.

○ **Article 2: Elections**

- Elections for any position will take place under the following rules and limitations:
 1. Elections for one year positions shall be held on the fifth week of the spring term to take effect in the summer term.
 2. A brother must be active for at least one full term before running for a council position.
 3. Nominees running shall be allowed to address the chapter in the form of a speech.
 4. A question and answer period will follow each speech.
 5. There will be a deliberation period after the question and answer period to discuss the candidates' qualifications in a constructive manner.
 6. Nominees shall be voted on by secret ballot and must win by a simple majority vote.
 7. Only Alumnus or a Council Member not running for the office being voted on shall count votes.
 8. If an unopposed candidate does not receive the required majority votes the floor will be reopened for nominations.



9. If more than two nominees run for a position, then the nominee with the fewest votes after the first gets removed from next round of voting until a winner is chosen.

○ Article 3: Special Elections

■ Section A: Council Vacancy

Upon the vacancy of any executive council office, there will be nominations and voting done by the following chapter meeting.

Subsection A: Chain of Command

- Upon the vacancy of any of the following positions, the chain of command shall be as follows until a replacement is found:

i. Prior	->	Vice Prior
ii. Vice Prior	->	Exchequer
iii. Exchequer	->	Recorder
iv. Recorder	->	Recruitment
v. Recruitment	->	Prior

■ Section B: Chairman Vacancy

Upon the vacancy of any chair, the council shall nominate and appoint a replacement chair from the active brothers in good standing.

○ Article 4: Impeachment

■ Section A: Council

Any council member may be impeached. The procedure is as follows:

1. Any active member may file charges.
2. There will be discussion on both sides of the issue before the active chapter, with the .



3. The accused may answer questions.
4. Final impeachment will occur with a two-thirds vote by the active chapter.

- **Section B: Chairman**

A chairman can be removed from his position based on a three-fifths council vote.

Any active member may file charges, and council must vote on whether or not to remove the chairman from his position within one academic week of the charges being filed.

- **Division VII: Scholastic Policy**

- **Article 1: Grade Reports**

- An unofficial grade report, produced by Drexel University's Fraternity and Sorority Life Office will be reviewed by the Scholarship Chairman and Prior before each term.
- A member must show a GPA equal to or higher than that of what Drexel sets as their minimum in order to have admittance into the Sigma Alpha Mu pledge education process.
- The GPA on the transcript will be the member's official GPA for the chapter regardless of any other reports.

- **Article 2: GPA Requirements**

- The GPA required by the Chapter to maintain good standing shall meet the standard set by the Blue Book or Drexel University, whichever is higher. Any Chapter member falling below a 2.5 term GPA shall be placed on social probation until the end of the term. Depending on the severity of the difference between this minimum and the brother's actual GPA may require a meeting with the executive council to decide an appropriate course of action.

- **Article 3: Penalties**

- For members who do not achieve the set GPA, the following repercussions will occur:



1. Candidates can be held over for one term if it has become apparent that said Candidate is struggling in classes. This decision will be made at a hearing between the candidate, the Council, and the Scholarship Chair. Any Candidate who cannot make the required GPA for two terms in a row shall be asked to break ties with the fraternity until a change is made.
 2. Actives who do not meet the required GPA will be put on Academic Warning. This will consist of required mandatory study hours each week designated at the discretion of the scholarship chair. Other consequences could be levied if deemed appropriate by the scholarship chair and council.
 3. Actives who do not meet the required GPA for two terms in a row will be placed on Academic Probation. This will be the same as Academic Warning except that said active will not be allowed to attend social functions (excluding meetings) during the week and the study nights required will be increased. Other consequences could be levied if deemed appropriate by the scholarship chair and council.
 4. Actives who do not meet the required GPA for three terms in a row will be forced to go on academic suspension.
 - a. Academic suspension includes but not limited to forced inactivity and must get council approval to go to any fraternity events (except Chapter meetings and Ceremonies where notice is only required).
 - i. Scholarship Chair and Prior may add further restrictions.
 5. Any member that holds a Council position and is placed on Academic Probation shall be removed from office immediately.
 6. When a brother come out of the academic suspension, he will no longer get “three strikes”. Every term when his GPA fall below minimum requirement, his case will be discussed with the Prior and Scholarship Chair.
- **Article 4: Scholastic rewards**
The scholarship chair and council will create an incentives program every term.



- **Division VIII: Finances**

- **Article 1: Revenue**

- **Section A: Dues**

Dues shall be determined by the Exchequer with assistance of Vice Prior, according to the proposed budgets and other chapter related expenses.

Upon changing dues, it shall be voted on by three-fifths chapter vote.

Any member that has a bad financial situation and cannot pay dues on time shall meet with the Exchequer to discuss the situation and conclude with a resolution. Council can be consulted on the case.

Local dues are \$400 for the Fall, \$275 Winter and Spring terms, and \$225 for the Summer term.

- **Section B: Fines**

Any fine shall be determined by Council, and then announced at the first chapter meeting of the term.

Subsection A: Fines Types:

- a. Paperwork/submission fines
- b. Mandatory event fines
- c. Volunteered obligation fines

- **Article 2: Checks**

- All checks written by the chapter shall be approved by the Exchequer and the Prior.

- **Article 3: Costs**

- **Section A: Budget**

All members in good standing shall approve the chapter budget, for the next term, by a two-thirds majority vote at Week 8 of the



current term. No chapter money shall be spent without approval of the budget for that term.

- **Section B: Reimbursements**

Expense reimbursement must be submitted in written form with receipt and proper reimbursement form, to the Exchequer within two weeks of the purchase date. All purchases are in accordance with the term budget, and approved by the Exchequer or the Vice Prior prior to the purchase.

- **Article 4: Chairmen Spending**

- If a chairman is going to spend a \$50 or more change to their budget, they must contact the exchequer for approval and cannot ask the vice prior. Changes under of \$50 can be approved by the vice prior or the exchequer.

- **Division IX: Jewish Base**

- **Article 1: Recruitment**

- The chapter will actively recruit Jewish men and men of good moral character.

- **Article 2: Jewish Organizations**

- Sigma Alpha Mu will maintain active ties with Hillel and other Jewish community agencies on campus and in the Mid-Atlantic Jewish community.

- **Division X: Judicial Board**

Article 1: Judicial Board

A. The Judicial Board has these purposes:

1. Respond fairly and decisively to brothers who have brought dishonor to the chapter and the entire Sigma Alpha Mu fraternity through their actions at any time during or outside of official chapter events.
2. Hold accountable any brother that violates any Sigma Alpha Mu constitutional law (The Blue Book) and/or any local chapter constitutional law or bylaw.
3. Hold accountable any brother that violates any reasonable lawful order given to them by those fraters put into positions of power.
4. Discipline brothers for other offences as called for by Council.



Article 2: Judicial Board Structure

- A. The judicial board shall consist of the following members:
1. The Sergeant at Arms, who shall act as chairman.
 2. The Risk Manager, who will represent the interests of Council.
 3. Three consul brothers, who will be selected randomly from all active brothers in good standing within the chapter.
 - i. One consul will be selected as the recorder for the Judicial Board and transcribe all applicable hearings and meetings.
 1. The following information must be recorded, at least:
 - a. The charges against each brother
 - b. The plea of each brother
 - c. All opening statements
 - d. All testimony
 - e. All evidence
 - f. Each verdict
 - g. Each sentence
 - ii. A brother may be removed from the pool of potential consuls, by a unanimous vote of the Sergeant at Arms and Risk Manager, if it is believed that said brother will be unreasonably biased towards the hearing's purpose.
 - iii. A brother selected as a consul in this manner may decline the position due to reasonable prior commitments. If the Sergeant at Arms and Risk Manager, by unanimous vote, agree that the prior commitments stated are reasonable, a different brother will be chosen in the manner stated in Division X, Article 2, Section A, Subsection 3.
 - iv. A brother must be active for two terms before being selected as a consul
 - v. A brother may not be a consul for two consecutive Judicial Board hearings
- B. No Council member may sit on Judicial Board.
- C. In the event that the Sergeant at Arms or the Risk Manager is accused, the runner up from the Sergeant at Arms election shall sit on the Judicial Board in their place

Article 3: Judicial Process

- A. Accusation
1. An accusation is received when the Sergeant at Arms or a member of Council is informed of an infraction by:
 - a. A witness
 - b. Another brother
 - c. The Interfraternity or Pan-Hellenic Council
 - d. The university
- B. Investigation of Incident
1. Within three (3) days of receiving an accusation, Council must, by 3/5 vote, decide whether or not to suspend from all specified Chapter activities (social



events, intramurals, pledge interaction, etc.) the brother(s) involved in the incident. Upon reaching a decision, Council must immediately notify the Risk Manager of the decision that has been reached. The suspension, if one has been decided upon, shall begin once the accused brother(s) have been notified of the accusations (as stated in Division X, Article 3, Section B, Subsection 3) and shall expire immediately after the hearing date.

2. Within 24 hours of receiving an accusation the Sergeant at Arms must prove the legitimacy of the charge through the Constitution and Standing Rules, if the accusation has no basis in these documents the charges are dropped.
3. Within three (3) days of receiving an accusation, the Sergeant at Arms shall select the consuls (as stated in Division X, Article 2, Section A, Subsection 3) and the Judicial Board must, by unanimous vote, select a hearing date, time and location. All members of the Judicial Board must attend the hearing. The hearing date must be between six (6) and fourteen (14) days after receiving an accusation.
4. Three (3) days after receiving an accusation, the Risk Manager shall notify the accused brother(s) of the accusations against them (as stated in Division X, Article 3, Section B, Subsection 5). Once notified of the accusations, each brother must respond to the accusations within two (2) days. Responses must be given to the Risk Manager, and must be one of the following:
 - a. "Guilty"
 - b. "Not Guilty"
 - c. "No Contest"; which does not imply guilt or innocence
5. Failure of the accused brother(s) to reply within the designated time period (as stated in Division X, Article 3, Section B, Subsection 3) will result in a plea of "No Contest".
6. The Risk Manager must provide the accused brother(s) with the following information upon notification of accusations:
 - a. The specific charge(s)
 - b. Who brought forth the charge(s)
 - c. The approximate time of the incident
 - d. The accused brother(s) will have the chance to represent themselves before the Judicial Board at a formal hearing
 - e. The accused brother(s) have the right to bring forth any relevant witnesses, evidence, or testimony to defend their case.
 - i. The Sergeant at Arms must be notified of all witnesses and/or evidence being used in the hearing one (1) day in advance of the hearing date.
 - f. The terms of the suspension (as stated in Division X, Article 3, Section B, Subsection 1).
 - g. The hearing date, time and location.
7. Responses to accusations will be received individually from all brothers involved in the incident.

C. Judicial Board Hearing



1. The order of business of a Judicial Board hearing shall be:
 - a. The charges will be read by the Risk Manager
 - b. The accused brother(s) shall deliver a plea, individually, and be given the opportunity to deliver opening statements.
 - c. Any applicable witness shall be called to give testimony.
 - d. The board shall call for any additional relevant testimony and/or evidence.
 - e. The accused brother(s) shall be given the opportunity to respond to any testimony and/or evidence delivered
 - f. Judicial Board shall deliberate in private and agree upon a sentence. Any sentence must fall within the powers of the Judicial Board and voted on in the manner stated in Division X, Article 4, Section A.
 - g. The verdict will be read by the Sergeant at Arms
 - h. If applicable, sentence shall be read by the Sergeant at Arms
 - i. At the conclusion of the hearing, the minutes of the hearing must be approved unanimously by the Judicial Board and the accused brother(s). If unanimous approval cannot be arrived upon, the accused brother may appeal that the minutes be revised using the appeal process as stated in Division X, Article 5.
2. All verdicts and sentences, regardless of whether or not the affected brother(s) choose to appeal according to Division X Article 5, will take effect at the time the verdict is rendered until the outcome of an appeal is determined.
3. The Sergeant at Arms reserves the right to eject any disruptive brothers from the hearing.

Article 4: The Powers of Judicial Board

A. The Judicial Board has the following powers.

1. The Judicial Board can overturn any bad standing decision made by Council by a unanimous vote and the brother be declared innocent.
2. The Judicial board can put a brother on bad standing by a unanimous vote and the brother be declared guilty.
3. The Judicial board can put a brother on social probation by a 4/5 vote and the brother be declared guilty
4. The Judicial Board may mandate a brother attend specified events and/or perform specified duties by a 4/5 vote and the brother be declared guilty
5. The Judicial board can levy fines by a 4/5 vote and the brother be declared guilty
 - a. A payment plan for any fines levied must be discussed with the exchequer.
 - b. All payments of fines must be made through the official billing system of the chapter.
 - c. Any fees associated with payment processing should be considered when the fine is levied



6. The Judicial Board can require a brother complete a number of hours of community service by a 4/5 vote and the brother be declared guilty
 - a. All community service hours completed must be verified through attendance of chapter sponsored community service events or with the signature of a representative of a charitable organization sponsoring the community service hours being completed.
 7. The Judicial board may require a brother to attend study hours by a 3/5 vote and the brother be declared guilty
- B. The Judicial Board does not have the following powers:
1. The Judicial board does not have the power to expel a brother from the chapter. The expulsion of a brother from the chapter must follow the procedure as outlined in The Blue Book, Division E, Article 4, Section 8, Subsection a.
- C. All judicial powers are applicable under the following conditions:
1. The hearing follows the proper Judicial Board hearing process outlined in Division X, Article 3, Section C
 2. The hearing is held within the timeframe outlined in Division X, Article 3, Section B, Subsection 2.
 3. All members of the Judicial Board attend the entire hearing.
- D. A hearing will be held regardless of the ability of the accused brother(s) to attend the hearing. If an accused brother cannot attend the hearing for whatever reason, he may send a delegate in his place to plead his case on his behalf. Any delegate that is representing an accused brother must be an active brother that is in good standing.

Article 5: Appeal Process

- A. Any verdict rendered by Othe Judicial Board may be appealed in part or in whole by any affected brother(s).
- B. All appeals must be heard by the chapter, excluding any member of the Judicial Board that rendered the verdict in question.
- C. Any verdict may be overturned in part or in whole by a 3/4 vote by the chapter, excluding any member of the Judicial Board that rendered the verdict in question.
- D. The minutes of the Judicial Board hearing must be read to the chapter at the beginning of any appeal.
- E. All appeals must be heard at the official chapter meeting immediately following the hearing where the verdict in question was rendered, unless that Chapter meeting is within one (1) day of the hearing, in which case the appeal will be postponed until the following chapter meeting.
 - a. In the event that a brother requesting an appeal is unable to attend the specified chapter meeting, he will be given the option to designate a brother to plead his appeal on his behalf.

■ **Division XI: Constitutional Amendments**



○ **Article 1: Procedure**

- A constitutional amendment, once motioned at a chapter meeting, must be tabled for at least one week. An amendment requires two-thirds majority vote of a quorum of the chapter and goes into effect immediately if passed.

○ **Article 2: Font Color**

- All chapter bylaws must be in black font. Amendments and bylaws written in font color other than black are to be considered null and void.

○ **Article 3: Font Style**

- All text within this constitution must be written in the same font style, with the exception of titles, which will be written in a formal, cursive font style. Comic Sans may not be used. Amendments and bylaws that do not meet these criteria to be considered null and void.

○ **Article 4: Legislative Review**

- All legislation passed must be added to the Constitution within two weeks of passing by the Recorder. These changes must be confirmed by the chapter by a majority vote of a quorum present.
- If the changes are not recorded within the 2 week timeframe by the Recorder, the rest of Council has 1 week to record these changes. If the rest of Council fails to do so, the legislation in question will be considered null and void.

