

Bylaws

Combined Chapters
Eta Mu Chapter/Kappa Kappa Psi and Zeta Xi Chapter/Tau Beta Sigma
San Diego State University

PREAMBLE

Be it known that the Eta Mu Chapter of Kappa Kappa Psi, National Fraternity for band members, and Zeta Xi Chapter of Tau Beta Sigma, National Sorority for band members, are herewith established with the intent of furthering the cause of band music in general and the San Diego State University bands in particular; furthermore, that these chapters shall combine their resources towards that end, yet remain distinct in identity and ritual; lastly, that these chapters shall be open to all San Diego State University Bands members, subject to the approval of the chapters and the provisions of these Bylaws and the National Constitutions of the Fraternity and Sorority.

Incorporated: December 16, 1978

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ARTICLE I

Purposes

- 1.1 To serve the bands by providing assistance and support, setting a good example, and furnishing the directors with student leadership.
- 1.2 To help build and maintain the finest band program possible, and to increase the quality of the bands in the department and the University.
- 1.3 To develop and utilize leadership and organizational skills in our members by planning and executing activities to support the band.
- 1.4 To increase social interaction among band members by promoting an enthusiastic and rewarding atmosphere.
- 1.5 To provide a means for band members to communicate with collegiate bands throughout the country.
- 1.6 To encourage the expansion of brotherhood, sisterhood, and the social interaction among members of the combined chapters by promoting an enthusiastic and rewarding atmosphere.

ARTICLE II

General

- 2.1 The combined chapters are governed jointly by these Bylaws, their respective Constitutions, and the respective National Constitutions of Kappa Kappa Psi and Tau Beta Sigma.
- 2.2 These Bylaws supersede all previous documents governing the operations of the chapters, excluding the National Constitutions, and takes effect upon approval by a two-thirds favorable vote of the combined chapters.
- 2.3 In conducting chapter affairs, members of the joint chapters shall not discriminate based on skin color, national or ethnic origin, gender, sexual orientation, age, religion, handicap, marital status, musical instrument, level of musical ability, or any aspect of a person which would not limit their ability to serve the university bands and to carry out any other responsibilities they would have as a member of the fraternity or sorority.
- 2.4 Action to be undertaken by the chapters must be approved by the chapters. Revisions or reversals of decisions by the chapters are permissible only through approval by the chapters.

Voting Privileges

- 2.5 Voting privileges shall be extended to all active members of the combined chapters.
- 2.5.1 Voting privileges shall not be extended to the Presidents of either chapter or to any officer acting as the President of a chapter, except for Privileged Votes.

- 2.5.2 Voting privileges shall be required for voting, nominating, or introducing business.
- 2.5.3 Voting privileges for votes regarding membership and officer elections shall only be granted to members of their respective chapter.
- 2.5.4 The term "entire membership" when used as a requirement for a vote means all members who are allowed to vote on the matter and/or would be allowed to vote if they were present or had submitted an absentee ballot.
- 2.6 All votes mentioned in these Bylaws, as well as any other votes conducted at joint chapter meetings, shall be votes by the combined chapters, unless specifically stated to be otherwise for a particular vote by these Bylaws.

Definition of Privileged Vote

- 2.7 The term Privileged Vote is defined to collectively refer to the following types of voting: chapter officer elections, removal of an officer, chapter delegate elections, any vote regarding a person's membership status or candidacy, any vote regarding meeting times, amending these Bylaws or the chapters' separate Constitutions, dissolving their respective chapter, and motions which spend or allocate \$200 or more.

Absentee Voting

- 2.8 Active members who cannot be present during a vote may submit a written absentee vote.
- 2.8.1 Absentee votes will only be accepted for Privileged Votes.
- 2.8.2 The absentee vote must be in writing, and must be submitted to the Presidents prior to the vote. It must include the name of the person submitting the vote, the office or matter being voted on, the actual vote, and the member's signature.
- 2.8.2.1 Absentee ballots may be accepted for Privileged Votes electronically, subject to any rules or provisions as the combined chapters may adopt.
- 2.8.2.2 If the Sergeants-At-Arms and Presidents deem a written absentee vote to be unreadable, unclear, or not relevant to the vote, it will not be counted.
- 2.8.2.3 A member cannot assign their vote to another person, as this would allow a single person to have more than one vote. Any absentee vote which attempts to do this is invalid and shall be discarded.
- 2.8.3 An absentee vote is invalid if the person who submitted it is present at the time of voting.

General Election Process

- 2.9 Prior to voting, members shall nominate candidates. Members with voting privileges shall vote for one candidate from the list.
- 2.9.1 A simple majority of all votes cast is required to declare a winner.
- 2.9.2 If there are more than two candidates, repeated voting will be used to reduce the number of candidates, by eliminating the candidate receiving the smallest number of votes for that round of voting; if multiple candidates tie for the smallest number of votes, they are all eliminated.
- 2.9.3 In the event that there is only one candidate, a simple majority vote in favor of that candidate shall constitute election of that candidate. If the election is being held by secret ballot, then this vote must be conducted by secret ballot, even though there is only one candidate.

Disclosure of Secret Ballot Results

- 2.10 For any vote conducted by secret ballot, the Sergeant-At-Arms and both Presidents shall maintain a written record of the ballot counts for four weeks following the vote. This information shall be made available to any active member upon request.

Chapter Delegate Elections

- 2.11 Chapter delegates for District Convention and National Convention shall be elected using the General Election Process. The first runner-up will be the alternate delegate. Voting shall be conducted by secret ballot.

- 2.11.1 In the event that no active member attends the Western District or National Conventions, a Life member of the chapter may serve as delegate.
- 2.11.2 In the event that the election results in a tie, and the choices cannot be reduced any further using the General Election Process, the President of the respective chapter shall appoint a delegate from among the remaining candidates who tied.

ARTICLE III

Officers

- 3.1 Each chapter shall maintain the following offices: President, Vice-President of Membership Development, Vice-President of Candidate Education, Secretary, Treasurer, Historian, and Sergeant-at-Arms. The combined chapters shall maintain the office of Parliamentarian.
- 3.1.1 The duties of each office are to be considered the joint responsibility of those who hold the same type of office in their respective chapters. However, the sharing of responsibility does not extend into the private matters of either the fraternity or sorority.

The Executive Council

- 3.2 All officers of the combined chapters and the chapter sponsor shall compose the Executive Council.
- 3.2.1 The Executive Council shall serve as a core leadership group within the two chapters. The Executive Council may make recommendations to the combined chapters, but does not have the authority to act on behalf of the chapters, except for specific exceptions explicitly listed in these Bylaws.
- 3.2.2 The Executive Council shall meet at the discretion of the Presidents.

Officer Requirements/The Election Process

- 3.3 Elections for President and Vice-Presidents shall take place at the second-to-last meeting of the spring academic semester. Elections for all other officers shall take place at the last meeting of the spring semester. A special election may be held as needed to fill a vacant office. Nominations for an office shall take place at the meeting when elections are held for that office, as well as at the meeting one week prior to elections.
- 3.3.1 Candidates for office must be an active member as defined in Article VI of these Bylaws.
- 3.3.2 A candidate for the office of either President or Vice-Presidents must have been an active member for at least two full semesters. Furthermore, a candidate for the office of President must have served in one of the other elected chapter offices for at least one term.
- 3.3.3 Elections for all officers except Parliamentarian shall be conducted using the General Election Process. Voting shall be conducted by secret ballot.
- 3.3.3.1 All active members of their respective chapter are entitled to vote on all offices of their initiated chapter.
- 3.3.3.2 The office of Parliamentarian shall be appointed by the Presidents of the combined chapters. The Presidents may elect not to appoint anyone to the office; in which case, the Presidents shall jointly assume all responsibilities of the position. Any initiated member is eligible to serve as Parliamentarian.
- 3.3.4 Any active member of their respective chapter may nominate an active member for an office in the candidate's respective chapter.
- 3.3.5 In the event of a tie, there will be a runoff of the top two candidates. Should a tie exist after 2 runoffs, the chapter sponsor will review the candidates and break the tie.
- 3.3.6 The chapter sponsor shall have the authority to exempt any officer or candidate for office from a specific requirement of office or candidacy for office.

Term of Office

- 3.4 The term of office begins at the end of the academic year, and terminates at the end of the following academic year.
- 3.4.1 No member of the combined chapters shall hold the same office for more than two consecutive terms.

President

- 3.5 The Presidents shall preside over meetings of the chapters and of the Executive Council, and shall oversee all chapter operations.
- 3.5.1 In the event that an officer is not fulfilling his/her responsibilities, the Presidents shall work with that officer and see to it that the responsibilities are fulfilled.
- 3.5.2 In the event that an office is vacant and cannot be filled via the election process, the Presidents assume responsibility for the duties of that office, and have the authority to delegate any or all of those responsibilities to other active members as they see fit.
- 3.5.3 They shall be ex-officio members of all committees except the Nominations Committee, if it should exist.
- 3.5.4 They shall co-sign all checks, contracts, and other instruments of business incurred by the chapters.
- 3.5.4.1 Both presidents shall review and verify the accuracy of the treasury ledger and financial report that is submitted to them at the end of each academic semester by the Treasurers.
- 3.5.5 They shall maintain the Quorum Member List, as defined in Article IV.
- 3.5.6 They shall be the official representatives of the chapters whenever such representation is required.

Vice-President of Membership Development

- 3.6 In the absence of a President, the respective Vice-President of Membership Development shall assume the responsibilities of the President.
- 3.6.1 The Vice-Presidents of Membership Development shall be responsible for all aspects of the Continued Membership Education and Development program.
- 3.6.2 The Vice-Presidents of Membership Development shall assist the Vice-Presidents of Candidate Education in the orchestration of all rituals and ceremonies.
- 3.6.3 They shall be ex-officio members of at least one standing committee, as approved by the Presidents.

Vice-President of Candidate Education

- 3.7 In the absence of a President and Vice-President of Membership Development the respective Vice-President of Candidate Education shall assume the responsibilities of the President.
- 3.7.1 The Vice-Presidents of Candidate Education shall be responsible for all aspects of the candidate membership education programs, including the orchestration of all rituals, ceremonies, and classes.
- 3.7.2 The Vice-Presidents of Candidate Education shall report to the combined chapters regularly as to the status of each candidate and the class as a whole, along with any concerns they or the chapters might have in regards to either.
- 3.7.3 They shall be responsible for, and shall maintain a written inventory of, all regalia and membership education materials belonging to their respective chapter.

Secretary

- 3.8 The Secretaries shall record the minutes of all meetings of the chapters and the Executive Council.
- 3.8.1 They shall, along with a President, co-sign any contracts or other instruments of business incurred by the chapters.
- 3.8.2 They shall maintain a calendar for the chapters which will list all planned chapter activities.
- 3.8.3 They shall handle out-going chapter correspondence.

- 3.8.4 They shall take attendance at each meeting, as well as at Induction, Second Degree, Initiation, Mid-Semester, and other events defined by chapter vote.
- 3.8.5 They shall produce a phone list for the chapters each semester and over the winter and summer breaks.

Treasurer

- 3.9 The Treasurers shall control the receipts and disbursements of all monies of the chapters.
- 3.9.1 They shall, along with a President, co-sign all checks for all monies distributed.
- 3.9.2 They shall prepare the financial report due each year to the National Office.
- 3.9.3 They shall collect dues from active members and from candidates for membership.
- 3.9.4 They shall oversee all expenditures, revenues, and proceeds, and record the state of the chapters' finances in a ledger.
- 3.9.4.1 They shall submit the treasury ledger accompanied by the financial report to both Presidents for verification at the end of each academic semester.
- 3.9.5 They will oversee the running of the officer budgets and money allocation.
- 3.9.6 They shall oversee the collection of money from those who owe money to the combined chapters, and shall act as collection agents as needed.
- 3.9.7 They shall be responsible for obtaining and depositing all money earned at fundraisers, and for maintaining a permanent written record of how much money was earned at each fundraising event.
- 3.9.8 They shall report on the chapters' financial situation at each meeting of the combined chapters, including account balances, outgoing and incoming funds, and status of debts owed to the chapters.

Historian

- 3.10 The Historians shall maintain a pictorial and written history of the combined chapters and the university bands, and shall act as a liaison with the alumni members of the joint chapters.
- 3.10.1 They shall maintain a permanent record of all members, active or otherwise, including name, maiden name (if applicable), address, telephone number, e-mail address, and instrument played. They are responsible for keeping this information as up-to-date as possible, and for collecting and recording new information as it becomes available. They shall be responsible for observing the chapters' Privacy Policy in all aspects of handling this information.
- 3.10.2 They shall be responsible for producing the Chapter Alumni Newsletter a minimum of once per semester.
- 3.10.3 They shall be responsible for creating a chapter display as needed for University, District and National events.

Sergeant-at-Arms

- 3.11 The Sergeants-at-Arms shall maintain order at meetings, count all ballots as necessary during meetings, except for matters involving him/herself, and keep an inventory of all property of the combined chapters.
- 3.11.1 They may reserve and obtain campus resources as needed for chapter meetings and activities, including keys, lockers, and storage areas as needed.

Parliamentarian

- 3.12 The Parliamentarian shall advise the presiding officers and the combined chapters regarding parliamentary procedure and rules of order during meetings, and regarding these Bylaws and the individual chapter and National Constitutions.
- 3.12.1 The Parliamentarian shall be responsible for recording all approved changes to the Bylaws and Constitutions. He/she shall see to it that the amending motions and the revised documents are placed on file in the chapter office, and that copies of the revised documents are made available to the Sponsor and as otherwise directed by the Presidents.

- 3.12.2 The Parliamentarian shall have all rights in regards to voting that would be otherwise afforded to him or her, but must discharge the duties of the office with fairness and impartiality to the matter at hand. Failure to do so shall be grounds for removal.

ARTICLE IV

Meetings

- 4.1 The combined chapters shall meet regularly during each academic semester.

Special Meetings & Rescheduling of Meetings

- 4.1.1 Meetings shall not be held on days which are official school holidays without the prior approval of the combined chapters by a simple majority vote of the entire membership.
- 4.1.2 Meetings can be skipped or re-scheduled with the prior approval of the combined chapters by a simple majority vote of the entire membership.
- 4.2 Special meetings may be called for with a simple majority vote of the entire membership, including at least one President.
- 4.2.1 An emergency joint chapter meeting may be called for by a simple majority vote of the entire Executive Council.

Quorum Requirements

- 4.3 In order to conduct any official business or make any official decisions, a quorum of the combined membership must be present.
- 4.3.1 In order to achieve quorum, the following must be present at the meeting:
1. A simple majority of those active members on the Quorum Member List.
 2. At least two officers from each chapter, one of which must be a President or Vice-President.
 3. In addition to the two officers, no less than three active members from each chapter. This requirement shall not apply if the number of active members in that chapter is 9 or less.
 4. Of a specific chapter, a majority of the number of members of that chapter who are on the Quorum Member List, when a vote of that chapter is taken pursuant to Section 2.5.3.

If members leave during the course of a meeting, and these requirements are no longer met, then quorum has been lost.

- 4.3.1.1 At an emergency joint chapter meeting called for by the Executive Council, the Presidents may declare a quorum with the approval of a simple majority of the Executive Council.

Quorum Member List

- 4.3.2 The Presidents shall maintain a Quorum Member List. This is a list of active members who are counted towards quorum.
- 4.3.2.1 A new Quorum Member List shall be drawn up at the beginning of each academic semester.
- 4.3.2.2 The Presidents shall bring the current Quorum Member List to all meetings.
- 4.3.2.3 Any time the Quorum Member List is changed, the Presidents shall provide an updated list to any actives who request a copy.
- 4.3.3 At any time during the semester, an active member who is on the Quorum Member List may request that they be removed from the list. This shall not in any way affect any of the rights or privileges of active membership.
- 4.3.3.1 If at any time during the semester, an active member fails to attend 3 or more consecutive meetings, or their total attendance falls below 50%, the member will be removed from the

quorum member list.

- 4.3.3.2 An active member who has been removed from the Quorum Member List may request that they be placed back on the list.
- 4.3.4 The Quorum Member List from the previous semester shall remain in effect through summer or winter break until the start of the new semester.

Selection of Meeting Time

- 4.4 The meeting time shall be chosen by the combined chapters.
 - 4.4.1 Members will suggest meeting times for consideration. Of the meeting times suggested, members will vote for all meeting times which they can attend.
 - 4.4.1.1 Of the top three meeting times receiving votes, members shall cast one vote for their preferred meeting time. The meeting time at which the most members can attend shall be the new meeting time.
 - 4.4.2 By default, meetings shall be held weekly. A motion to meet at a different interval may be made by any active; a simple majority vote is required to select the new meeting interval.
 - 4.4.3 In the spring academic semester, it is recommended that the meeting time be selected prior to any officer elections.
 - 4.5 The Order of Business at regular meetings shall include:
 - 1. Reading of Minutes
 - 2. Officer Reports
 - 3. Committee Reports
 - 4. General Announcements
 - 5. Old Business
 - 6. New Business
 - 7. Adjournment
- This format may be altered by the chairs, when deemed advisable.
- 4.6 Meetings shall be conducted according to *Robert's Rules of Order Newly Revised*.

ARTICLE V

Committees

- 5.1 The combined chapters shall maintain the following standing committees: Committee on Service, Committee on Recruitment, and Committee on Fundraising.
 - 5.1.1 Additional standing committees may be created from time to time as needed by a two-thirds vote of the combined chapters.
 - 5.1.2 The Presidents shall appoint the membership of all standing committees prior to the third meeting of the semester, unless the combined chapters shall provide for another means or time for appointment. If the Presidents do not select a committee chair, the chair shall be elected by the committee members at the first meeting of the committee.
 - 5.1.3 Committee members shall serve for a term of one academic semester unless otherwise specified. The committee may continue its work over Winter Break if necessary and with the approval of the Executive Council.
- 5.2 The charging of a class of business to a standing committee shall not empower it to take action on behalf of the combined chapters in violation of Section 2.4; nor shall it prevent any member from bringing a motion relating to that class of business directly to a meeting of the combined chapters.
- 5.3 The Service Committee shall be charged with organizing activities that directly provide a service to the University or to the University Bands in particular.
- 5.4 The Recruitment Committee shall be charged with assisting the Directors in any University Band recruitment efforts necessary.

- 5.5 The Fundraising Committee shall be charged with organizing activities whose primary objective is the raising of money for the combined chapters.
- 5.6 Special committees may be adopted at any time by a decision of the Presidents or a simple majority vote of the joint chapters.

ARTICLE VI

Membership

- 6.1 Membership of any type in the chapters shall be governed by the National Constitutions of Kappa Kappa Psi and Tau Beta Sigma.

Prospective Member Qualifications

- 6.2 The chapters shall provide at least two rushes early in each semester to facilitate interaction between members and prospective candidates for membership. These rushes will provide information concerning the purposes of the fraternity and sorority and the process for becoming a member.
- 6.3.1 In order to be eligible for membership candidacy, a person must currently be enrolled in a San Diego State University band, must possess good character, and must demonstrate leadership potential.
- 6.3.2 A negative vote of twenty-five percent (25%) or five (5) members, whichever is greater, of the entire membership, shall be required to prevent a person's selection to candidacy for membership in the fraternity or sorority.
- 6.3.3 In considering band members for membership candidacy, the combined chapters shall observe the non-discrimination policy defined in Article II.
- 6.4 Before being eligible for active membership, a prospective member must complete the membership education program as prescribed by the combined chapters.

Candidate Voting Requirements

- 6.5 Prior to third degree each candidate must receive a three-fourths favorable vote to be eligible for active membership.
- 6.6 A membership candidate who, during the membership education program, fails to meet the requirements of the combined chapters, may be suspended indefinitely by a three-fourths favorable vote.
- 6.7 In order to become new members of Kappa Kappa Psi or Tau Beta Sigma, all successful candidates must undergo initiation rites deemed suitable by their respective national organization.

Honorary Members

- 6.8 The combined chapters may initiate no more than four Honorary members per academic year.
- 6.8.1 Undergraduate students are not eligible for Honorary membership.
- 6.8.2 Motions to bestow Honorary membership upon a person shall require prior notice and receive a three-fourths favorable vote of the entire membership to carry.
- 6.8.3 The cost of bestowing Honorary membership shall be borne by the combined chapters.

Meeting Attendance

- 6.9 Attendance shall be taken at each meeting, as well as at Induction, Second Degree, Initiation, and Mid-Semester.

Requirements for Active Membership

- 6.10 In order to be considered an active member, a person must be enrolled in a San Diego

State University band at least one semester during the academic year, must have been formally initiated into the fraternity or sorority after having completed that chapter's membership education program, must have paid all national membership dues and fees for that academic year, and must have paid all chapter membership dues and fees for that academic semester.

- 6.10.1 Enrollment in a San Diego State University band through Open University fulfills the band enrollment requirement of active membership. Members who are enrolled in a band through Open University and choose not to be active shall be considered alumni members, provided that they are not enrolled in the University as regular students.

ARTICLE VII

Membership Education Program

- 7.1 The membership education program should consist of a program no longer than ten weeks and shall meet the combined National requirements of both Kappa Kappa Psi and Tau Beta Sigma.
- 7.2 Candidates will be responsible for the candidate book, candidate meetings, tests and a final exam. They will also be required to participate in the rituals and ceremonies as defined by the joint chapters.
- 7.3 The Vice-Presidents of Candidate Education shall host a forum with the candidates from their respective chapters to discuss the ritualistic lessons following the ritual as part of the membership education program. Also, a joint forum shall be hosted by both Vice-Presidents of Candidate Education to discuss the joint ceremonies and the lessons contained therein.
- 7.4 The following rituals are recognized by the joint chapters: First Degree, Second Degree, and Third Degree.
- 7.5 The following ceremonies are recognized by the joint chapters: Joint First Degree, Mid-Semester, Joint Second Degree, and Joint Third Degree.
- 7.6 The membership education program outline will be presented to the combined chapters for approval before the program begins. Approval will be determined by a simple majority vote.

Continuing Membership Education and Development

- 7.7 The Continuing Membership Education and Development program shall consist of a series of forums to discuss ideas concerning leadership developments and the organizational ideals and history from a national, district and combined-chapters perspective.
- 7.8 These forums shall be held regularly during each semester and may be held either during combined chapter meetings or other events as the chapter sees fit.
- 7.9 A forum shall be held before each ritual separately, dealing specifically with the ritual it precedes and the lessons that should be learned from it.
- 7.10 The Continuing Membership Education and Development program outline shall be presented to the combined chapters for approval before the program begins. Approval will be determined by a simple majority vote.

ARTICLE VIII

Finances

- 8.1 The chapters shall hold their finances in common, in the form of joint bank accounts, under the name of "Kappa Kappa Psi/Tau Beta Sigma".
- 8.1.1 There shall be two accounts: a checking account and a savings account.

8.1.2 The savings account is to be the combined balances of the Travel and Scholarship funds.

Distribution of Profits from Fundraisers

8.1.3 Unless otherwise specified, profits from fundraisers will be deposited to the chapter bank accounts as specified:

- 10% to Scholarship fund
- 10% to Travel fund
- 80% to Checking account

Additionally, all interest earned in the savings account shall be credited to the Scholarship fund.

8.2 The fiscal year of the chapters shall be from June 1st to May 31st.

Membership Dues

8.3 Payment of dues is required for a member to be active.

8.3.1 Membership dues for each academic semester shall be decided by the joint chapters at the first meeting of each semester.

8.3.2 The membership fees paid to the national office shall be borne by the combined chapters.

Payment Extensions

8.3.3 The chapters may, at their discretion, extend the deadline for the dues of any member or any prospective member by a simple majority vote.

8.3.3.1 Extensions shall not exceed 75 days.

8.3.3.2 Failure to pay dues by deadline will result in active membership status being revoked.

8.3.3.3 Extensions shall not be approved to members with outstanding debts.

8.3.3.4 Payment extensions must be signed by the member, one Treasurer, one President, and one Secretary.

Waiving Membership Dues

8.3.4 The chapters may, at their discretion, choose to waive the dues of any member by a two-thirds favorable vote.

8.3.4.1 Waiving of a member's dues should only be provided for those members who are clearly in a condition of financial hardship.

8.3.4.2 A member wishing to have their dues waived by the chapter must submit a written request to the combined chapters, preferably in person, which explains their financial situation, as well as any other special reasons why they wish to have the chapters pay their dues.

Disclosure of Financial Records

8.4 Chapter financial records are to be open to all members.

Allocation of Money and Reimbursements

8.5 Upon approval by a simple majority vote, funds will be allocated for expenditures prior to purchasing.

8.5.1 Either receipts and excess money or receipts and requests for reimbursements shall be presented to the Treasurer. The receipts shall be kept on file by the Treasurers.

8.6 Officers and committees shall submit a budget for each academic semester at a date designated by the Presidents. Budgets shall authorize any expenditures for that office or committee up to that amount without further approval.

8.7 With proof of receipt, general expenditures on behalf of the chapters may be reimbursed by a simple majority vote.

8.8 Reimbursements shall be applied to any debts owed to the combined chapters before they are distributed.

ARTICLE IX

Jurisdiction Committee

- 9.1 A special revision committee shall be appointed during the spring semester of even numbered years to review these Bylaws and the separate Constitutions.

Amendments

- 9.2 Amendments to the Bylaws shall require previous notice and a two-thirds vote in favor of the proposed changes.
- 9.2.1 The Bylaws shall contain at least one occurrence of the date on which the most recent amendment contained within was approved by the combined chapters.
- 9.2.2 Each time the Bylaws are revised, a copy of the revised Bylaws shall be put on file in the joint chapters' office. Prior revisions of the Bylaws shall be kept on file for archival purposes.
- 9.2.3 The chapter sponsor is responsible for reviewing all changes to the Bylaws, and to inform the chapters of issues or potential conflicts with the National Constitutions or San Diego State University policies and regulations.
- 9.3 Motions to dissolve a chapter shall be taken of the membership of the chapter in question. Motions shall require both a three-fourths favorable vote of the chapter's membership on the quorum member list and a majority of the chapter's entire membership to pass.

ARTICLE X

Procedures for Removal from Office

- 10.1 Officers may resign from office by submitting a written note to the chapters.
- 10.2 A petition signed by fifty percent (50%) of the combined chapters and approved by at least one member of the Executive Council is necessary and sufficient to require a vote by the initiating chapter to remove a member from office.
- 10.3 Any of the following may be considered cause for removal from office:
1. Failure to maintain status as an active member for the full term of the office.
 2. Continual or excessive absence from chapter meetings, Executive Council meetings, or rituals.
 3. Abuse of official powers.
 4. Failure to discharge the duties of office.
 5. Repeated behavior which is considered to be detrimental to the well-being of the chapters.
- 10.4 Motions to remove an officer require a three-fourths favorable vote of the entire membership to carry, thus vacating the office.
- 10.5 If a vote to remove an officer is to take place, the Presidents shall give at least one week advance notice. The requirement for advance notice may be waived by the Sponsor.

