

The Epsilon Gamma Colony of
Beta Theta Pi
Central Michigan University

Constitution

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By:

Brandyn Lawson EG 335

Philip Klassen EG 339

John Reineke EG 348



Article One – Name & Purpose

Section 1: The name of this Fraternity shall be the Epsilon Gamma Chapter of Beta Theta Pi.

Section 2: The purpose of this Chapter is to live and grow in concordance with these bylaws, the Code of the Epsilon Gamma Chapter, the constitution of Beta Theta Pi, and most importantly the ritual and three great principles that form the foundation of Beta Theta Pi.

Article Two – Structure

Section 1: Beta Theta Pi consists of three branches that make up Epsilon Gamma: the Executive Council, the Kai Committee, and the Chapter. All three branches working together through a system of checks and balances comprise Epsilon Gamma.

Section 2: The Executive Council shall be made up of seven officers ranked accordingly: President, Vice President, Treasurer, Secretary, Risk Manager, Pledge Educator and Recruitment Chairmen.

Section 3: The Kai Committee shall be made up of four members headed by the Vice President. The Kai Committee consists of no more than one representative from each pledge class.

Section 4: The Chapter is made up of all active voting members of the Epsilon Gamma Chapter.

Article Three – Membership & Privileges

Section 1: PRIVILEGES – The privileges of voting and running for office) shall be limited to those members in good standing, without outstanding balances or sanctions from previous semesters and those members not on academic suspension as determined by our Academic Plan as outlined in the Epsilon Gamma Code.

Section 2: MINIMUM MEMBERSHIP REQUIREMENTS – Every active member must meet the minimum requirements established by the Epsilon Gamma Code.

Section 3: An RSO may not discriminate on the basis of age, color, disability, gender, familial status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status or weight. However, social fraternities and sororities may select members based on gender. (See Regulations under Title IX of the Educational Amendments of 1972).

Article Four – Meetings & Quorum

Section 1: Regular meetings of this chapter shall be held each week during the school year. The purpose of the chapter meeting is to inform the members on the workings of the chapter through committee and executive reports.

Section 2: Special Chapter meetings may be called by the President, the Executive Council, or by fifty percent of chapter members in good standing.

Section 3: Quorum shall consist of two-thirds of members with voting rights for the transaction of all business at any regular chapter meeting. One-half of members with voting rights shall constitute quorum for all special chapter meetings. Any meeting that involves removing a member from office or a member from the official role of Epsilon Gamma requires 85% of the members with voting rights to constitute a quorum.

Section 4: Chapter meetings are to follow Robert's Rules of Order. The Vice President shall keep the chapter in line at all meetings.

Section 5: Meetings shall begin promptly at the scheduled time and shall be conducted in an orderly manner. Each member shall be recognized by the President before addressing the chapter. This procedure is to be strictly enforced.

Section 6: The dress code for all regular chapter meetings shall be pin attire (collared shirt, khakis at minimum, and badge, no shorts or sandals), unless otherwise specified for a particular meeting due to other circumstances. There is no dress code for informal meetings, but all other rules apply.

Section 7: Formal meetings are to be held once a month to reiterate the ritual. Dress code at formal meetings shall be shirt and tie with badge on.

Section 8: The President may schedule an "Eye of Wooglin" when he deems necessary, which should include all chapter members, and may include General Fraternity officers and alumni.

Section 9: All business voted on by the chapter, (excluding amendments to the Epsilon Gamma Code, these By-laws, and bid of membership) requires a requisite number of votes as per Robert's Rules of Order.

The Epsilon Gamma Colony of
Beta Theta Pi
Central Michigan University

By-Laws

Article One – Officer & Chair Positions

Section 1: These officers are to be elected by a simple majority of active members present and voting at a regularly scheduled meeting:

- A. President
- B. Vice President of Operations
- C. Treasurer
- D. Secretary
- E. Risk Manager
- F. Pledge Educator
- G. Recruitment Chairmen

Section 2: Voting shall be done by secret ballot, unless otherwise agreed upon, and if there are more than three (3) people running for an office, the top two vote getters will then be re-discussed and re-voted on. On election night, all nominees for each office being discussed must leave the room and come in one by one to give their speech. A time of 6 minutes will be allotted for the President and Vice President to give their speech, while a time of 4 minutes will be set aside for the remaining executive positions. After each nominee for a particular office has spoken, all nominees remain outside while the chapter discusses the good and bad points for each nominee.

Section 3: In the last meeting in November, nominations for the Executive Council will be open to the Chapter, and nominations will continue into the next week, which will be elections. The new officers will be installed at the first meeting of the year (typically the first weekend in January).

Section 4: If a nominee loses his election, he is automatically eligible to be a nominee for the next office to be considered. The order of elections shall be (1) President, (2) Vice President, (3) Treasurer, (4) Secretary, (5) Risk Manager, (6) Pledge Education, (7) Recruitment Chairmen.

Section 5: In the event of an emergency in which an executive office becomes vacant, the President will appoint a member to fill a vacant position who must be confirmed by the Executive Council until an election is held. For these emergency elections, the nominations will be held one regularly scheduled meeting in advance of the meeting at which the elections are to take place.

Section 6: OFFICER TRAINING AND TRANSITION - On the weekend before finals in December, the old and new Executive Councils will have an officer retreat to discuss the failures and successes of the previous year, ideas for the upcoming one, and the duties of their elected office. On the last weekend before finals in May, the Executive Council will have an officer retreat to discuss, successes, failures, and ideas for the upcoming fall semester.

Section 7: All chair positions shall be confirmed by the chapter the week after elections in December. Proposals for a chair position are due on Election Day so that the Vice President can make his appointments. If a brother is not selected for a specific chair, he will automatically be considered for all other chair positions. These chair positions are:

- A. Intramural Chairman
- B. Philanthropy Chairman
- C. Chorister
- D. Alumni Relations Chairman
- E. Public Relations Chairman
- F. Ritual Chairman
- G. Housing Chairman
- H. Historian
- I. Social Chairman
- J. Leadership Development
- K. Scholarship Chairman
- L. IFC Representative
- M. SGA Representative

Section 8: Removal of any chairman is done so by the Executive Council and a new chairman is then appointed by them and confirmed by the chapter.

Section 9: By virtue of his position, the President will be the Chapter's official delegate to the General Convention.

Section 10: The Epsilon Gamma Chapter will pay for the official delegate to convention. All Leadership College attendees and delegates are required to attend all functions at the General Convention.

Section 11: The purpose of each chairman is to coordinate the workings of a committee and to inform the chapter on committee workings at meetings. Meetings must be at least bi-weekly, and it is the responsibility of chapter members with suggestions or concerns to attend the committee meetings. Personal discussions about the workings of a committee are to be discussed at the committee meetings, not in the chapter meetings. If a chapter member has a problem with the workings of a committee and the member has had no success with attending the committee meetings, he can present his problem to the executive council. The executive council will try to compromise with the committee chairman (if they deem necessary). The executive council can bring discussion up in front of the chapter if they feel chapter input is needed.

Article Two – Finances

- Section 1: Dues shall be collected from each member to fulfill the financial obligations of the chapter and shall be payable as provided by the treasurer. Each member is obligated to the dues established by the general fraternity. The rest of the membership dues are set each year by the chapter.
- Section 2: No money from dues shall be used to purchase alcoholic beverages or any other items in discordance with the values and principles of Beta Theta Pi.
- Section 3: Bills will be rendered at the beginning of each semester and must be paid in full by the seventh week of the semester. If the colony dues are not paid in one lump sum, the member will be put on a payment plan. This will be a monthly or bi-weekly payment broken down to equal payments. With the payment plan, the member shall pay a surcharge. Any member who has not paid by the due date will be brought before the Kai Committee by the Treasurer to decide upon sanctions.
- Section 4: All bills shall be paid by check or paypal, to the Treasurer. Chapter Approval of the President and Treasurer shall be necessary for a purchase in excess of \$100.
- Section 5: All previous balances must be paid by each member as soon as possible. By the end of the second week of school, every member must have a previous balance under \$100, or that member will be sent to kai committee.
- Section 6: In the event of dissolution, all chapter funds will be given to the Beta Theta Pi Foundation to be put to use in furthering leadership development.

Article Three – The Executive Council

- Section 1: The purpose of the Executive Council is to facilitate the operation of the Chapter, to aid in the control of its finances, to prepare business in order that chapter meetings may be as orderly and as effective as possible, and to provide in all other ways possible for the businesslike administration of chapter affairs and policies.
- Section 2: The Executive Council shall consist of seven voting members: The Chapter President, Vice President of Operation, Treasurer, Secretary, Risk Manager, Pledge Educator, and Recruitment Chairmen.
- Section 3: The Executive Council will meet weekly to conduct business and the meeting is open to all active members, but they are not granted voting permission.
- Section 4: All findings and proceedings of the Executive Council shall be reported to the chapter.
- Section 5: The Executive Council has the power to conduct any business without consulting the Chapter if a situation arises where the consent of the Chapter is not needed or is inconvenient. (i.e. summer vacation or any situation that is in direct violation of the

standards of the university, local chapter, or general fraternity and must be taken care of accordingly.)

Section 6: In order for a member to be eligible for the Executive Council, he must have already held a chair position (pledge class officer position is valid). In order for a member to be eligible for the office of President, he must already have served on the Executive Council.

Section 7: If a chapter member feels that a member of the Executive Council is not fulfilling his duties and should be removed, then that member should go to a member of the Executive Council and explain his reasons. The Executive Council members not up for removal will vote whether or not to bring the officer in front of the Chapter for removal.

Section 8: If the Executive Council votes to bring the officer in front of the Chapter, then it will take a 85% Chapter vote to remove the brother from office.

Section 9: At least one representative from the Executive Council is required to be present at all ceremonies and chapter functions, including pledge education meetings.

Article Four – The Kai Committee

Section 1: The primary purpose of the Committee is to provide self-governance within the Chapter through education and to hold members accountable for any action that violates local bylaws, general fraternity policies, university codes, state and local laws, and most importantly Beta Theta Pi ritual.

Section 2: The secondary purpose of the Committee is to serve as the Brotherhood Committee. The Kai Committee is in charge of formulating all brotherhood events.

The Brotherhood Committee has the following duties:

- To set up three alcohol free brotherhood events per semester. (i.e.: paintball, laser tag, putt-putt, card tournament, golf outing, etc.)
- To set up and encourage events that will aid in improving the brotherhood of the Epsilon Gamma Chapter.
- To work with the Intramural chairman and set up brotherhood sporting events each semester.

Section 3: The tertiary purpose of the Kai Committee is in charge of coordinating the Kick Off Weekend every fall.

Section 4: The Kai Committee consists of five members: the Vice President and no more than one member from each pledge class. The official class representative votes in the meetings while the alternate steps in when the representative cannot perform his duties (The President is the Alternate for the Vice President) The four representatives from each class vote and the Vice President votes in the case of a tie. Each Kai

Committee member is elected via the same process as the cabinet. *NOTE: One member of the committee will serve as the secretary, and will take minutes on each meeting and present the minutes to the vice president for documentation. The minutes will follow the form outline in the Epsilon Gamma Code.*

Section 5: The Kai Committee members must be respected active brothers with voting rights with no more than one Kai Committee violation in the past that exceeded the second step, or more than four violations of lesser degree. Once a member exceeds his violation limits, he is no longer eligible to serve on the committee. If he is on the committee, he will be removed and a new member will be elected to join the committee. The Kai Committee members are not on the committee to make personal decisions about situations, they are there simply to uphold our bylaws and ritual.

Section 6: If a member of the Kai Committee or a member of the Executive Council feels a member of the Kai Committee should be removed, then the Executive Council votes to decide whether or not to call a vote in front of the chapter to remove the Kai Committee member. If the Executive Council votes to bring a kai committee member in front of the chapter for removal, then it will take a 85% chapter vote to remove the member from the Kai committee. Any Kai Committee member that is deliberately going against clearly stated standards in the bylaws and ritual of this fraternity should be considered for removal.

Section 7: The Kai Committee shall meet at least bi-weekly, and any member may be requested to attend. In order for a Kai Committee meeting to take place there must be at least 3 members present, not including the chairman.

Section 8: In order for a case to be heard by the Kai Committee, it must be recommended to either the Vice President, to any Kai Committee member, or to the President. Cases may be recommended to the Kai Committee by the following:

- A committee member seeing a potential problem or being witness to a situation which is a violation of policy
- An initiate who has a personal complaint or chapter concern
- An associate member or chapter member who has a personal complaint or chapter concern

WHEN A PERSON IDENTIFIES A CASE AND BELIEVES A MEMBER OR MEMBERS SHOULD BE BROUGHT IN FRONT OF THE KAI COMMITTEE THAT PERSON'S IDENTITY WILL BE KEPT IN STRICT CONFIDENTIALITY UNLESS THE PERSON AND KAI COMMITTEE FEELS HIS IDENTITY NEED NOT BE KEPT CONFIDENTIAL.

Section 9: STEPS OF ACTION—(1) The Kai Committee meets to decide whether or not a case should be heard. If a case is to be heard, they meet and discuss both the problems and appropriate forms of action. (2) If necessary, the committee will ask for the individual(s) involved to address the committee, stating their sides of the situation. (3) After the committee has heard all information, appropriate action or sanctions

should be taken. (4) It is essential that all actions of the committee are documented for the future. Previous case precedence should be followed as a matter of consistency, but it is not required. (5) The committee will update the member(s) that brought the situation to the Kai Committee in order to explain to them the reasons for the decision.

JUST BECAUSE A MEMBER IS CALLED TO THE KAI COMMITTEE, IT DOES NOT MEAN THAT HE IS BEING ACCUSED. IT SIMPLY MEANS THAT HIS SIDE OF THE STORY IS REQUESTED.

Section 10: How negatively brothers actions have affected the well-being of the house and how contradictory the actions are in accordance to the ritual and bylaws should determine the severity of his punishment. If a member violates a third or fourth step Kai violation, as outlined in the Epsilon Gamma Code, then the Kai Committee has the authority to enforce any sanction they deem necessary. If a member is continuously violating first or second step Kai violations, then a member of the Chapter can move to hold a Chapter vote to remove a member from the role. In this case, it requires a 85% majority of voting chapter members to remove a member from the role.

Section 11: There are four different steps of violation of the Kai Committee. The first step involves violations that bring minute consequences, while the fourth step involves violations that are extremely severe and can have consequences that can destroy the Chapter. The violations of each step are outlined in the Epsilon Gamma Code, and the Kai Committee must use good discretion to place any violation not clearly stated under each step.

Section 12: APPEAL PROCESS--The Kai committee speaks for the chapter and handles problems internally, and the committee's decisions are to be respected and not taken personally. The Kai Committee's decision can be appealed to the Executive Council. The Executive Council hears the side from the member(s) given the sanction, and then they hear an explanation from the Kai Committee. The Executive Council must decide whether or not the sanction given by the committee is justified, due to violations of the party in question. If the Executive Council feels the Kai Committee unjustly sanctioned a member, by a vote of 5 out of 7 members of the Executive Council, then the appeal is accepted. Then the Executive Council comes up with an amendment to the Kai Committee sanction, which will be brought in front of the Chapter. It is extremely important for the Executive Council not to act as the Kai Committee by deciding whether a sanction was too severe or too light, but they are to simply determine whether or not the sanction came because of violations to Beta policies or not. If 70% of the Chapter votes to accept the Executive Council's amendment, then the sanction will change. If a 70% majority fails to accept the amendment, then the original sanction stands. A member can only appeal a sanction once to the Executive Council.

Section 13: If a brother has to miss a meeting with a valid excuse, the Vice President must be notified 24 hours in advance. In the event that no notice of absence is given, the

member in question forfeits his right to speak before the committee, and sanctions may be levied.

Article Five – Officer Duties

Section 1: All elected officers are required to read these bylaws and to perform their respective duties and responsibilities as set forth.

Section 2: DUTIES OF THE PRESIDENT

- A. To call and preside over all chapter meetings, and to run chapter meetings in an orderly fashion by recognizing and encouraging others to recognize each member with snaps after each brother gives a report. It is up to the President's discretion to decide whether or not a motion to vote is acceptable according to our rules and regulations.
- B. To act as the Chapter's official delegate to the General Convention.
- C. To act as a liaison between the Chapter and the chapter advisors as well as with the General Fraternity, University Officials, and community leaders.
- D. To represent the Chapter at Interfraternal functions, campus fraternal activities, and any occasions of similar nature, including all IFC and IGC meetings.
- E. To coordinate the development of Chapter goals at the beginning of the school year and to report on the status of the Chapter in the annual report at the end of the academic year.
- F. To serve as the chairman of the Executive Council.
- G. To make all Chapter decisions, with the support of Alumni and the General Fraternity, that will promote the safety and security of the Epsilon Gamma Chapter.

Section 3: DUTIES OF THE VICE PRESIDENT

- A. To preside at Chapter meetings in the absence of the President.
- B. To serve as chairman of the committee cabinet.
- C. To keep a checklist of the General Fraternity Award Requirements, and make sure each committee is doing all they can to meet these requirements.
- D. To act as President in case of his absence.
- E. To assist the President in all duties that he may desire assistance.
- F. To coordinate the activities of the different committees and chairmen in order to facilitate the smooth running of the fraternity and to ensure that each is properly doing his job to the fullest and **most importantly**, documenting the information for future reference.
- G. To act as liaison, along with the President, between the chapter and its advisors, the General Fraternity, and University Officials.
- H. To promote the involvement of chapter brothers in IFC, Student Government, and other campus and community organizations.

- I. The Vice President must give a presentation to each pledge class early in the pledge period that emphasizes these bylaws and the structures of the chapter committees, Executive Council, the Chapter, and the Epsilon Gamma Code.
- J. To serve as chairman of the Kai Committee.
- K. To keep a binder of records that records all Kai Committee meetings. The binder must contain the following: Dates of meetings, committee members present, brothers called, brothers absent, reasons for each brother being present, discussion, and sanctions. This information is to be collected by the secretary of the committee, and is to be recorded consistently from year to year.
- L. To run the Kai Committee meetings and make sure the Kai Committee operations follow the outlined steps as stated in Article 8.
- M. To serve as the chairman of the Brotherhood Committee

Section 5: DUTIES OF THE TREASURER

- A. To prepare the Chapter's annual financial budget in conjunction with the Chapter Financial Advisor.
- B. To collect payments from all Chapter members by the seventh week of the semester.
- C. To present a yearly dues proposal to be voted on each year.
- D. To pay all bills promptly so that advantage is taken of all discounts.
- E. To present the financial records of the Chapter in good working order.
- F. To submit the names of members delinquent in paying their bills to the President and to the Kai Committee.
- G. To monitor and control each committee chairman's use of his portion of the budget in order to keep within limits.
- H. To require members with outstanding balances from the previous semester to sign the *Beta Theta Pi Promissory Note* at the beginning of each semester.
- I. To ensure that the Chapter has an excellent financial rating from the Assistant General Treasurer of Beta Theta Pi.
- J. To coordinate efficient fundraisers with the fundraising chairman

Section 6: DUTIES OF THE SECRETARY

- A. To send monthly and annual reports/correspondence to the Administrative Office.
- B. To send articles to *The Beta Theta Pi Magazine* along with pictures when appropriate.
- C. To send thank you and congratulation letters to all parents, University Officials, General Fraternity, Fraternities, Sororities, or any group or individual when a letter is so needed.
- D. To initiate and answer any correspondence requested by any Chapter member.

- E. To send shingle orders, notice of admission, pledge cards, and initiation forms to the Administrative Office within one week of pledging or initiation.
- F. To make sure that all necessary Chapter stationary is on hand.
- G. To keep record of all thank you letters, awards, chapter newsletters, and other publications.
- H. To work with the Historian in keeping a running library at the chapter house that contains all books, *Beta Theta Pi Magazines*, and local and national newsletters.
- I. To work with the Historian and aide him in the formation of the yearly scrapbook.
- J. To gain all information from active members and current pledges each semester in order to keep the Chapter bio updated.
- K. To create an agenda for all Chapter meetings that is given to all members before the meeting begins.
- L. To put all minutes from the Executive Council meeting on the Beta-E-News.
- M. To record and keep record of minutes at all Chapter meetings.
- N. To take and record roll at all Chapter meetings, and to report to the Kai Committee any members who fail to meet the requirements for Chapter meeting attendance as described by these bylaws.
- O. To be responsible for the keeping of the official Roll Book of the Epsilon Gamma Chapter, and to ensure that each member completes his information directly after initiation and before graduating.
- P. To coordinate the formation of any applications or packets that the chapter is obligated or available to create. (i.e. Sisson, Select 2000 Packet, Knox, etc.)

Section 7: DUTIES OF THE RISK MANAGER

- A. To ensure that Beta Theta Pi's risk management policy is implemented at each chapter event.
- B. To continually educate the chapter on risk management by presenting articles and problems that have developed because of risk management violations.
- C. To bring a guest speaker in front of the chapter on risk management at least three times a year.
- D. To coordinate a risk management workshop that is open to people outside the chapter.
- E. To bring a guest speaker on drug and alcohol awareness in front of the chapter at least once a year.
- F. To oversee all recruitment and pledge related activities and to inform all active members of acceptable practices, and to stop all unacceptable practices immediately and to report all violations to the kai committee.
- G. To submit all required risk management documentation to the administrative office.

- H. To authorize the workings of the social committee, ritual committee, and any other committee that requires risk management, according to the local and national risk management policies.
- I. To head the sober brother program and coordinate designated drives for each chapter event that involves alcohol.

Section 8: DUTIES OF THE PLEDGE EDUCATOR

- A. To work as a liaison between the Chapter and each pledge class.
- B. To schedule and reside over all pledge meetings.
- C. To develop all pledge class members as Beta's, in accordance with our bylaws and ritual.
- D. To teach the lore of the Beta Theta Pi Fraternity as outlined in the *Son of the Stars* book, as well as the workings and history of the Epsilon Gamma Chapter.
- E. To work with the Pledge Class Executive Council in fulfilling all pledge goals that are given to them at the start of the pledge period.
- F. To report to the Chapter all activities and workings of the pledge class so that actives and pledges work with each other during the pledge period.
- G. To be responsible for the selection of big brothers for each pledge that will assist each pledge in the most efficient way towards development as a member of Beta Theta Pi.
- H. To follow the same documented pledge program of the previous pledge educator as a matter of consistency.
- I. To make sure the pledge class follows the study hour and grade check policies outlined in the Academic Plan.

Section 9: DUTIES OF THE RECRUITMENT CHAIRMAN

- A. To recruit value centered leaders that encompass aspects from our ritual and bylaws that can improve the well being of the Epsilon Gamma Chapter.
- B. To reply and keep on file all recruitment recommendations in the form of correspondence from alumni of this or any other chapter.
- C. To use the recruitment committee to plan and organize all recruitment events.
- D. To maintain a list of all potential members that the chapter may be interested in.
- E. To ensure that no recruitment efforts involve alcohol what so ever.
- F. To be familiar with the CMU Interfraternity Council recruitment regulations and to present to the chapter these regulations and all other pertinent information deemed necessary for successful recruitment.
- G. To develop a recruitment calendar of events and distribute this calendar to the executive council before the start of each semester so the information can be included on the active calendar.
- H. Give a Recruitment Workshop (designed by the General Fraternity) for each pledge class each semester.

- I. Organize a transitional recruitment event towards the end of the Fall and Spring semesters.
- J. Create detailed recruitment information sheets that should be filled out by all potential members that must be certified by the vice president.
- K. Acquire a picture of all potential members that can be used via power point so that the chapter has a clear idea of who is being debated on for bids.
- L. Incorporate at least one recruitment event with a sorority each semester.
- M. Present an outlined recruitment workshop to the chapter that is certified and documented for the general fraternity.

Section 10: DUTIES OF THE SCHOLARSHIP CHAIRMAN

- A. To know the academic standing of all brothers and pledges and to inform those on academic probation or suspension concerning the circumstances of their situation in accordance with the academic plan. *See attached Academic Assistance Plan*
- B. To set up tutors or any other academic assistance for any brother that is in need.
- C. To set up a study hour proctor program that requires all active brothers to participate in the academic development of all Epsilon Gamma brothers.
- D. To keep track of all study hours and to report to the kai committee members that do not meet requirements outlined by the Academic Plan.
- E. To attend all Scholarship Round Tables that are set up by IFC or the University.
- F. To keep confidential the academic standings and information of all brothers of Epsilon Gamma.
- G. To schedule a guest speaker at least once a year on any one of the following: time management, interviewing skills, resume writing, writing skills, etc.
- H. To work to ensure that 90% of chapter members are in good academic standing as outlined by the Academic Plan.

Section 11: DUTIES OF THE RITUAL CHAIRMAN

- A. To procure all ritual equipment.
- B. To be responsible for ensuring that all songs and parts are known for all rituals.
- C. To ensure that all rituals are performed with dignity and in correlation with all General Fraternity, IFC, and state policies.
- D. To schedule ritual rehearsals prior to all performances of the Ritual of Beta Theta Pi.
- E. To schedule an "Eye of Wooglin" once a month.
- F. To ensure that ritual regalia is properly stored, secured, and cared for.
- G. To educate newly initiated members on the objects, emblems, and insignia following the formal initiation ceremony.

- H. To ensure that adherence to prescribed procedures, performances, and proper use of all ritual regalia and equipment at all ceremonies as prescribed in Chapter VIII of the Laws of Beta Theta Pi.

Article Six – Duties of Committee Chairs

- Section 1: All elected chairmen are required to read these bylaws and to perform their respective duties and responsibilities as set forth in the Epsilon Gamma Code. Most importantly, they must document their work for future use, as well as fill out general fraternity award applications that might fall under his committee by June 1st.
- Section 3: All committee chairmen must create a working committee that is to be used and consulted with on each activity presented to the Chapter.
- Section 4: All committee actions not clearly defined by these by-laws or by the Epsilon Gamma Code must be authorized by the Vice President of Operations before any business takes place.
- Section 6: All committee chairmen are to report to the Chapter the workings of the committee, and they are to discuss major events with the Chapter rather than just reporting what was discussed in the committee meetings. Further still, the committee chairmen must not strictly use the Chapter for discussion on minor issues, but as a consultant concerning multiple ideas.

Article Seven– Pledging Requirements

- Section 1: There shall be two pledge periods per year; one in the fall and one in the spring. The pledge period shall last eight to ten weeks.
- Section 2: To receive a bid for pledging, a prospect must gain the approval of 67% of the active membership of the chapter in good chapter.
- Section 3: Any pledge that has a third or fourth step Kai Committee violation, shall immediately be depledged. Depledging is parallel to removing a member from the roll, meaning they are never to be associated with the Fraternity. If a pledge has a first or second step Kai Committee violation, he will be brought in front of the chapter for depledging, and he will remain a pledging member if 85% of the voting members vote to keep him in.
- Section 4: To be eligible for a bid of membership from the Epsilon Gamma Chapter, an individual must have a cumulative 2.7 GPA, or must be on track to get a 3.0 during the semester.

Section 5: At the eighth week of the semester, the pledges are required to have a grade check of each class.

Article Eight - Amendments

Section 1: Amendments to these bylaws will require a 67% approval of all voting members.

Section 2: Amendments will not be in affect until the following semester, unless 85% of the voting members approve the amendment implementation immediately.

Section 3: In order for an amendment to pass, three things must occur:

1. The member(s) proposing the amendment must present it to the Executive Council at an EC meeting. The Executive Council votes whether or not the amendment is worth bringing in front of the Chapter. It only requires a simple majority of the Executive Council to bringing the amendment in front of the chapter. If there is no majority, the amendment is not considered.
2. If the amendment is approved by the Executive Council, then the EC will announce at the following chapter meeting that an amendment has been proposed. The Chapter will vote whether or not to consider the amendment. It only requires a simple majority of voting members to approve the presentation of the amendment. NOTE: The actual content of the amendment is not voted on, just whether or not to consider the amendment for voting. The actual amendment is to be presented to all members so that they can look it over before the next meeting.
3. Finally, at the following meeting, the Chapter will discuss and vote whether or not to accept the amendment and amend these bylaws. It requires a $\frac{3}{4}$ majority of all voting members to pass an amendment. If a $\frac{3}{4}$ majority is not obtained, then the amendment is dead, meaning the same or very similar amendment cannot be proposed.