

ARTICLE I. Name and Purpose

SECTION 1.01 Name - The name of this organization shall be Sigma Tau Gamma.

SECTION 1.02 National Affiliation - Copy of the national constitution and laws included. "The rules and regulations of the national constitution shall be followed when not inconsistent with the rules and regulations of the University of Wisconsin-La Crosse. Rules and laws of the national fraternity, state of Wisconsin, city of La Crosse, and University of Wisconsin-La Crosse automatically supersede these local bylaws."

SECTION 1.03 Purpose - The purpose of this organization shall be:

- (A) To promote the welfare of its members as provided in the National Constitution and the Laws of the Fraternity which are based upon it.
- (B) To endeavor and promote the highest ideals of manhood, brotherhood, and citizenship.
- (C) To uphold the traditions and ideals of the University of Wisconsin-La Crosse.

ARTICLE II. Membership and Dues

SECTION 2.01 Eligibility - Membership shall be open to all male students enrolled at the University of Wisconsin-La Crosse upon mutual selection and payment of the dues as outlined in Section 2.03 .

SECTION 2.02 Restrictions - Membership will only be available to UW-L students; however, no person will be restricted because of age, race, creed, color, handicap, sexual orientation, developmental disability, national origin, ancestry, or marital status.

SECTION 2.03 Dues - Dues shall be subject to the establishment and adoption of the semester budget. Payment of national dues is required. National and local dues may differ per semester.

ARTICLE III. Officers

SECTION 3.01 Executive Officers - The officers shall be a President, Executive Vice President, Vice President of Finance, Vice President of Programs, Vice President of Membership, Vice President of Philanthropy and Secretary.

SECTION 3.02 Eligibility - The officers shall be full-time UW-L students who are in good standing with the chapter and are scheduled to be enrolled at the University of Wisconsin-La Crosse for the full academic year of their term. Officers must have a cumulative G.P.A. of 2.5/4.0 or higher.

SECTION 3.03 Elections -The officers shall be elected by secret ballot in November by a majority of the vote cast for that office. Nominations for office shall be made at the previous meeting.

SECTION 3.04 Term - The officers shall serve for one year and their term of office shall begin at the commencement of the spring semester.

SECTION 3.05 Vacancy - If a vacancy occurs in the office of President, the Executive Vice President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

SECTION 3.06 Judicial Board - The judicial Board shall consist of three initiated members elected by the chapter (one being the Executive Vice President) and one alternate, the chapter's faculty advisor, and the appointed alumni advisor. The judicial Board shall meet once a month.

ARTICLE IV. Duties of Officers

SECTION 4.01 President - It shall be the duty of the President to:

- (A) Preside at all chapter meetings.
- (B) Vote only in the case of a tie.
- (C) Review Executive goals once a month.

- (D) Serve as the identifiable head of the chapter.
- (E) Appoint committee chairpersons (subject to the approval of the Executive Committee.)
- (F) Serve as an executive member of all committees except the nominating committee.
- (G) Perform such other duties as ordinarily pertain to this office.
- (H) Attend National Presidents Academy
- (I) Meet with Greek advisors once per month
- (J) Attend monthly President's Meeting
- (K) Submit documents to head quarters as follows:
 - (I) Fall
 - 1) Opening Report - Sept. 30
 - 2) Associate Report - Oct. 15
 - 3) List of Initiates - Nov. 30
 - 4) Closing Report - Dec. 15
 - (II) Spring
 - 1) Opening Report - Jan. 30
 - 2) Associate Report - March 15
 - 3) List of Initiates - April 30
 - 4) Closing Report - May 15

SECTION 4.02 Executive Vice President - It shall be the duty of the Executive Vice President to:

- (A) Preside in the absence of the President.
- (B) Select members for each working group in the Executive Division
- (C) Govern the Executive Division
- (D) Represent chapter at Regional and National meetings.
- (E) Meet with Greek advisors once a month.
- (F) Oversee the scholarship, risk management, and public relations for the Chapter

SECTION 4.03 Vice President of Programs - It shall be the duty of the Vice President of Programs to:

- (A) Produce a calendar detailing all fraternal events.
- (B) Establish educational, scholarship, development, social education, and physical education programs.
- (C) Establish social events.
- (D) Oversee the intramurals, social, brotherhood, dining, and special events small chair positions.

SECTION 4.04 Vice President of Finance - It shall be the duty of the Vice President of Finance to:

- (A) Maintain the bank accounts of the chapter.
- (B) Keep all records which concern the chapter's financial and house operations.
- (C) Handle all disbursements.
- (D) Collect all money due to chapter.
- (E) Prepare all checks for signing by the proper officers.
- (F) Plan and implement all fund-raising projects.
- (G) Oversee the merchandise, - and fundraising small chair positions

SECTION 4.05 Vice President of Membership - It shall be the duty of the Vice President of Membership to:

- (A) Plan and execute chapter's recruitment program.

- (B) Present information to the chapter concerning potential associates.
- (C) Establish and maintain an associate program.
- (D) Oversee the initiation, recruitment, and new member education small chair positions

SECTION 4.06 *Vice President of Philanthropy*

- (A) Plan and execute an annual philanthropy event
- (B) Establish weekly service activities and opportunities
- (C) Establish charitable events
- (D) Oversee the positions of service and philanthropy chairs

SECTION 4.07 *Secretary* - It shall be the duty of the secretary to:
Record the minutes of all meetings.

- (A) Maintain a current roster of membership.
- (B) Conduct the general correspondence of the chapter.
- (C) Oversee the positions of chapter webmaster, communications, and chapter historian.

****Executive officers may delegate these duties to appointed small position holders officers****

ARTICLE V. Meetings

SECTION 5.01 Meetings - Regular meetings shall be held weekly during the regular school year at a place determined by the Executive Board unless otherwise noted

SECTION 5.02 Special Meetings - Special meetings may be called by the President with the approval of the Executive Committee.

SECTION 5.03 Quorum - A quorum shall consist of 2/3 of chapter membership who is eligible to vote.

SECTION 5.04 Parliamentary Authority - Robert's Rules of Order, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

SECTION 5.05 Voting - All duly initiated members in good standing shall attend and have voting privileges at chapter meetings.

SECTION 5.06 Judicial Board - The judicial Board shall meet before votes on consideration of membership, awards, White Rose court, and officer election for the express purpose of determining voter eligibility.

SECTION 5.07 Conduct - The use of alcohol, tobacco, and other controlled substances shall be prohibited in chapter meetings and any member determined under the influence of these substances will be asked to leave the chapter meeting.

ARTICLE VI. Executive Committee

SECTION 6.01 Responsibility - Management of this organization shall be vested in an Executive Committee who is responsible to the entire membership to uphold these bylaws.

SECTION 6.02 Membership - This committee shall consist of the officers as listed in Article III and the faculty advisor.

SECTION 6.03 Meetings - This committee shall meet at least once between regular meetings of the organization to organize and plan future activities.

SECTION 6.04 Quorum - A quorum of this committee shall consist of four members.

ARTICLE VII. Advisors

SECTION 7.01 Duties - The responsibilities of the advisors shall be to:

- (A) Advise and stimulate interest in the organization.
- (B) Provide guidance in the development and implementation of programs, scholarship, and activities.
- (C) Serve as a liaison between the University, community, alumni and the organization, interpreting, if necessary, University policy or philosophy.
- (D) Attend meetings and activities regularly.

ARTICLE VIII. Article VIII: Committees

SECTION 8.01 Special Committees - The President shall have the authority to appoint any committee, with approval of the Executive Committee, as need demands.

ARTICLE IX. Amendments

SECTION 9.01 Selection - These bylaws may be amended by two thirds, (2/3) majority vote of the chapter.

SECTION 9.02 Notice - All members shall receive advance notice of the proposed amendment at least five days before the meeting.

ARTICLE X. Amendments

SECTION 10.01 Chapter Risk Management Policy

- (A) Enacted January 24, 1999. Became Law May 2, 1999
- (B) Hazing and Sexual Abuse. Beta Kappa Chapter has zero tolerance for hazing and sexual abuse for it violates the beliefs that its members hold on how to live their lives. Any such actions will be cause for expulsion.

SECTION 10.02 Social Events

- ~~(A)~~ All Social events will be dry.
- (B) The Risk Management Director or any E-Board member shall have the authority to enforce and/or stop anything the violates this policy or in their best judgment deem unsafe.

SECTION 10.03 Every member and associate agrees it's their duty to promote a safe environment and follow Our Creed and Principals. Each member and associate is to sign

a copy of this policy that the President will maintain on file before being allowed to attend any social.

SECTION 10.04 *Small Chair Positions*

(A) Small chair positions fall beneath the purview of an Executive Board member. If the brother holding the small chair position is unable to fulfill their duties, the Executive Board member whose position oversees the small chair may replace the brother holding the small chair position with approval from the Executive Board

(B) PRESIDENT

(I) Sergeant at Arms

- 1) *Responsible for maintaining order and decorum of chapter during chapter meetings and chapter events.*
- 2) *Responsible for thorough knowledge of the Ritual Manuals*
- 3) *Coordinates ritual ceremonies*

(C) EXECUTIVE VICE PRESIDENT

(I) Scholarship

- 1) *They are the duties of the scholarship chair to oversee the academics of the fraternity members. Other duties include:*
- 2) *Reserving rooms for study hours during midterms and finals of each semester*
- 3) *Maintaining the chapter's test bank*
- 4) *Establishing a course schedule for each member*
- 5) *Arranging for outside help or tutor if a brother is in need*
- 6) *Appointing brothers as peer editors.*

(II) Risk Management

- 1) *Oversee the behavior, and assess any risks of the chapter members at any affiliated or non affiliated chapter events which active members are present.*
- 2) *Establish, maintain, and train the High Impact Team (HIT Squad)*
- 3) *Establish a phone tree for Crisis Management*

(III) University Relations

- 1) *Responsible for the promotion of the fraternity to the university and required to attend monthly meeting with Greek advisor.*

(IV) Alumni Relations

- 1) *Responsible for the communication to alumni of chapter happenings and the development and maintenance of the Alumni Association registry.*

(D) VICE PRESIDENT OF PROGRAMS

(I) Brotherhood

- 1) *To plan, set, and carryout weekly brotherhood activities.*
- 2) *Determining interested activities*
- 3) *This may require reserving adequate space for brotherhoods, preparing materials, cleanup of activities, or other arrangements depending on the activity.*
- 4) *Plan and execute a minimum of 3 meals as brotherhoods.*
- 5) *Maintain an attendance sheet at brotherhoods that are meals.*

(II) Intramurals

- 1) *Setting up of intramurals for interested active and eligible members*

(III) Special Events

- 1) *Plan and execute each semester's parents weekend and formal*

(IV) Social

- 1) *Establish social events with interested Greek chapters that promote the involvement and betterment of inter-chapter relations.*

(V) Dining

- 1) *Responsible for the preparation and service of chapter meals.*

(E) Vice President of Finance

(I) Fundraising

- 1) *To solicit funds for the chapter*
- 2) *To investigate means in which the chapter may raise funds for special events or to off-set due expenses*

(II) Merchandising

- 1) *To design and order merchandise for active members.*

(F) VICE PRESIDENT OF MEMBERSHIP

(I) Initiation

- 1) *To oversee the initiation process.*
- 2) *Work with Sergeant at Arms for ritual and practice.*
- 3) *Plan and execute other events of weekend such as car arrangements, activities and programming, meals, and establishing locations for all activities.*
- 4) *Chair person of Initiation committee.*

(II) New Member Education

- 1) *Responsible for new member education and the teachings of the Path of Principles to all associate members*

(III) Recruitment

- 1) *Plan and execute a recruitment plan for each semester*
- 2) *Chair person of the recruitment committee*

(G) VICE PRESIDENT OF PHILANTHROPY

(I) Service

- 1) *Responsible for the oversight of local service activities and projects. (Examples include: Relay for Life, Boys and Girls Club, Ghoulees in the Coulees, or Rotary Lights)*

(II) Philanthropy Program Director

- 1) *Responsible for planning one large scale philanthropy event each semester*

(H) SECRETARY

(I) Communications

- 1) *Responsible for the promotion of the fraternity in campus and community newspapers*
- 2) *Responsible for Fraternity newsletter*

(II) Webmaster

- 1) *Responsible for the maintenance and development of the chapters website*

(III) Historian

- 1) *Responsible for collecting photos*
- 2) *Responsible for the maintenance of the chapter's bulletin board.*

Revised November 2008