

By-Laws
of the
Theta-Rho Chapter
of
Tau Kappa Epsilon



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Article I. Identity

Section 1.01 Name

The name of this organization shall be the Theta-Rho chapter of the Tau Kappa Epsilon International Fraternity (hereinafter referred to as “the Theta Rho chapter”).

Section 1.02 National Affiliation

The Theta Rho chapter specifically adopts, accepts, and acknowledges the International Constitution and the International Bylaws and Traditions (hereinafter referred to as “the Black Book”) of Tau Kappa Epsilon Fraternity.

Section 1.03 Purpose

The Theta Rho chapter exists in hopes of contributing to the advancement of society through the personal growth of our members as well as their service to others.

Article II. Membership

Section 2.01 Associate Eligibility

In order for a person to be eligible for membership in the Theta Rho chapter, he must meet the following qualifications:

- (a) A minimum established GPA of 2.6 on a 4.0 scale.
- (b) Financial ability to pay initiation fees and dues.
- (c) Recruitment Standards defined in Section 8.01 paragraph (a).

Section 2.02 Bidding Process

The following process must be performed in order to extend a bid to a potential new member:

- (a) A potential new member’s name and qualifications must be presented to the chapter during a Regular Meeting.
- (b) The Potential New Member must then be interviewed by the Membership Quality Board in accordance with Section 8.09.

- (c) Following the Membership Quality Board interview, at the next regular meeting, the potential new member's merits will be discussed, after which the chapter will move to vote on extending a bid to the potential new member.
- (d) The Recruitment Chairman and the Hegemon have authority to extend bids without a vote of the chapter.
- (e) If the potential new member accepts the bid, he will be required to attend a pinning ceremony within 14 days, whereat he will then be known as an associate member.

Section 2.03 Full Initiation of Associates

In order for an associate to become a full member, he must perform the following:

- (a) Satisfactory completion of the new member education program as determined by the Hegemon
- (b) Payment of all new member fees
- (c) Regular attendance at chapter meetings and events
- (d) Be unanimously approved by the current active members.

Section 2.04 Duties of Membership

Each member must perform the following basic duties:

- (a) Pay dues on time.
- (b) Attend all chapter meetings, unless an absence is granted by the Prytanis.
- (c) Attend member retreats.
- (d) Maintain a GPA meeting the standards of the Department of Campus Involvement.

Article III. Officers and Chairmen

Section 3.01 Executive Board

The Executive Board shall be composed of the following positions:

- (a) Prytanis
- (b) Epiprytanis
- (c) Grammateus
- (d) Crysophylos

- (e) Histor
- (f) Hypophetes
- (g) Pylortes
- (h) Hegemon

Section 3.02 Officers Term

Officers shall be installed within three weeks of an election, for a term lasting one year.

Section 3.03 Eligibility of Officers

In order to be eligible for an officer position, a candidate must meet the following requirements:

- (a) Be in good financial standing.
- (b) A minimum cumulative Grade Point Average of 2.5 on a 4.0 scale.
- (c) Be nominated by another member.

Section 3.04 Election of Officers

Officers are to be elected with the following procedure:

- (a) Elections of the Officers shall take place during a regular meeting within the last four weeks of Fall Semester.
- (b) Two weeks prior to an election taking place, the outgoing Prytanis must announce the date of the election and a description of each office.
- (c) One week prior to an election taking place, during a regular meeting, the Prytanis must open the floor for nominations of candidates for a particular office. A nomination for a particular office also includes all positions lower in the hierarchy defined in Section 3.01
- (d) During the election meeting, each candidate shall have five minutes to address the chapter. After the address, the chapter may question the candidate. During a candidate's address and questioning, all other candidates must leave the room. No candidates are permitted in the room while discussion and voting take place.
- (e) Voting for each office shall be open to active and associate members by use of the secret sign. Officers are elected by absolute majority.
- (f) If no candidate receives absolute majority, the candidate with the fewest amount of votes will be eliminated, and a new round of voting will take place. This process will continue until a candidate receives absolute majority.

Section 3.05 Removal of Officers

If an officer fails to complete any of his duties, he may be removed with the following procedure:

- (a) At a Regular Meeting, a member must move to remove an officer. The member must present evidence of the officer's failure to complete his duties.
- (b) A motion to remove an officer requires 2/3 approval by all active members, not just those present at the meeting.

Section 3.06 Officer Vacancies

In the event of an office becoming vacant, the following procedure must be taken:

- (a) If there is a pressing need, the Prytanis may temporarily appoint a member to fill the vacant office for no more than two weeks.
- (b) At the next Regular Meeting immediately following a vacancy, the Prytanis must open the floor for nominations to the vacant office.
- (c) At the next Regular Meeting immediately following nominations, elections shall take place using the process defined in Section 3.04 "Election of Officers", Paragraphs (d), (e), and (f).

Section 3.07 Overall Duties of Officers

All Officers must complete the following:

- (a) Attend all meetings of the Executive Board. Under special circumstances, absences may be approved by the Prytanis.
- (b) Prepare a report of progress on duties and goals at each Regular Meeting

Section 3.08 Duties of the Prytanis

The Prytanis must perform the following:

- (a) All duties as defined in Article VII Sec. 4 of the Black Book.
- (b) Appoint and/or remove chairmen of the committees as outlined in Section 5.04 "Chairman Appointment".
- (c) Serve as a voting delegate to the St. Cloud State University Interfraternal Council (IFC), unless delegated to another member.
- (d) Serve as the primary point of contact with offices of St. Cloud State University and the offices of the Grand Chapter.

- (e) Serve as the official chapter delegate to the Grand Conclave, unless delegated to another member with approval from the chapter.
- (f) Preside over the Executive Board.
- (g) Plan the biannual member retreats as defined in Section 4.05 "Retreats".

Section 3.09 Duties of the Epiprytanis

The Epiprytanis must perform the following:

- (a) All duties as defined in Article VII Sec. 5 of the Black Book.
- (b) Amend the bylaws with changes as approved by the chapter.
- (c) Preside over the Board of Chairmen.
- (d) Serve as voting delegate to the IFC in the absence of the Prytanis.
- (e) Ensure a copy of the Black Book and these Bylaws are present at all meetings of the Chapter.

Section 3.10 Duties of the Grammateus

The Grammateus must perform the following:

- (a) All duties as defined in Article VII Sec. 6 of the Black Book.
- (b) Document all motions carried by the chapter.
- (c) Prepare an agenda for each meeting of the Chapter to include reports from chapter Officers, chairmen, IFC delegates, motions to be presented, and previously unfinished business. These agendas are to be made available to members at each meeting.
- (d) Maintain registration with the University by meeting all requirements as dictated by the St. Cloud State Department of Campus Involvement (DCI), including registering on CollegiateLink.
- (e) Distribute minutes to members within 24 hours of meetings.
- (f) Manage electronic communications such as website, email, social media, and CollegiateLink.
- (g) Create a list of active members' contact information to be distributed within the first month of each semester to all active members.
- (h) Assist the Prytanis in preparing the Annual Report and any applications for Chapter awards, both due to the Offices of the Grand Chapter each spring.

- (i) Notify the Offices of the Grand Chapter with a roster of the newly elected officers within 10 days of officer elections.

Section 3.11 Duties of the Crysophylos

The Crysophylos must perform the following:

- (a) All duties as defined in Article VII Sec. 7 of the Black Book.
- (b) Submit an annual financial report to the Offices of the Grand Chapter in accordance with Chapter XII Sec. 2 of the Black Book.
- (c) Make a report in writing to the chapter at the third meeting of every month of all account activities.
- (d) Prepare a budget each semester in collaboration with the Executive Board.
- (e) Keep an accurate record of all financial transactions.
- (f) Collect and process membership dues and fees.
- (g) Disburse funds promptly.
- (h) Ensure all initiate fees are remitted to the Offices of the Grand Chapter in a timely manner.

Section 3.12 Duties of the Histor

The Histor must perform the following:

- (a) All duties as defined in Article VII Sec. 8 of the Black Book.
- (b) Capture photographs, videos, and other pertinent documents of all chapter events.
- (c) Report to the chapter all correspondence with Alumni.
- (d) Create a scrapbook by the end of each year documenting the activities of the chapter for the preceding year.
- (e) Create and submit a newsletter to all Alumni at least once per semester.
- (f) Provide information on activities of the chapter to University publications such as a campus newspaper, university website or blog, or University Greek Life offices.

Section 3.13 Duties of the Hypophetes

The Hypophetes must perform the following:

- (a) All duties as defined in Article VII Sec. 9 of the Black Book.

- (b) Coordinate rehearsals of rituals as necessary or requested.
- (c) Promote chapter morale and brotherhood.
- (d) Promote high academic achievement via counseling, incentivizing, and/or tutoring members.
- (e) Encourage participation in chapter events. Track attendance as needed.

Section 3.14 Duties of the Pylortes

The Pylortes must perform the following:

- (a) All duties as defined in Article VII Sec. 10 of the Black Book.
- (b) Submit risk management and emergency preparedness plans to the University as required by St. Cloud State University Department of Campus Involvement policies.
- (c) Setup and arrange the meeting room of the chapter. Clear the room after each meeting.
- (d) Arrange for speakers on special topics at chapter meetings.
- (e) Perform special assignments as requested by the Prytanis, Executive Board, or chapter.

Section 3.15 Duties of the Hegemon

The Hegemon must perform the following:

- (a) All duties as defined in Article VII Sec. 11 of the Black Book.
- (b) Coordinate registration of new members with the Offices of the Grand Chapter.
- (c) Initiate the process of inducting members into Order of the Founders, Knights of Classic Lore, and Fraternity for Life as determined by standards set forth by the Membership Quality Board as defined in Section 8.01 Paragraph (b).
- (d) Select Big Brothers jointly with the Prytanis.
- (e) Coordinate the activities and events which make up the new member initiation weekend.

Article IV. Meetings

Section 4.01 Quorum

Quorum shall be defined as more than half of active members.

Section 4.02 Regular Meetings

- (a) Regular Meetings are to be held weekly at a day, time, and location determined by chapter vote at the beginning of each semester.
- (b) In special circumstances of emergency or necessity, the Prytanis may change the location of a meeting, provided the chapter is notified of the location change.

Section 4.03 Formal Meetings

Formal Meetings shall be held on the first meeting of each calendar month or when a ritual ceremony is needed.

Section 4.04 Special Meetings

Special Meetings may be called by the Prytanis only if the following conditions are met:

- (a) A written request is submitted to the Prytanis by not less than one quarter of the chapter. This request must contain a day, time, location, and purpose for the meeting.
- (b) There is a specific need for the meeting to take place.
- (c) The chapter is notified 24 hours in advanced of the meeting.
- (d) A quorum is present at the special meeting.

Section 4.05 Retreats

- (a) Members of the fraternity shall have a retreat every winter and every summer at a place and time to be voted upon by the chapter.
- (b) It is the duty of the Prytanis to organize the logistics of retreats once approved by the chapter.

Section 4.06 Attendance Requirements and Voting Rights

- (a) Every member shall be present at every regular meeting unless excused personally by the Prytanis upon written or verbal application 8 hours prior to the meeting.
- (b) Special exceptions will be made by the Prytanis in the case of medical or family emergencies.
- (c) All excused absences must be recorded by the Grammateus and reflected in the meeting minutes.
- (d) For every meeting that a Frater is absent without excuse as defined in paragraph (a) and (b) and as recorded in (c), he shall not be permitted to vote for an equal number of meetings thereafter.

Article V. Committees

Section 5.01 Regular Standing Committees

The following committees shall perpetually exist:

- (a) Recruitment Committee
- (b) Philanthropy Committee
- (c) Fundraising Committee
- (d) Social Committee

Section 5.02 Special Committees

Special Committees may be created using one of the following procedures:

- (a) The Prytanis may create special committees at will. He must submit to the chapter explicit duties for the committee to perform.
- (b) During a regular meeting, members may move to create a committee by majority vote of the chapter. The motion must include explicit duties for the committee to perform.

Section 5.03 Committee Composition

Every committee must be composed of not less than three active members, in addition to the committee chairman.

Section 5.04 Chairman Appointment

Regular and Special Chairmen are to be appointed by the Prytanis at the beginning of each semester.

Section 5.05 Chairman Duties

Each Chairman must perform the following:

- (a) Recruit not less than three active members to join the committee.
- (b) Report at each Regular Meeting the minutes of the committee.
- (c) Schedule weekly meetings and reserve a location. Exceptions may be granted by the Epiprytanis.
- (d) Attend all Board of Chairmen meetings. Special exceptions may be made by the Epiprytanis.

- (e) Ensure the committee is performing the general duties outlined in Section 5.08 “Overall Committee Duties”.
- (f) If the committee is a Regular Standing Committee, ensure the committee is performing its respective duties as outlined in Section 5.09, 5.10, 5.11, or 5.12.
- (g) If the committee is a Special Committee, ensure the committee is performing its duties as defined when the committee was formed.

Section 5.06 Chairman Removal

A Chairman who does not adequately perform the duties as defined in Section 5.05 “Chairman Duties” shall be subject to immediate removal by the Prytanis.

Section 5.07 Board of Chairmen

- (a) Each Regular and Special Chairman shall be a member of the Board of Chairmen.
- (b) The Board of Chairmen shall be chaired by the Epiprytanis.
- (c) The Board of Chairmen shall meet weekly during the school year, unless otherwise declared by the Epiprytanis.

Section 5.08 Overall Committee Duties

Every committee must perform the following:

- (a) Meet on a weekly basis.
- (b) Act on motions referred to them by the chapter.
- (c) Prepare relevant motions to be presented to the chapter.

Section 5.09 Recruitment Committee Duties

The Recruitment Committee must perform the following:

- (a) By the end of each semester, submit to the chapter for consideration, a recruitment plan for the following semester. This plan must include dates, times, and locations of events, in addition to the cost of each event.
- (b) Act upon recruitment plans as approved by the chapter.
- (c) Oversee and plan recruitment events.

Section 5.10 Philanthropy Committee Duties

The Philanthropy Committee must perform the following:

- (a) Plan philanthropic events. Submit event proposals to the chapter for approval.
- (b) Maintain contact with philanthropy chairs and committees of other fraternities and sororities.
- (c) Report to the chapter all monies raised through philanthropic events.
- (d) See to it that monies raised is promptly transferred to the charitable organizations or cause it was intended for.

Section 5.11 Fundraising Committee Duties

The Fundraising Committee must perform the following:

- (a) Plan fundraising events. Submit event proposals to the chapter for approval.
- (b) Act upon fundraiser event proposals.
- (c) Report to the chapter all monies earned through fundraising events and services.

Section 5.12 Social Committee Duties

The Social Committee must perform the following:

- (a) Plan recreational events. Submit event proposals to the chapter for approval.
- (b) Maintain contact with social committees and chairpersons of other fraternities and sororities.
- (c) Act upon social event proposals.
- (d) Plan and oversee a formal celebration event every semester.

Article VI. Chapter House

Section 6.01 Eligibility

In order for a member to be eligible to live in the chapter house, he must meet the following qualifications:

- (a) Be in good financial standing.
- (b) Have an income sufficient to pay rent, utilities, and supply costs.
- (c) Meet any additional qualifications as determined by the rental company
- (d) In the event of more members wanting to live in the house than are rooms, the members with the lowest scroll number will have priority.

Section 6.02 House Member Responsibilities

Each member of the chapter house must perform the following:

- (a) Pay rent, house bills, and utilities on time.
- (b) Complete chores as required by the House Committee. Failure to complete chores will result in a \$10 fine per week that the house chore is not completed.
- (c) Pay on time any additional fees or supply expenses as required by the house committee.

Section 6.03 House Manager

- (a) The House Manager is to be elected by members living in the house at the start of each lease period.
- (b) The House Manager shall chair the House Committee
- (c) The House Manager is responsible for paying bills and utilities on behalf of the house members.

Section 6.04 House Committee Requirements

Sections 6.05 through 6.07 may be invoked by a majority vote of the house members at the beginning of each lease period, to expire at the end of the lease period.

Section 6.05 House Committee Composition

- (a) The House Committee shall be composed of three active members in good standing who live in the chapter house.
- (b) They shall be elected at the beginning of the lease period by members of the house.
- (c) In the event of a vacancy, a new member shall be elected.

Section 6.06 House Committee Responsibilities

The House Committee must perform the following:

- (a) Determine house chores.
- (b) Equitably assign chores to house members.
- (c) Notify the Crysophylos of any outstanding fine payments.

Section 6.07 House Chores

- (a) The House Committee is responsible for assigning chores to house members.

- (b) House members are required to complete chores on time as assigned by the House Committee.
- (c) If a house member fails to satisfactorily complete a house chore on time, he will incur a \$10 fine. This fine shall be treated as a debt to the fraternity, and handled appropriately by the Crysophylos.

Section 6.08 Quiet Hours

- (a) Quiet hours are to be observed from 10 P.M. to 9 A.M. Sunday through Wednesday.
- (b) Quiet hours shall be defined as no excessively loud noises, such as screaming or loud music.
- (c) If a non-house TKE member fails to comply, he will be removed from the house.

Section 6.09 Actions of non TKE members

- (a) No non TKE members shall be allowed to consume or possess alcoholic beverages in the common areas of the chapter house (excluding leased apartments) between the hours of 10 P.M. and 8 A.M. Sunday through Thursday.
- (b) Special exceptions may be made by majority vote of the house members.

Article VII. Academics

Section 7.01 Academic Big Brothers

- (a) Any active member whose current GPA drops from the previous semester below a 2.25 will be assigned an academic big brother determined by the Hegemon.
- (b) Academic big brothers will be voluntary positions and all academic big brothers must have a GPA of 2.5 or higher to volunteer.
- (c) Academic big brother will spend a total of at least one hour per week with their little brother in order to provide training and support.
- (d) An academic journal documenting the progress of the little brother shall be kept and reported to the Hypophetes. This journal shall list major assignments and tests of the little.

Article VIII. Membership Quality Board (MQB)
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Section 8.01 MQB Duties

The Membership Quality Board must fulfill the following duties:

- (a) Develop and revise Recruitment Standards and Member Standards and present them to the Chapter for approval in the first month of each semester.
- (b) Develop standards for induction into the Knights of Classic Lore and Order of the Founders distinctions, and submit them to the Chapter for approval. Review these standards each semester, making changes with the approval of the Chapter as needed.
- (c) Certify candidates for Knights of Classic Lore and Order of the Founders distinctions when the standards are met.
- (d) Interview each Potential New Member, and report to the Chapter the results of the interview in Accordance with Section 8.10.
- (e) Evaluate each Chapter member every academic term, according to the Member Standards developed in paragraph (a), and while using the procedure defined in Section 8.09.
- (f) Collect information on Chapter Membership such as Member GPA and records of payment of dues and fees. GPA information shall be obtained only by the Hypophetes. Records of payments of dues and fees are to be obtained from the Crysophylos.
- (g) Meet biweekly for at least 30 minutes.
- (h) Keep all proceedings of the MQB confidential. Members of MQB who break confidentiality are subject to immediate removal by the Prytanis or Pylortes.

Section 8.02 MQB Chairman

- (a) The Membership Quality Board shall be chaired by the Prytanis.
- (b) The Prytanis shall vote only in instances of a tie.

Section 8.03 MQB Advisors

The Membership Quality Board shall be advised by the following positions:

- (a) Pylortes
- (b) Chapter Advisor

Section 8.04 MQB Member Composition

The Membership Quality Board shall be composed of the following voting positions:

- (a) Hypophetes
- (b) Hegemon

- (c) Recruitment Chair
- (d) Two Members-At-Large meeting the requirements in Section 8.05 and selected via Section 8.06.

Section 8.05 MQB Member-At-Large Requirements

In order for a member to be eligible to be a Member-At-Large in MQB, a member must meet the following requirements:

- (a) Have been a member of the Chapter for 2 years
- (b) Be Junior status by credits
- (c) Not be a member of the Judicial Board.

Section 8.06 MQB Member-At-Large Selection Procedure

The Members-At-Large of the MQB shall be selected each year in the first month of the Spring Semester, or when a vacancy occurs, using one of the following procedures:

- (a) The Chapter's Knights of Classic Lore select the Members-At-Large by majority vote.
- (b) If the Chapter has no Knights of Classic Lore, the Members-At-Large are selected by majority vote of the Chapter.

Section 8.07 MQB Member-At-Large Term

The term of a MQB Member-At-Large shall be one year.

Section 8.08 MQB Quorum

- (a) In order for the MQB to meet and conduct business, the MQB Chairman, Pylortes, and all MQB members defined in Section 8.04 must be present.
- (b) The Chapter Advisor is required to attend only when Members or Potential New Members are being interviewed. In the event that there is no feasible time for the Chapter Advisor to meet with MQB, he may appoint an Alumni member to stand in his place.

Section 8.09 MQB Chapter Member Review Procedure

The MQB must abide by the following procedure when reviewing a member's status:

- (a) In reviewing membership, MQB may only consider a members adherence to the Member Standards defined in Section 8.01 Paragraph (a), the Chapter Bylaws, and the Black Book.

- (b) If the MQB determines a member is below the Member Standards defined in Section 8.01 Paragraph (a), or has violated the Chapter Bylaws or the Black Book, the MQB must conduct an interview with the member.
- (c) This interview shall be held at a time and location where and when MQB can meet quorum defined in Section 8.08 and where and when the member is available.
- (d) This interview shall last 10 minutes.
- (e) Following the interview, the MQB shall discuss for up to 10 minutes whether the member should be referred to Judicial Board or not.
- (f) Following the discussion, MQB members shall vote on whether to refer the member to the Judicial Board or not.

Section 8.10 MQB Potential New Member Interview Procedure

The MQB must abide by the following procedure when interviewing a Potential New Member:

- (a) All interviews with Potential New Members are to be in an informal setting lasting no longer than 10 minutes.
- (b) The MQB shall ask questions only on information pertaining to the Recruitment Standards defined in 8.01 paragraph (a).
- (c) The results of the interview will be recorded, and presented to the chapter at the next regular meeting.

Section 8.11 Review of MQB Members

In the event of a member of MQB being reviewed by MQB, the Epiprytanis shall temporarily take the member’s place in MQB.

Article IX. Judicial Board

Section 9.01 Judicial Board Duties

The Judicial Board must fulfill the following duties:

- (a) Hear all cases involving misconduct of members and violations of the Chapter Bylaws and Black Book.
- (b) Rule and enforce appropriate sanctions upon conviction of minor violations and hear appeals.

- (c) Recommend trial by Special Court, as outlined in Chapters XXV and XXVI of the Black Book, for any serious violation of the obligations of membership.

Section 9.02 Judicial Board Powers

The Judicial Board shall have the power to place members on probation or suspension, and to initiate removal by Chapter Court as outlined in Chapters XXV and XXVI of the Black Book.

Section 9.03 Chief Justice

The chair of the Judicial Board shall be known as the Chief Justice. The Pylortes shall be the Chief Justice of the Judicial Board. The Pylortes may vote only in a tie.

Section 9.04 Judicial Board Composition

The Judicial Board shall be composed of two Justices who meet the requirements in Section 9.05 and are selected in Section 9.06.

Section 9.05 Justice Requirements

In order for a member to be eligible to be a Justice, a member must meet the following requirements:

- (a) Have been a member of the Chapter for 2 years
- (b) Be Junior status by credits
- (c) Not be a member of the MQB.

Section 9.06 Justice Selection Procedure

The Justices shall be selected using one of the following procedures:

- (a) The Chapter's Knights of Classic Lore select the Members-At-Large by majority vote.
- (b) If the Chapter has no Knights of Classic Lore, the Members-At-Large are selected by majority vote of the Chapter.

Section 9.07 Justice Term

The term of a Justice shall be one year.

Section 9.08 Judicial Board Advisor

The Judicial Board shall be advised by the following positions:

- (a) Chapter Advisor

- (b) Hypophetes

Section 9.09 Judicial Board Quorum

- (a) In order for the Judicial Board to meet and conduct business, the two Justices, Chief Justice, Hypophetes, and Chapter Advisor must be present.
- (b) In the event that there is no feasible time for the Chapter Advisor to meet with MQB, he may appoint an Alumni member to stand in his place.

Section 9.10 Judicial Board Referral

A member may be referred to the Judicial Board via one of the following methods:

- (a) The MQB has voted to send the member to Judicial Board.
- (b) The Hypophetes may refer a member to Judicial Board upon awareness of a violation.

Section 9.11 Judicial Procedure

When a member is referred to the Judicial Board under Section 9.10, the following procedure must be followed:

- (a) A meeting shall be arranged between the Judicial Board, the member in question, and any witnesses called by the Judicial Board.
- (b) The Chief Justice must inform the member in question of the charges.
- (c) The member shall make a plea of guilty or not guilty.
- (d) The member shall be given 30 minutes to present his case.
- (e) The Judicial Board shall listen to testimony of witnesses for up to 20 minutes.
- (f) Following the testimony, the Judicial Board will then declare the member in question to be guilty or not guilty of the charges.

Section 9.12 Probation

If a member is placed on probation, any further violations as determined by the Judicial Board will automatically result in Suspension.

Section 9.13 Suspension

If a member is suspended, he shall be barred from participating in any events of the Fraternity or SCSU Greek Community for a specific amount of time.

Section 9.14 Appeals

- (a) Members may appeal decisions of the Judicial Board to the Executive Board.
- (b) The same procedure in Section 9.11 shall apply with the following exceptions:
- (c) The Prytanis shall serve as Chief Justice.
- (d) The rest of the Officers shall serve as Justices except the Pylortes and Hypophetes.

Section 9.15 Trial of Justices or Chief Justice

If a member of the Judicial Board is being referred to the Judicial Board, the Epiprytanis shall temporarily stand in the member's place.

Article X. Recognition

Section 10.01 Awards

The following awards shall pertain to, be voted upon, administered to, and recognized by the Theta Rho chapter.

- (a) Sweetheart
- (b) Apollo Man of the Year
- (c) Founders Love Award
- (d) Founders Charity Award
- (e) Founders Esteem Award

Article XI. Finance

Section 11.01 Reimbursement

In order to be reimbursed for expenses as approved by the chapter, the member must present a receipt for the expense to the Crysophylos.

Section 11.02 Collection Policies

After 120 days of nonpayment, the Crysophylos may refer any member's outstanding debts to a collection agency.

Article XII. Parliamentary Authority

The Parliamentary Authority to be followed at all official meetings is the most recent edition of the "Standard Code of Parliamentary Procedure" as published by the American Institute of Parliamentarians.

Article XIII. Amendments

Section 13.01 Amendment Proposals

Proposals to amend these bylaws may be made with the following procedure:

- (a) A member shall submit the amendment in writing to the Epiprytanis.
- (b) The Epiprytanis, in collaboration with the member, shall revise the amendment such that it properly fits the formatting and organization of the bylaws.
- (c) The Epiprytanis shall present the revised amendment at the next regular meeting under new business for discussion. After which, the proposed amendment shall lay on the table until the next regular meeting.
- (d) In order for the amendment proposal to be adopted, it must receive a two-thirds vote.

Section 13.02 Duty to Enter

If an amendment proposal is adopted, the Epiprytanis must perform the following:

- (a) Immediately enter the amendment into all copies of the bylaws.
- (b) Present the bylaws as amended at the next Regular Meeting of the chapter.
- (c) Upon request, provide printed copies of the amended bylaws to members.

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