

**BYLAWS OF EPSILON CHAPTER
DELTA ZETA SORORITY**

2019-2020 School Year

**ARTICLE I
General Provisions**

- Section 1. **Name.** The name of this college chapter of Delta Zeta Sorority, located at 1423 Jordan Avenue, Bloomington, Indiana, is Epsilon.
- Section 2. **Purpose.** The purpose of this sorority is to unite its members in the bonds of sincere and lasting friendship, to stimulate one another in the pursuit of knowledge, to promote the moral and social culture of its members, and to develop plans for guidance and unity in action; objects worthy of the highest aim and purposed of associated effort.
- Section 3. **Delta Zeta Sorority.** As a college chapter of the national sorority, Delta Zeta, Epsilon Chapter and its members are subject to all provisions of the Delta Zeta Sorority *Constitution, Code of Regulations*, any written policies and procedures of the national organization and/or the Delta Zeta National House Corporation in addition to Epsilon Chapter By-Laws and Standing Rules and other regulations. As a college chapter of the national sorority, Epsilon Chapter of Delta Zeta is subject to all procedures adopted by the National Council of Delta Zeta.

ARTICLE II Membership

Section 1. **Eligibility and Qualifications.**

- A. Membership in Epsilon Chapter is a privilege and not a right. It is the duty of each member to exemplify in her daily conduct the noble principles of the sorority; to promote the welfare of the whole by every means consistent with a high sense of honor; to obey its laws; to avoid conduct which may be criticized and to exert herself to promote and maintain the harmony and prosperity of the sorority.
- B. Members must fulfill the academic, financial, recruitment, service and social obligations of the sorority to remain in good standing.
- C. All members of Epsilon Chapter shall be registered a fulltime student at Indiana University and satisfy all local and national Pan-Hellenic requirements.
- D. To be eligible for initiation, a new member must have a cumulative 2.7 first semester college grade point average, satisfactorily complete her new member education program, and pay all fees and other financial obligations to Epsilon Chapter. Exceptions to these requirements may be granted by the Regional Collegiate Coordinator or a representative of National Council.

Section 2. **Financial Obligations.**

- A. Every new member shall pay a New Member Fee upon pledging the sorority. The amount of this fee shall be determined by National Council or the Executive Board and the Collegiate Chapter Director and shall be paid with the first monthly bill after pledging.
- A. Every new member shall pay an Initiation Fee prior to initiation into the sorority. The amount of this fee shall be determined by National Council or the Executive Board and the Collegiate Chapter Director.

- C. Every new member shall pay a one time fee for the Building Fund.
 - A. Every member shall pay monthly chapter dues as established by the Executive Board and the Collegiate Chapter Director.
 - B. Every member shall pay monthly furnishing fund fees as established by the National House Corporation.
 - C. Every member is required to live in the chapter house for a minimum of two calendar school years unless specifically exempted from this requirement by the National House Corporation Board and a representative of National Council or if the house is at full capacity. The chapter executive board is also required to live in the house, regardless of if the two year minimum has been met. Every member living in the chapter house shall pay room and board expenses as determined by National House Corporation.
 - D. Every member not living in the chapter house shall pay monthly parlor fees as established by the National House Corporation.
 - E. A bill will be provided through Billhighway to each member no later than the first (1st) day of each month.
 - F. All bills must be paid in full by the tenth (10th) day of the month in which the bill is posted. In the event a member cannot pay her bill in full, she may enter into a payment plan approved by the Collegiate Chapter Director. Each member whose bill is unpaid after the tenth (10th), or who has not entered into an approved payment plan by that date, will be placed on financial probation.
 - G. Any member who fails to pay her monthly bill will be subject to discipline as outlined in the Code of Regulations of the Delta Zeta Sorority. Members on financial probation are considered not in good standing and are not eligible to vote or run for an executive position.
 - H. A member placed on financial probation for the first time shall be returned to good standing immediately upon payment of the amount owed the sorority. A member whose account is not paid in full by the 10th of the second billing month will be placed on financial suspension and referred to a collection agency.
 - I. A member who is placed on financial probation for a second time while an undergraduate student may have her membership terminated.
 - J. A member on an approved payment plan will be considered delinquent (and therefore subject to discipline) when she fails to comply with the approved payment plan.

Section 3. **Scholastic and Academic Obligations.**

- A. A member shall maintain a cumulative grade point average of at least 2.7 on a 4.0 scale (or its equivalent) throughout her entire collegiate career.
- B. A member who does not maintain the minimum grade point average may be placed on Academic Probation. She shall remain on probation until her cumulative grade point average meets or exceeds the required academic standard.

C. Exemptions to this obligation may be granted by the Regional Collegiate Coordinator or other representative of National Council.

Section 4. **Service and Social Obligations.**

- A. Each member is expected to actively and consistently contribute to the sorority throughout her collegiate experience.
- A. Each member must attend chapter meetings unless specifically excused by these Bylaws, the Standing Rules, or the Executive Board.
- B. Each member must actively participate in recruitment during the formal recruitment period as determined by the college Panhellenic and in all recruitment preparations as determined by the Executive Board.
- C. Each member shall abide by the points system managed and implemented by the Executive Board and approved by the College Chapter Director.
- D. Each member must attend the committed social function before going to another social function
- Date parties are excused
- E. Each member must participate in one outside organization or activity in addition to her membership in Delta Zeta.
- F. Each member is expected to uphold the values of the sorority while serving in any capacity outside of the organization, including but not limited to work, social functions, class, and other outside organizations.
- G. All members shall hold one another accountable for their behavior- expecting the other to display characteristics and participate in activities which are of the highest standards. Members should be keen to remind one another of these ideals should their sister(s) be wavering in their behavior. Should there be an ongoing concern, the situation should be brought to the attention of the executive board for investigation.
- H. Each member must participate in Delta Zeta's 1902 loyalty program
- I. Each member must attend and participate in all mandatory functions as required by these By-laws, the Standing Rules, National Council or the Executive Board.
- J. All members shall sign the chapter's social media policy each year.
- K. All members shall maintain a pristine social media presence in direct compliance with these bylaws and standing rules as well as the rules of the national organization. Any member not in compliance with these provisions will be subject to a standards hearing and/or suspension with recommendation for dismissal.
- L. Should a member become aware of any inappropriate pictures, comments, or statements on another member's social media page, it is her responsibility to bring the infraction to the attention of the chapter's executive board so that the executive board may proceed with the appropriate investigation and standards process.
- M. Any member who fails to meet these obligations may be referred for discipline and may be placed on probation.
- N. **21 year old policy: can be 21 now and post pic as long as its in delta zeta like values?**

Section 5. **Ritual and Secrecy Obligations.**

- A. Each member shall maintain the vow of secrecy regarding Delta Zeta matters.
- B. Each member is expected to respect the Delta Zeta Ritual at all times and actively live out the commitments of the Delta Zeta Creed.
- C. Members must return the Delta Zeta Badge, which is the property of the Delta Zeta Sorority, when requested by an authorized representative of Delta Zeta.
- D. Any member who fails to meet these obligations may be referred for discipline and may be placed on probation.

Section 6. Term of Membership.

- A. Membership in Delta Zeta shall be assumed for life. A member in good standing who wishes to voluntarily sever her membership must inform the President or the Collegiate Chapter Director of this request in writing. Members will continue to be assessed dues until the written request is received. The Delta Zeta Badge is the property of Delta Zeta Sorority; therefore, a member who wishes to voluntarily terminate her membership in Delta Zeta must relinquish her badge and membership card to the President or Collegiate Chapter Director. A member who severs her relationship with Delta Zeta Sorority may not participate in Delta Zeta sponsored events nor wear Delta Zeta insignia.
- B. A member not in good standing may have her membership to the sorority involuntarily terminated pursuant to Regulation HI of the Code of Regulations of the Delta Zeta Sorority and other procedural rules adopted by the National Council. In such case, the Delta Zeta Badge, property of the sorority, must be relinquished to the President or Collegiate Chapter Director.
- C. Neither voluntary nor involuntary termination of membership will alleviate financial obligations incurred while a member of Delta Zeta sorority.
- D. **Members on suspension that do not live in Delta Zeta sorority do not have to pay dues.... They do**

**ARTICLE III
Discipline of Members**

Section 1. **Causes for Discipline.** Any conduct of a member which is inconsistent with the standards and purpose of Delta Zeta or which fails to meet the requirements of good standing shall be cause for discipline.

Section 2. **Consequences of Discipline.** A member found guilty of cause for discipline may be fined, warned, placed on probation or suspension, or dismissed from the sorority. The degrees of discipline need not be implemented in consecutive order. The type of discipline imposed shall depend on the severity of the incident and the charges brought against the chapter member. Discipline is determined by the Standards Board and approved by Executive Board upon approval of the Collegiate Chapter Director or Designee and the Regional Collegiate Coordinator. A member on probation or suspension shall not vote, hold elected or appointed chapter office, or represent Delta Zeta in any official capacity.

Section 3. **Process of Discipline.** Any member accused of cause for discipline will be afforded certain due process rights in the investigation of the claims as determined by the National organization. The Executive Board is the disciplinary body for the chapter, but authorizes the Standards Board with responsibility for the investigatory process. The Collegiate Chapter Director, Regional Collegiate Coordinator or designated representative participate in the disciplinary process.3

ARTICLE IV
Officers

Section 1. Officers, Elections and Appointments.

Only members in good standing are eligible to serve as officers of the sorority. In the event an officer becomes ineligible to serve during her term, the position may be filled by appointment of the Collegiate Chapter Director or by election of the membership at a regular meeting.

Elected officers shall include President, Vice President of New Member Education, Vice President of Membership, Vice President of Programming, Secretary, and Treasurer. Additional officers may be elected upon determination of the Collegiate Chapter Director.

Elections will be held at a regular chapter meeting. A Nominating Committee shall be elected to interview and slate officers for Executive Board positions. Each class shall elect a representative to serve on the Nominating Committee. The chapter shall elect the chairman of the Nominating Committee.

The Executive Board, with the approval of the Collegiate Chapter Director, shall appoint all officers and committee chairs not elected by the membership.

Section 2. Duties of Officers.

Officers shall be expected to fulfill the responsibilities of their positions as outlined in the Code of Regulations. Additionally, officers are expected to exemplify the obligations of Delta Zeta as defined in the Standing Rules, *Constitution* and Sorority Creed.

Officers are personally responsible for any fines incurred by the Chapter for their failure to perform their duties, including, but not limited to, submitting untimely reports to the National organization.

Failure to meet these responsibilities and obligations could result in removal of office by the Collegiate Chapter Director or representative of National Council.

No officer other than the Chapter President is authorized to enter into any written contract on behalf of Epsilon Chapter.

Section 3. Chapter Executive Board.

A. The Executive Board shall consist of the following members:

President; Vice-President of Membership; Vice-President of New Member Education; Vice-President of Programming; Treasurer; Risk Manager, House Manager; Academics Chair, Secretary, and Internal Philanthropy.

B. Duties.

Executive Board shall present recommendations to the chapter regarding various issues and is empowered to transact urgent business between regular chapter meetings.

Board members shall attend all Executive Board meetings and Chapter meetings unless excused by the President and the Collegiate Chapter Director. Executive Board members shall attend all formal recruitment events unless excused by the President and the Collegiate Chapter Director. Executive Board members shall not serve in any role which would prohibit their participation in the formal recruitment process unless receiving prior authorization from the Collegiate Chapter Director and Regional Collegiate Coordinator.

Board members shall live in the Chapter House unless exempted by the Collegiate Chapter Director upon recommendation of the Executive Board.

Board members are expected to model all standards of the sorority at all times.

Section 4. **Term of Service.**

A. Each officer shall serve a one year term of office. Should a vacancy occur in any office, it shall be filled by nomination and election at a regular chapter meeting or by appointment of the Collegiate Chapter Director.

A. Should a vacancy occur in the office of the President, the Vice President of Membership shall serve as President until an election is held or until a new President is appointed by the Collegiate Chapter Director.

B. Any officer who fails to fulfill the duties of her office may be asked to resign by the President and College Chapter Director. The Chapter may, by two-thirds vote, request any officer to resign for cause.

Section 5. **Collegiate Chapter Director.**

The Collegiate Chapter Director is appointed by the National Council to assist in the satisfactory operation of the chapter, to oversee the education and membership programs of the chapter, to enforce policies and procedures and to serve as a liaison between the local chapter and the national organization. Additionally, the Collegiate Chapter Director shall be responsible to:

1. Discipline any chapter member not in compliance with sorority policies and procedures.
2. Approve chapter bylaws and standing rules subject to approval by the Regional Collegiate Coordinator.
3. Approve the chapter slate of officers.
4. Remove and/or appoint officers in consultation with the Executive Board and Regional Collegiate Coordinator.
5. Attend chapter executive board meetings and chapter meetings.
6. Appoint and coordinate activities of an alumnae chapter advisory board.
7. Supervise chapter officers. (Including exercise of authority to remove an officer not performing her duties.)
8. Facilitate the development and implementation of chapter goals.

ARTICLE V Committees

Section 1. **Standing Committees.** The following standing committees shall be established by Epsilon Chapter:

Relations
Executive Board
Copy
Relations
Event
Scholarship
Food

Chairmen of standing committees (unless elected by the chapter) shall be appointed by the Executive Board with the approval of the Collegiate Chapter Director. Members of a standing committee will be selected by the Executive Board in consultation with the committee chair.

Section 2. **Special Committees.** Other committees may be appointed by the Executive Board with the approval of the Collegiate Chapter Director.

ARTICLE VI Meetings

Section 1. **Regular Meetings.** A meeting for Epsilon Chapter shall be held on each Sunday evening at 6:30 p.m. in the Epsilon Chapter Room throughout the academic year unless otherwise specified by the Executive Board with the approval of the Collegiate Chapter Director. Attendance at regular meetings is required for all members unless excused by the President, Collegiate Chapter Director or by the Standing Rules. Seniors are required to attend all formal chapters until a new pledge class is initiated in the Spring semester. If chapter is informal or paper, seniors are required to read the minutes and respond to the hidden question before the following Sunday's chapter meeting for attendance. All members are only allowed two (2) unexcused absences before fines are given. Members should not schedule work hours, study sessions, or other obligations during this time.

Section 2. **Special meetings.** Special meetings may be called by the chapter president or upon written request of any five (5) members of the chapter. A special meeting may not be held without the presence of the Collegiate Chapter Director unless she is informed of the purpose of the special meeting and specifically declines to attend. Only business for which the meeting was called may be transacted. Any other meeting may be called when approved by the Collegiate Chapter Director.

Section 3. **Procedure.** Robert's Rules of Order, Newly Revised, shall govern this chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws or with the *Constitution* and *Code of Regulations* of the Delta Zeta Sorority.

Section 4. **Quorum.** Two-thirds (2/3) of the members in good standing shall constitute a quorum at any meeting of the chapter.

ection 5. **Majority.** A simple majority of quorum is required to pass a motion other than amendment of the Bylaws. Only members in standing are eligible to vote.

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These Bylaws may be amended at any regular meeting by a two thirds (2/3) vote of quorum and upon approval of the Collegiate Chapter Director and National Headquarters. Proposed amendments must be presented in writing to the Executive Board and the Collegiate Chapter Director at least one week prior to the vote. The proposed amendments must be available for review by chapter members for one week prior to the vote. Amendments shall not be enforced until approved by the Collegiate Chapter Director and/or a representative of National Council.

Adopted: October 2018