

**BYLAWS of the DELTA ALPHA CHAPTER of PHI MU FRATERNITY
at INDIANA UNIVERSITY**

ARTICLE I - Name The name of this collegiate chapter of Phi Mu Fraternity shall be the Delta Alpha Chapter at Indiana University.

ARTICLE II - Purpose The purpose of the Delta Alpha chapter of Phi Mu Fraternity shall be to encourage and promote the purpose and ideals of Phi Mu Fraternity to this campus, and to function by the rules in the Fraternity's *Constitution and Bylaws* and *Standing Rules and Procedures*.

ARTICLE III – Officers, Duties, and Elections (Ref: Phi Mu C&B Article VIII)

1. Elected officers

A. The elected officers, based on 2/3 votes of the chapter, shall be:

1. President
2. Vice President of Committees
3. Vice President of Chapter Development
4. Provisional Member Director
5. Membership Director (2)
6. Recording Secretary
7. Treasurer
8. Panhellenic Delegate
9. Social Chairwoman
10. Director of Harm Reduction & Prevention
11. Philanthropy Chairwoman
12. Housing Chairwoman

B. The duties of the elected officers shall be in accordance with the Phi Mu *Fraternity's*

Bylaws and Standing Rules and Procedures.

C. The elected officers shall form the executive committee.

D. Additional elected offices may be added at the discretion of the chapter and approval from the Area Operations and Finance Director.

2. Appointed Officers

A. The appointed offices shall be:

1. Chaplain
2. Chapter President In-House Advisor
3. Computers Chairwoman
4. Honor Chairwoman
5. Ritual Chairwoman
6. Reference/Timer Chairwoman
7. Recruitment Party Chairwoman
8. Safe Sisters

B. The duties of the appointed committee chairs shall be as outlined in the *Phi Mu Fraternity's Bylaws and Standing Rules and Procedures.*

C. Additional appointed officers may be selected at the discretion of the chapter by amending these bylaws.

3. Appointed Committee Chairwoman

A. The appointed committee chairwomen, chosen by the Vice President of Committees and the help of the Executive Committee, shall be:

1. Alumnae Relations Chairwoman (1)
2. Community Involvement Chairwoman
3. Family Chairwoman
4. Favors Chairwoman (2)
5. Intramurals Chairwoman
6. Live-Out Chairwoman (2) *
7. Public Relations Chairwoman
8. Sustainability Chairwoman
9. Scholarship Chairwoman (2) *

(* indicates yearlong positions)

10. External Spirit Chairwoman

11. Internal Spirit Chairwoman

B. The duties of the appointed committee chairwomen shall be as outlined in the *Phi Mu Fraternity's Bylaws and Standing Rules and Procedures*.

C. Additional appointed chairwomen may be selected at the discretion of the chapter by amending these bylaws.

4. Officer Organization

A. The following is the organization of the elected and appointed officers. Each officer and chairwoman shall report to an Executive Committee member as stated below:

1. President: Chaplain, Ritual Chairwoman

2. Vice President of Committees: Scholarship Chairwoman, Family Chairwoman, Alumnae Relations Chairwoman, Favors Chairwoman, Sustainability Chairwoman, Public Relations Chairwoman, Live-Out Chairwoman, Intramurals Chairwoman, Community Involvement Chairwoman, External Spirit Chairwoman

3. Treasurer

4. Membership Director: Reference/Timer Chairwoman, Computers Chairwoman, Recruitment Party Chairwoman

5. Provisional Member Director: Phi Committee

6. Vice President of Chapter Development: Sisterhood Chairwoman

5. Election of Officers

A. The election of chapter officers shall be in accordance with the Phi Mu Fraternity Bylaws and the Standing Rules and Procedures.

B. Chapter officers shall be elected between November 15th and March 15th. The only exception for an early election is for the Phi Director and Social Chairwoman, where elections take place in September or October. No officer may serve more than two (2) consecutive terms in the same office. Officers shall be elected for a term of one (1) year or until their successor is elected.

C. At least one month before the election date, a Slating Committee shall be appointed by the executive committee.

1. The Slating Committee shall consist of the following:

a. The Slating Committee Chairwoman

b. Two (2) seniors

c. Two (2) juniors

d. Two (2) sophomores

2. All members of the Slating Committee must be collegiate Model Phi Mu members in good standing.

D. The Slating Committee shall present the chapter its slate at least one week prior to the election date. Nominations may be made from the floor, with the consent of the nominees, at the time of the election.

E. During elections, the Chapter shall be seated in alphabetical order and balloting shall be done in secret.

F. Installations of the newly elected officers will be held at the earliest date possible thereafter. Permission to postpone the election of officers after the above date must be obtained in advance

.G. Eligibility for Office

1. To be eligible for elective office, a collegiate member must be in good standing and may be elected after their most recent initiation.
2. Only members in good standing may continue in office. Any exception requires approval of the Chapter Adviser

5. Chapter Advisers

1. A committee, as outlined in Article VIII, Section 4 of SR&P, shall slate the chapter adviser. Final appointment is made by National Council. Other advisers of the chapter shall be elected by the chapter.

ARTICLE IV – Standing

Committees 1. Standing Committees

A. The chapter shall have the following standing committees:

1. Alumnae Relations Committee
2. Computers Committee
3. Executive Committee
4. Family Committee
5. Favors Committee
6. Phi Committee
7. Public Relations Committee
8. Recruitment Party Committees
 - a. Open House Round
 - b. Philanthropy Round
 - c. Sisterhood Round
 - d. Preference Round
9. Sustainability Committee
10. Ritual Committee
11. Scholarship Committee
12. Sisterhood Committee
13. Internal Spirit Committee
14. External Spirit Committee
15. Intramurals Committee
16. Philanthropy Committee
17. Social Committee

B. The standing committees shall function according to the duties listed in the Phi Mu

Fraternity Standing Rules and Procedures.

A. If for some reason a member must be dismissed; the position must be replaced by another member of the same pledge class. 4. The Honor Committee is composed of the President, three members of the Executive Committee, and the Chapter Adviser. The President shall appoint the Honor Chairwoman.

ARTICLE V- Meetings

1. The regular meeting of the Delta Alpha chapter shall be at 8 p.m. on Sunday of each week when the university/college is in session. One meeting per month shall be reserved for Formal Business.

A. At a Formal Business Meetings, it is required that each member wear pin attire. Pin attire includes all business casual wear including appropriate foot wear. No jeans or wet hair is allowed.

2. The President may call special meetings at any time, after a 24-hour notice has been given to all members and the Chapter Adviser. The President and Executive Committee have the discretion to fine for unexcused absences.

3. Two-thirds of all initiated members in good standing shall constitute a quorum for the conduct of business at all regular or special meetings.

4. Provisional Member meetings shall be held with the Provisional Member Director each week when school is in session at a designated time and day.

5. All members are required to attend regular chapter meetings. Unexcused absences may lead to fines and/or disciplinary action.

6. Each active member is allotted (3) excuses which may fall under academic, employment, emergency/grace excuses from Formal Chapter or Chapter Developments per semester. These excuses may not be used for Recruitment Workshops, elections, or philanthropic activities. A member shall inform the Recording Secretary of any excuse 24 hours prior to the event. All excuses are subject to discretion of the Executive Committee.

ARTICLE VI – Membership Selection & Initiation

1. All members of this chapter shall be selected in accordance with the *Phi Mu Fraternity Constitution and Bylaws* and the *Standing Rules and Procedures of Phi Mu Fraternity*.

2. Membership recruitment shall be conducted in accordance with the Indiana University

Panhellenic rules, local chapter rules, and the Phi Mu Fraternity Constitution and Bylaws and Standing Rules and Procedures of Phi Mu Fraternity.

3. The current scoring system set forth in the National *Constitution* and *Bylaws* shall be used in the selection of members.

4. Legacies shall be selected in accordance with the Standing Rules and Procedures. Any legacy that is invited back to Delta Alpha for the 3rd Invitation will automatically be placed on the top of the Delta Alpha Chapter's New Member Preference List.

5. Formal pledging shall be held in accordance with Indiana University Panhellenic rules and the National *Constitution* and *Bylaws* of Phi Mu Fraternity.

6. Initiation

A. Initiation of members shall be in compliance with the Phi Mu Fraternity Constitution and Bylaws and the Standing Rules and Procedures

B To be initiated, a provisional member must be present, current on all financial obligations, and in good standing with the chapter.

C. Only initiated members in good standing shall have voice and vote in membership selection sessions.

6. Transfer and affiliation of members: A. The potential affiliate may become affiliated within their first semester of attendance at Indiana University. B. The potential affiliate must equal or exceed the scholarship standard of Delta Alpha to become affiliated. C. The affiliate may participate in chapter activities during this time but will have no voice or vote in chapter affairs. D. The affiliate must clear any financial responsibilities to the prior Chapter before being allowed to affiliate with Delta Alpha. E. The Area Officer may approve exceptions to these provisions.

ARTICLE VII – Dues, Special Fees and Fines

1. Dues: The dues of the Delta Alpha Chapter shall be: \$50.00 per month for all initiated and provisional members due by the 10th of each month of September through April, or that are charged as a sum of \$260 per semester.

2. National Fees. The national fees of the chapter shall be:

A. One Time Fees:

1. Initiation Fee- \$140 due at least 3 weeks prior to Initiation

2. Provisional Member Fee- \$45 due prior to Pledging Ceremony

3. Badge Fee- To be ordered by the Provisional Member at least 3 weeks prior to Initiation.

4. Housing and Decorating Fee- \$250 due at least 3 weeks prior to Initiation

B. Annual Fees:

1. National Obligation Fee- \$92 due October 10th for all initiated, provisional and ICMS members. Provisional members joining the chapter after October 1st shall pay this fee prior to Pledging Ceremony.

2. Technology Fee- \$12 due January 10th for all initiated, provisional and ICMS members.

3. Founder's Day Pennies- \$.01 x number of years since founded due February 10th for all initiated, provisional and ICMS members.

3. Local Fees. The local fees of the chapter shall be:

A. Social Fee: \$10 for all initiated and provisional members due on the 10th of each month September through April.

B. Parlor Fee: \$15 for all initiated and provisional members due the 10th of each month September through April. 4.

Fines shall be:

A. Current Housing Fines:

1. Breaking Male Visitation Policy: \$250

2. Breaking Alcohol Policy: \$200

3. Using illegal substances inside the Delta Alpha Chapter house: \$300

4. Smoking in the Delta Alpha Chapter house: \$75

5. Tampering with smoke alarms: \$200

6. Not participating in a fire drill: \$50

7. Use of candles: \$75

8. Giving key fob to a non-Phi Mu resident: \$25

9. Unnecessarily propping door open: \$25

10. Trash outside of day rooms: \$5 per person

B. Chapter and Chapter Developments are mandatory.

1. If a chapter member fails to report to the recording secretary the reason of absence or all excuses are used, the fines are as follows:

a. Missing Chapter: \$25

b. Missing Chapter Development: \$15

A. Recruitment functions are mandatory.

1. If a member fails to attend any rounds of recruitment, the fines are as follows:

a. Open House Round: \$50 per round

b. 1st invite (Philanthropy Round): \$100 per round

c. 2nd invite (Sisterhood Round): \$100 per round

d. 3rd Invited (Preference Round): \$100 per round

e. Recruitment Workshops: \$50 per workshop

2. Recruitment directors have the ability to remove a member from recruiting or fine them if they see fit.
 3. Members will not bring up the following topics during recruitment, and if they do there will be a strike system.
 - a. Sex
 - b. Drugs
 - d. Derogatory language
 4. The aforementioned strike system is as follows:
 - a. Strike One - \$30 fine
 - b. Strike Two – Removal from recruiting and assignment of new recruitment related duties.
 5. Members will not be under the influence of illegal substances or alcohol during recruitment, but if a member is found to be under the influence of either the fines will be assessed as such.
 - a. Illegal Substances - \$350
 - b. Alcohol - \$300
 6. Each minute a member is late in attendance will result in a \$1 per minute fine.
 7. If a member is being disruptive, the Executive Committee may assess a \$3 fine per disturbance as an “out of order.”
 8. The Executive Committee will determine if an “emergency” excuse will be excused.
- B. Pledging and Initiation Ceremonies are mandatory. If a member fails to attend, the fines are as follows:
1. \$50 fine per event
 2. The Executive Committee will determine if an “emergency” excuse will be excused.
8. All members are expected to attend one Panhellenic event per year, excluding seniors. There will be a fine of \$15 to the members who do not meet this minimum.
9. All fines are up to the discretion of the executive committee. 5. Fulfillment of financial obligations:
- A. All payments are due on the 10th of the month and are delinquent on the 30th of the month. Loss of voice, vote and social privileges becomes automatic on the 30th.
 - B. Any member who is delinquent for financial reasons shall be referred to the Honor Committee for consideration of probation. Probation will include but not limited to loss of voice, vote and social privileges. Good standing shall be restored upon payment in full to treasurer.
 - C. Per current national guidelines all members leaving the chapter with a balance will be turned over to a collection agency within 60 days of leaving the chapter. This process will be monitored by HQ.
10. Every active chapter member that does not raise the minimum total requirement for Delta Alpha’s philanthropy will need to compensate the remaining balance.
11. Attendance at Phi Mu Philanthropies supporting Children’s Miracle Network Hospitals is mandatory.
- A. Lack of attendance will result in fines up to the discretion of the executive board.

ARTICLE VIII – Chapter Obligations

1. Scholarship standards shall adhere to those given in the *Standing Rules and Procedures*.

2. A 2.8 GPA is required for pledging and initiation of Indiana University Panhellenic. The Delta Alpha Chapter requires a 2.90 GPA for freshman and a 3.0 GPA for sophomores pledging the Chapter.

3. A 2.90 cumulative GPA or a 2.90 semester GPA is required for good standing. Furthermore, any member with a cumulative and semester GPA below 2.90 will be in bad standing and will not have a voice, a vote, or eligibility to hold office until they meet the requirement.

4. Good Standing. A collegiate member shall be considered to be in good standing if she:

A. Pays national dues.

B. Fulfills all financial and scholastic obligations to her chapter

C. Conducts herself in accordance with the laws of Phi Mu Fraternity

D. Is not on disciplinary probation to the Fraternity or to the College or University.

5. Code of Standards for the Delta Alpha Chapter formulated in accordance with the rules Outlined in the Chapter *Standing Rules and Procedures* are found in the Delta Alpha *Standards and Rules of Conduct*.

6. Regarding All Meetings

1. There shall be no side conversations

2. A Phi Mu binder and/or notebook and ink pen are the only things allowed.

3. There shall be no animals.

4. There shall be no cellphones in use during meetings.

7. Members are required to attend 80% of chapter development/formal chapter meetings before they are allowed to attend social activities such as formals, spontos, etc. The three excused absences that members have each semester are not incorporated in the 80% attendance requirement.

ARTICLE IX – Traditions and Delegates

1. The following are the traditions of this chapter:

- A. Barn Dance
- B. Dad's Weekend
- C. Date Party
- D. Formal
- E. Homecoming
- F. Mom's Weekend
- H. Little 500

2. The following awards are given by this chapter:

- A. President's Pick
- B. Smarty Pants Award
- C. Mona Schoch Award

3. When there is a delegate called to be a representative of the Delta Alpha Chapter:

A. The Chapter President shall be the official delegate to all conventions. An alternate will be selected by the Delta Alpha Chapter. The expense of the delegate will be paid by the Chapter.

B. The National Convention will be attended by the Chapter President in the even numbered years. C. The Collegiate Leadership Conference and Undergraduate Interfraternity Institute will be attended by the Chapter Executive Office annually.

ARTICLE X – Housing Points System

1. The number of housing points obtained determines the room assignments, parking privileges, and living privileges.

2. A Delta Alpha Chapter member can obtain points by being active in the Chapter, activities outside the Chapter, philanthropic events, community service, etc.

A. A housing point sheet will be handed out to the chapter members at the end of the semester to document all internal and external involvement. The Housing Director will total each member's housing points.

3. The sister with the highest semester point total from the previous semester will get first

choice in room selection. She may also choose with whom she would like to share her room.

A. A room may not be more than one person below the capacity, or a different room must be chosen. The next sister to choose goes down the list by number of points.

4. There are 39 parking spaces at the Delta Alpha Chapter House.

A. The number 1 spot will be given to the sister who bid the highest at the annual auction during Mom's Weekend.

B. The number 2 spot will be given to the Chapter President.

C. The other spots will be given to the member with the highest housing point total from all of her semesters in the house, starting with spots number 4 through 39 and ending with spot 2.

5. Living preference will be determined by the number of housing points earned by the end of the member's third semester living in the Delta Alpha Chapter house.

A. If the Delta Alpha Chapter house is fully lived in, the girl with the highest number of housing points will be asked the preference of living in or not. The girls with the next highest will be asked and so on until the house is at the correct number (97).

ARTICLE XI — Live Out Policy

1. The National Constitution and Bylaws states under Article VIII, Section 5, C, page 27, Required Residence in the Chapter House. On a campus permitting chapter house living, a member of a collegiate chapter is required to room and board in said chapter house (space permitting). Each member living in the chapter house shall sign a room contract comparable to and consistent with that signed by students living in college- or university- operated housing. Any except to this provision must be requested in writing and requires approval of the Area Officer.

2. The National Standing Rules and Procedures states under Article VIII, Section 5, page 48, REQUIRED RESIDENCE. Any request to the Area Collegiate Operations Director not to live in chapter house must have the endorsement of the Chapter President and Chapter Adviser.

3. The Phi Mu House Procedures Manual states under Section III, pages 16-17, the housing guidelines for Delta Alpha chapter

4. Members are required to live in for at least two semesters.

ARTICLE IX – Parliamentary of Procedure

1. *Roberts's Rules of Order, Newly Revised*, shall govern this chapter in all parliamentary procedure in which they are applicable and in which they are consistent with the *Phi Mu Fraternity Constitution and Bylaws*.

ARTICLE X – Amendments to the Bylaws

1. These Bylaws may be amended by a two-thirds (2/3) vote of the members in good standing of this chapter at any regular meeting of the chapter, with notice of the proposed amendments at the previous regular meeting of the chapter.
2. These Bylaws may be amended at any formal meeting of the chapter without previous notice by a unanimous vote of all members in good standing of the chapter present at the meeting.
3. These Bylaws shall be revised at least once a year and updated as necessary. Amended by 2/3 chapter vote on February 6, 201