



The By-Laws of The Gamma Zeta Chapter of Theta Chi Fraternity

ARTICLE I ORGANIZATION AND PURPOSE

Section 1: Name

- A. The name of this organization shall be The Gamma Zeta Chapter of Theta Chi Fraternity at Oklahoma State University.

Section 2: Organization

- A. The Gamma Zeta Chapter of Theta Chi Fraternity is a Social Fraternity chartered according to the National By-Laws of Theta Chi Fraternity and shall remain subject to the Grand Chapter of Theta Chi Fraternity and conform to the requirements of the National By-Laws of Theta Chi Fraternity, this Constitution of the Gamma Zeta Chapter of Theta Chi Fraternity, and all of the rules and regulations of Oklahoma State University.

Section 3: Purpose

- A. The Gamma Zeta Chapter of Theta Chi Fraternity shall exist for the purposes of creating strong men of character, mutually benefiting and assisting its members, creating everlasting bonds of brotherhood among its members, promoting knowledge, scholarship and the primacy of alma mater among its members, promoting the quality of its society and culture through philanthropy and community service, promoting the ideals of Truth, Temperance, and Tolerance, promoting the general welfare and betterment of Oklahoma State University, and extending the Helping Hand to all who seek it.

ARTICLE II MEMBERSHIP

Section 1: Eligibility and Composition

- A. The Gamma Zeta Chapter shall follow all requirements for eligibility and composition of members as outlined in the Constitution of the Gamma Zeta Chapter of Theta Chi Fraternity.

Section 2: Offering Bids

- A. Any eligible male may be offered a bid to become a Pledge, according to the National By-Laws, by a simple 3/4 vote of the active, good standing, initiated members.

Section 3: De-Pledging by Vote

- A. Any Pledge may be de-pledged by a 1/4 vote of the initiated members at any time prior to approval for initiation.

Section 4: Initiation by Vote

- A. The Pledge period may end when the Pledge has successfully completed the resolute journey administered by the Marshal. At which point, the Pledge will become a neophyte.
- B. A Pledge who successfully completes an approved Pledge Education Program and has a cumulative GPA equal to or above 2.5 on a 4.0 scale may be initiated into the fraternity by a simple 3/4 vote of the active, good standing, initiated members.

Section 5: Suspension and Expulsion

- A. Members who do not meet the standard Cumulative Minimum Grade Point Average (2.5 out of 4.0 GPA) requirement or become delinquent on dues equal to one semester are subject to automatic suspension. (at least two semesters)
- B. The Standards Board will present automatic suspensions to the chapter.
 - a. A simple majority vote or a tie will decide suspensions. A handwritten letter will be delivered to the suspended member by the president of the local chapter. (No hearing will be required)

Section 6: Delinquency and Good Standing

- A. Any member not considered in “Good Standing” is subject to suspension per the National By-Laws Article (VI) Section 13.
- B. Members considered in “Good Standing” are:
 - a. Members actively involved in chapter functions.
 - b. Members attending meetings regularly.
 - c. Members who adhere to the financial and academic standards as set in The By-Laws of The Gamma Zeta Chapter of Theta Chi Fraternity.
- C. Any brother who fails to adhere to the standards as set in Article (II) Section C, can be reported to Standards Board and suspended.

Section 7: Reinstatement after Suspension

- A. Reinstatement of a suspended member will be allowed once the suspended member has fulfilled his obligations given out by the Standards Board to be in “Good Standing”.
- B. Reinstatement of a suspended member for financial delinquency will also be allowed if the suspended member has met with the Treasurer of Gamma Zeta Chapter and established a payment contract post suspension. The new contract nullifies any previous payment contracts with past or present treasurers. Failure to comply with the present payment contract will result in the automatic suspension of the member involved.

Section 8: Alumni

- A. Any member who is active in the chapter continuously from their initiation to their graduating semester will have automatic alumni status with the Gamma Zeta Chapter
- B. Members who graduate but have not been continuously active from their initiation to their graduating semester may be given alumni status of the Gamma Zeta Chapter by a 3/4 vote of the active members.

ARTICLE III OFFICERS

Section 1: Election of Chapter Officers and Prerequisites

- A. To become a member of the Executive Board, a brother must attain a cumulative GPA that is equal to or above Oklahoma State University's IFC's All Men's Average, be in financial "Good Standing", have participated in either a lower level officer position or committee position, and have been an initiated brother for two full semesters. All other officers must attain a cumulative GPA equivalent to the All Men's Average.
- B. Nominations for each office must be taken one week prior to the election. Any eligible brother may run for any office.
- C. No person shall hold two offices when another holds none except by a unanimous vote of the members.
- D. Each Candidate must adhere to the rules and regulations of Section 2 of this article before given the opportunity to deliver their platform.
- E. Candidates may platform on their qualifications and ideas for the office. The actual limit will be determined by the chair and will be the same for all candidates.
- F. After the platform, a five to ten minute question and answer session shall be held. The actual limit will be determined by the chair and will be the same for all candidates.
- G. After all the brothers running for the same office have given their platforms, the chapter will enter a five to ten minute period of discussion. The actual limit will be determined by the chair and will be the same for all candidates.
- H. A vote will then be collected by secret ballot or by acclamation in the case the candidate is running unopposed.
- I. Elections of Chapter Officers shall be held in compliance with the rules outlined in the Constitution of the Gamma Zeta Chapter of Theta Chi Fraternity, and in accordance with the National By-Laws of Theta Chi Fraternity.
- J. The requirements outlined in Article III (Officers), section 1A may be nullified with a majority vote of the active members.

Section 2: Electoral Process

- A. Any brother is eligible for nomination so long as they meet the requirements in Section 1A of Article III.
- B. Any member may be nominated for officer positions.
- C. If any member does not wish to run he may, "Respectfully Decline".
- D. If a member is nominated and he accepts, within two days he must submit his Omegafi financial profile and his Oklahoma State University unofficial transcript to the Standards Board and Executive Board. Otherwise his nomination is nullified
- E. Once received, the Standards Board and Executive board must review the candidate's Omegafi financial profile and Oklahoma State University unofficial transcript and verify the member is eligible for office.
- F. If the member is not eligible for either financial reasons or academic reasons, the nomination will

be nullified at the next scheduled Chapter.

Section 3: Installation of Officers

- A. Officers must be elected; other positions may be elected by the fraternity, or appointed by the Executive Board.
- B. Responsibility of officers will be turned over in a “shadowing process” in which the new officer will be consulted by the previous holder of that position to ensure the readiness of the new officers.
- C. Officers shall be installed in compliance with the rules outlined in the Constitution of the Gamma Zeta Chapter and in compliance with the Ritual of Theta Chi Fraternity.

Section 4: Officer Performance Surveys

- A. A general survey will be conducted at the 8th chapter meeting each semester. The purpose shall be to critically evaluate the performance of the Executive Board and the fraternity as a whole, or any issue in conflict at the time.
- B. The Chapter Advisor will evaluate the performance surveys.
- C. After the survey has taken place, the Chapter Advisor may recommend to the chapter pursuing removal of any Executive member who is found to be performing poorly. This process is outlined in the Nation Bylaws of Theta Chi Fraternity.

ARTICLE IV STANDARDS BOARD

Section 1: Purpose

- A. The Standards Board shall be the judicial body of the chapter and shall hear all violations of the Ritual obligations of Theta Chi Fraternity; the Constitution, By-laws and Legislation of Theta Chi Fraternity; the By-laws of Gamma Zeta Chapter of Theta Chi Fraternity and the Code of Conduct of Gamma Zeta Chapter of Theta Chi Fraternity.

Section 2: Composition

- A. The Standards Board shall be composed of at least three initiated members who are appointed by the Gamma Zeta Chapter President.
- B. Standards Board members may not be members of the Executive Board.
- C. Brothers serving on the Standards Board shall have a one-year term of office, with the opportunity for re-nomination by the next President.

Section 3: Allegations and Violations

- A. Any member may privately submit a written allegation of the violations outlined above to the Standards Board. The Standards Board shall investigate and hear all such allegations.

Section 4: Self-Investigation

- B. Standards Board members shall not investigate or hear allegations against themselves. In such cases, the President may appoint a temporary replacement that is not an Executive Board member.

Section 5: Authority and Sanctions

- A. The Standards Board shall have the authority to fine members up to \$100.00; require restitution for damages to property or reputation; place members on probationary status; restrict social, athletic or other privileges or recommend to the chapter that the member be suspended.
- B. The chapter may approve sanctions beyond the authority of the Standards Board by a majority vote.

Section 6: Appeals

- A. Decisions of the Standards Board may be appealed to the chapter and may only be overturned by a simple 3/4 vote.

Section 7: Statute of Limitations

- A. Members will have 72 hours from a witnessed infraction to our bylaws or code of ethics to report a member to Standards Board.

ARTICLE V COMMITTEES

Section 1: Executive Board

- A. The Executive Board shall be composed of the President, Vice-President, Vice President of Health and Safety, Secretary, Treasurer, Marshal, Scholarship Chair, and Recruitment Chair. The Executive Board shall have the authority to make emergency decisions for the chapter; appoint and remove non-elected positions, and create such committees as may be needed.
- B. Duties and responsibilities of members of the Executive Board are stated in the National Bylaws.

Section 2: Alumni Committee

- A. The Alumni Committee, headed by the appointed Alumni Chairman, shall coordinate all alumni events and a bi-annual newsletter with the Alumni Corporation.

Section 3: House Maintenance Committee

- A. The House Maintenance Committee, headed by the appointed House Manager, shall maintain chapter property and chapter house operations.

Section 4: Philanthropy Committee

- A. The Philanthropy Committee, headed by the appointed Philanthropy Chairman, shall organize and direct all charitable activities.

Section 5: Recruitment Committee

- A. The Recruitment Committee, headed by the appointed Recruitment Chairman, shall organize and direct membership recruitment activities.

Section 6: Scholarship Committee

- A. The Scholarship Committee, headed by the Scholarship Chairman, shall plan and conduct a program to encourage scholarship and improve the academic standing of the chapter and

individual members.

Section 7: Social Committee

- A. The Social Committee, headed by the appointed Social Chairman, shall plan and conduct all social activities according to the Theta Chi Risk Management, Standards, FIPG, and Insurance Manual.

Section 8: Parliamentarian

- A. The president shall appoint a parliamentarian to enforce the parliamentary procedure of the fraternity and to ensure that meetings run smoothly.

ARTICLE VI MEETINGS

Section 1: Time

- A. The chapter will meet weekly each Monday evening during the regular academic year at 7:00 PM, unless the Executive Board agrees to change the time due to conflict with other events. Meetings will not be held during periods of final exams.
- B. All ritual meetings must occur during the first official meeting of the month excluding initiation unless otherwise stated by the Executive Board.

Section 2: Location

- A. All meetings will be held in the chapter room unless specified otherwise by the Executive Board.

Section 3: Attendance

- A. Attendance at all chapter events and meetings is mandatory for all members unless excused by the Secretary at least 24 hours in advance of the meeting.
- B. Attendance at Initiation and Pinning is required; a fee of \$100 will be assessed to any brother not present, subject to the previous section. This is done at the discretion of the Secretary with the approval of the Standards Board.
- C. Intramural attendance will be handled as follows:
 - a. If a Theta Chi intramural game is played under-manned, all unexcused absent team members shall be fined \$5.00.
 - b. If a Theta Chi intramural game is forfeited due to lack of attendance, all unexcused absent team members shall be fined \$5.00 in addition to the forfeit fee, which will be split up among all unexcused absentees.
 - c. If a member is going to be absent, he must inform the sports chair two days prior to the event.
- D. Unexcused absences shall be handled as follows:
 - a. First offense: warning.
 - b. Second offense: \$5.00 fine.
 - c. Any subsequent offense: \$10.00 fine and must report to the Standards Board.

Section 4: Dress Code

- A. All members are required to abide by the following dress code requirements:
 - a. Business Professional: Will consist of dress pants, tucked in collared shirt, tie, dress shoes. No denim, hats, open-toed shoes, or athletic shoes will be permitted.

- b. Business Casual: Includes tucked in collared shirt, jeans, or khakis. No shorts, athletic shoes, or hats will be permitted.
- c. Casual: includes normal clothing. Shorts, athletic shoes, and hats will be permitted.
- B. The standing dress code for chapter meetings, when not stated otherwise by the Executive Board, will be Business Casual.
- C. The last meeting of the month shall be a themed dress meeting as designated by the Executive Board.

Section 5: Order of Business

- A. The chapter shall follow the Order of Business as outlined in the National By-laws.
- B. Any new business to be brought to the chapter must first be referred to the Executive Board who will present it at the meeting immediately thereafter.

Section 6: Parliamentary Authority

- A. The parliamentary authority shall be Robert's Rules of Order, Revised.

Section 7: Quorum

- A. A majority of initiated members, in good standing, shall constitute a quorum.

Section 8: Food and Beverages

- A. No food or alcoholic beverages will be permitted in chapter meetings.

Section 9: Intoxication

- A. Members deemed intoxicated by the President, First or Second Guard shall be removed from meetings and referred to the Standards Board.

ARTICLE VII FINANCES

Section 1: Dues

- A. Chapter dues shall reflect the budget.
- B. The budget will be established as follows:
 - a. Shall be presented by the Treasurer to the Executive Board and approved by the major of the Executive Board members.
 - b. Shall be presented and approved by a 2/3 vote of the members.
- C. After a budget is established, dues will be determined by the Treasurer. The amount will be presented and approved by a 2/3 vote of the members.
- D. Invoices for chapter dues shall be issued at the first chapter meeting of each month, or via OmegaFi.
- E. A total expense report will be provided to every active member of the chapter by the Treasurer at the end of the semester.
- F. New members will be on a payment plan established by the Treasurer.
- G. Members paid within one semester's dues are to be considered in "Good Standing".
 - a. Members who are consistently late to pay dues may be considered "Not in Good Standing".
 - b. Members who pay minimal amounts to avoid delinquency may be considered "Not in

- Good Standing”.
- c. Members who have been subject to excessive fees and fines may be considered “Not in Good Standing”.
- H. If a member has been active in the chapter for more than six consecutive long semesters, their dues shall be half the normal rate during their final long semester prior to graduation. If that member does not graduate at the end of the semester then the member shall repay the dues to the chapter at the convenience of the Treasurer.
- a. A graduating brother must fill out a graduation form with the Secretary and submit documentation to receive half dues in their final long semester.

Section 2: Deadlines

- A. Members shall meet all financial obligations to the Chapter within 10 days of notification of debt, or establish and meet a payment schedule that is approved by the Treasurer.
- B. The Treasurer shall cash all members’ checks within five university school days of receiving the check. In the event of extenuating circumstances, the Executive Board may appoint another elected officer of the Chapter to cash member’s checks, or must notify members by personal conversation or phone call of the reason their check has not been cashed, and provide a date by which it will be cashed.

Section 3: Failure to Comply

- A. Members who pay financial obligations to the Chapter with a bad check, or whose check for financial obligations bounces when cashed by the Chapter, may be made to pay a fine assessed by the Executive Board, not to exceed the amount of \$25. This fee may not be imposed if the Executive Board has not attempted to cash the member’s check within five university school days of receiving the check.
- B. Members who make immediate arrangements to pay all financial obligations upon notification that their check has bounced may not be made to pay late fees. Members who don’t make financial arrangements with the Treasurer upon notification of a bounced check may be made to pay late fees for every day since the issuance of the first check in addition to the fine described above under “Subsection A”.
- C. Following this 10-day period, the University Bursar Office will be notified of the delinquency and shall initiate their “holds” policy. If the delinquent member does not pay his financial obligation within six months, then OmegaFi will pursue a legal remedy in Small Claims Court.
- D. In cases of financial hardship, a member may be relieved of his financial obligations by a unanimous vote of the Chapter.

Section 4: Chapter Operations and Expenditures

- A. The Chapter shall have the power to make assessments for its operations by a 2/3 vote of the initiated members.
- B. All expenditures under \$10.00 shall be refunded from the petty cash fund; no checks shall be issued for refunds under \$10.00.

ARTICLE VIII AMENDMENTS

Section 1: Presentation

- A. Any initiated member of the chapter may propose amendments to these bylaws by presenting a resolution to the chapter Secretary 72 hours before the meeting where the said proposal is to be introduced.

- B. The resolution must be typed.
- C. The member writing the proposal will present it to the chapter.
- D. After initial presentation to the chapter, the member requesting the amendment will distribute the resolution to the chapter members via email with the help of the Secretary.

Section 2: Review

- A. The Executive Board must review the proposal before the next chapter meeting; the board may vote either to pass the proposal on to the chapter for a final vote, or to kill the proposal—a majority vote of board members present is required to do either.
- B. The Executive Board must inform the member requesting an amendment of their decision within 72 hours of the next chapter meeting.
- C. Before a final vote can occur, the Executive Board must approve all proposals.
- D. If the Executive Board votes to kill a proposal, the requesting member can have it resurrected in the regular chapter meeting with a simple 3/4 vote by submitting it to the chapter secretary as new business; if approved, the proposal will be voted on under normal voting procedures.
- E. A simple 2/3 vote is required to enact an amendment to these bylaws.

Section 3: Emergency Legislation

- A. Emergency legislation status may be granted by a unanimous vote of the Executive Board.
- B. Emergency legislation can be introduced, presented, and enacted in the same chapter meeting.
- C. The Chapter Advisor will be informed when the Executive Board feels Emergency legislation is necessary, approval is not required.

Section 4: Suspension of By-Laws

- A. The provisions of these by-laws are not to be suspended for any reason whatsoever; they may be altered only according to the provisions of this article (Article IX, Gamma Zeta Chapter of Theta Chi Fraternity By-Laws).

ARTICLE IX STANDING RULES

Section 1: Amendments

- A. The chapter may establish and revoke standing rules by a majority vote of the members.

Section 2: Validity

- A. Standing Rules are valid only insofar as they are consistent with these By-laws and the rules, regulations and policies of Theta Chi Fraternity.

ARTICLE X AWARDS

Section 1: Purpose

- A. The chapter shall annually recognize members of outstanding merit. The following awards are to be given and recorded in a suitable way.

Section 2: Active Chapter Service

- A. The Active Chapter Service Award is to be awarded to the member who has made the most significant contribution to the welfare of the chapter.

Section 3: Brother of the Year

- A. The Brother of the Year Award is to be awarded to the member who best exemplifies the motto of "A Helping Hand."

Section 4: Scholar of the Year

- A. The Scholar of the Year Award is to be awarded to the member who best exemplifies the maxim of "Alma Mater first and Theta Chi for Alma Mater."

Section 5: Outstanding Senior Award

- A. The Outstanding Senior Award shall be given to the graduating senior most deserving of chapter recognition.

Section 6: Alumni Award

- A. The Gamma Zeta Alumni Award shall be awarded to the alumnus member who best exemplifies the maxim of "Theta Chi for Life" through his dedication to this chapter of Theta Chi Fraternity.

Section 7: Other Awards

- A. Other awards may be given as the chapter deems necessary by a majority vote of the chapter.

ARTICLE XI SCHOLARSHIP

Section 1: Cumulative GPA Requirement

- A. To be an active member in good standing with the fraternity you must maintain a GPA at or above the Oklahoma State University's Greek Life all men's average.
- B. The all men's average to be used will be from the most recent long semester, as stated by the Greek Life Office.
- C. If your GPA is below the all men's average as calculated per the all men's average from the previous semester, you will be subject to the sanctions listed in Section 3 of Article XI.

Section 2: Academic Plan

- A. All active members who are no longer in good standing due to a GPA below the all men's average will be required to have an academic plan based on a tiered system to be determined by the Scholarship Chairman.
- B. Pledges will be required to have an academic plan to be determined by the Scholarship Chairman and Marshal.

Section 3: Sanctions

- A. If your GPA is below the all men's average, you will be required to complete and turn in a grade report form to the scholarship chairman three times per semester, at the scholarship chairman's request.
- B. If your GPA is below the all men's average you will be referred to Standards Board.

- a. Your cumulative GPA will be recalculated based on the grades you report.
- b. If your recalculated GPA is above the all men's average, your suspension from athletic and social events will be lifted tentatively based on the two remaining grade report forms for the semester.
- C. Refusal to complete and turn in a grade report form by the deadline assigned by the scholarship chairman will result in your appearance before the standards board.
- D. Failure to complete the academic plan as prescribed below will result in the following.
 - a. One week—a warning from the scholarship chairman
 - b. Two weeks—\$5.00 fine or one additional community service hour to be decided by the offender.
 - c. Three weeks—appearance before the standards board.
- E. Brothers who fail to meet the all men's average for two consecutive semesters will be automatically suspended.

Section 4: Probation Levels

- A. Brothers failing to fulfill their academic responsibilities shall be placed on probation. The levels of probation are as follows:
 - a. Level 1 Probation: $<2.75 - \geq 2.60$ GPA
 - i. May not be a big brother.
 - ii. May not be elected as an executive board officer without a standards board hearing.
 - b. Level 2 Probation: $<2.60 - \geq 2.40$ GPA
 - i. May not participate in intramurals.
 - ii. Conditions of level 1 probation also apply.
 - c. Level 3 Probation: $<2.40 - \geq 2.00$
 - i. May not participate in social events.
 - ii. May not serve as a committee chair
 - iii. Conditions of level 1 and 2 probations also apply.
- B. If a brother earns a GPA below 2.0 for his most recent semester, and his cumulative GPA is 2.75 or higher, he will automatically be placed on second level probation. In all other cases, the greater GPA, either cumulative or most recent semester will be taken into consideration.
- C. A brother who is on Level 2 or Level 3 probation may be temporarily moved up to Level 1 probation if a 3.0 GPA is achieved at mid-term. A brother who is on Level 1 probation may be temporarily removed from probation if a 3.0 GPA is achieved at mid-term. The brother must provide signed grades from each teacher to the scholarship chairmen to verify his GPA.
- D. If a brother has been on Level 2 or Level 3 probation for two consecutive semesters, then he shall have a standards board hearing.

Article XII HOUSING POLICY

REVIEW WHEN THE A FORMAL HOUSING SITUATION IS IN PLACE

Section 1: Establishment

- A. The Gamma Zeta Chapter of Theta Chi Fraternity shall maintain a Housing Policy, pertaining to the rules and regulations of the Chapter House.

Section 2: Legality

- A. This Housing Policy shall be duly established under this Article (Article XII of the Gamma Zeta Chapter By-Laws) and shall be followed as rules of the Chapter.

- B. This Housing Policy shall establish sanctions for breaking the rules of the Chapter House. Failure to follow the rules and regulations defined by the Housing Policy will result in referral to the Standards Board, which may enforce these sanctions.

Section 3: Amendment

- A. This Housing Policy may be amended by the same procedure as the By-Laws of the Gamma Zeta Chapter of Theta Chi Fraternity, outlined under Article IX of these By-Laws.