

MODEL  
CODE OF BYLAWS  
FOR  
AN UNDERGRADUATE CHAPTER  
OF THE  
FRATERNITY OF PHI GAMMA DELTA

REVISED APRIL 1995

ENACTMENT  
OF  
CODE OF BYLAWS

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CERTIFICATE OF SECRETARY

At a meeting of the chapter held on \_\_\_\_\_,  
the proper quorum being present, the motion set forth in this  
certificate was duly made, seconded, and carried.

BE IT MOVED that the attached Code of Bylaws be adopted  
for the government of operation of \_\_\_\_\_  
Chapter. All previous Bylaws are hereby repealed.

APPROVED	_____ Secretary
For the General Counsel	_____ Chapter
_____	_____
	College or University
_____	_____
Date	Date

See instructions on next page.

## INSTRUCTIONS

To enact the Code of Bylaws, the chapter must complete the following sections:

- 1.14 vote required to affiliate
- 2.04 Treasurer's Bond
- 4.01 meeting day
- 4.02 special meetings
- 4.04 quorum
- 5.02 late payment
- 7.01 amendments

The Secretary shall enter in the blanks provided in the bylaws the action taken by the chapter in completing each of the above sections. He shall prepare the certificate of enactment and promptly send the certificate and bylaws to Headquarters. The Headquarters office will cause the bylaws to be reviewed by the General Counsel or his designated representative for conformity to the laws of the Fraternity. Upon approval the chapter will be notified. Exceptions will be noted for action by the chapter. The copy submitted for approval will be retained by Headquarters.

Should the chapter, at the time of enactment or any later date, desire to modify or expand the Code of Bylaws, the provisions must be submitted to Headquarters on the forms provided for amendment of bylaws.

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Article I

MEMBERSHIP

- A. In General
- 1.01 The members of this undergraduate chapter shall be those undergraduate and post-graduate students initiated or affiliated by this chapter actually attending the university who have not received a degree from the university subsequent to their initiation or affiliation, and the chapter shall consist of all such students. The chapter may, with his consent, continue or revise the undergraduate status of a post-graduate student actually attending the university. (Sections 19.10 and 19.11)
- 1.02 Candidates for membership shall be men possessed of the qualifications prescribed by the Constitution, Article IV, Section 1.
- 1.03 No member shall be permitted to become inactive so long as he is in attendance at the university, unless he shall have received a degree from the university subsequent to this initiation or affiliation. (Constitution, Article IV, Section 9)
- 1.04 No member of the chapter can resign from the Fraternity except in accordance with the provisions of the Constitution, Article IV, Section 15.
- 1.05 It shall be the duty of each member to exemplify in his daily conduct the trinity of noble principles of the Fraternity and the chapter by every means consistent with true principles of honor, obey the Constitution, Rituals,

and Bylaws of the Fraternity, the bylaws and house rules of the chapter, avoid all conduct which may be justly criticized among his acquaintances or which may be offensive to his fellow members, and exert himself to maintain and promote the harmony and prosperity of the Fraternity and the chapter. (Constitution, Article IV, Section 20)

B. Pledging

1.06 Candidates shall be pledged only after election by the affirmative vote of at least three-fourths of the members of the chapter, which vote must be taken by secret ballot and be the unanimous vote of all those voting. (Constitution, Article IV, Section 1; Section 19.31)

1.07 When a person shall have been nominated for membership, a ballot shall be had not later than two weeks after the nomination has been made, and one negative vote shall debar from membership. In case of rejection, he shall not be again voted upon unless renominated for membership. (Section 19.30)

1.08 The chapter may, by a majority vote of all its members, taken by secret ballot, terminate the pledge relationship. (Constitution, Article IV, Section 13)

1.09 Any pledge given to the chapter shall automatically terminate if the pledge candidate thereafter ceases to be a duly matriculated student actually pursuing a course of instruction at the institution, or if he shall fail to qualify for initiation within the time prescribed in the Constitution, Article IV, Section 14.

C. Initiation

- 1.10 Candidates for membership shall be initiated only after authorization by the affirmative vote of at least three-fourths of the members of the chapter, which vote must be taken by secret ballot, as provided in the Constitution, Article IV, Section 2(a).
- 1.11 To qualify for initiation, an undergraduate shall have completed at least one academic term of college work with a 2.0 average or cumulative average of at least 2.0 (on a 4.0 scale) or its equivalent, and if such candidate failed to maintain a 2.0 average or its equivalent during his most recent academic term, he shall be required as a condition precedent to initiation, to have a cumulative average of 2.0 or its equivalent. (Constitution, Article IV, Section 2(b))
- 1.12 No candidate for membership shall be initiated until he shall have paid to the chapter a sum sufficient to meet the fees payable by the chapter on account of his initiation to the Fraternity.
- 1.13 Neither the chapter nor any member or pledge thereof shall subject any pledge, member, or other person to pre-initiation or hazing ceremonies or practices which involve physical exhaustion or abuse or would in any way interfere with such person's mental or physical ability to perform college work efficiently or tend to reflect unfavorably upon the Fraternity in the eyes of the public, or which are of a dangerous, rude, or vulgar nature, whether taking place within or without the chapter house. (Section 19.35)

1.14 No person who is or was a member of an undergraduate chapter of the Fraternity and who enters this institution shall be entitled to affiliate with full privileges of membership in the chapter until he shall have been elected to membership by the affirmative vote of \_\_\_\_\_ of the members of the chapter and shall have paid such fees as the chapter may require prior to affiliation. In no event shall such person be considered for affiliation, except upon production of a certificate of good standing from the undergraduate chapter of the Fraternity with which he was last connected.

(Constitution, Article IV, Section 7; Section 19.50)

1.15 Faculty initiates shall be men possessed of the qualifications prescribed by the Constitution, Article IV, Section 3.

1.16 Former student initiates shall be men possessed of the qualifications prescribed by the Constitution, Article IV, Section 4.



## Article II

### OFFICERS

- 2.01 The officers of the chapter shall be the President, the Treasurer, the Recording Secretary, the Corresponding Secretary, and the Historian. (Constitution, Article III, Section 8)
- 2.02 The duties and powers of the officers shall be those prescribed by the laws of the Fraternity and, in addition, such as usually attach to the offices held by each. (Sections 19.70-19.78)
- 2.03 Trials for infractions of the rules, regulations, or bylaws of the chapter may be conducted by the officers in cases where punishment is limited to fine or denial of chapter privileges or both. (Section 26.10)
- 2.04 The Treasurer shall be bonded in an amount not less than \$10,000. (This is provided by the International Fraternity.)
- 2.05 Officers of the chapter shall be chosen only from members in good standing and not in default in respect to their financial or other obligations to the chapter and who have a cumulative average of 2.3 or higher on a 4.0 scale (or its equivalent on other scales), and shall be elected by secret ballot during the period between November 1 and January 31 in each year. The precise time of nominations and elections shall be fixed by the officers. (Section 19.8)
- 2.06 All officers shall serve for a period of twelve calendar months. (Section 19.81)

- 2.07 Vacancies in any office shall be filled for the unexpired term by secret ballot at the first regular meeting after the same shall occur. (Section 19.84)
- 2.08 If an officer shall have become in default in respect to any of his financial or other obligations to the chapter and shall have remained in default for sixty days, or if his academic average shall have dropped below a 2.0 on a 4.0 scale (or its equivalent on other scales), or if he is convicted of violation of any law of the Fraternity, his office shall become vacant, and thereupon his successor shall be elected. (Section 19.82)
- 2.09 At the time of the annual election of officers, the consent of the chapter shall be sought to the appointment of a graduate member selected by the Section Chief to serve as Purple Legionnaire for the next twelve months. He shall be eligible for reappointment. (Section 16.20)
- 2.10 The duties of the Purple Legionnaire shall be those set down in Section 16.21.

Article III

COMMITTEES

3.01 The President shall establish such committees as are necessary for the government and operations of the chapter. He shall appoint the chairman and members of all committees, who shall serve at his pleasure. The duties and authority of all committees shall be prescribed by the President.

(Section 19.70)

Article IV

MEETINGS

- 4.01 Regular meetings of the chapter shall be held once each week while the college or university is in session. At least one formal meeting shall be held each month while the college or university is in session and shall follow faithfully the order laid down in the Ritual. Each member of the chapter shall attend unless for good reason excused by the President from attendance at a particular meeting. Each member of the undergraduate chapter present in person shall be entitled to cast one vote on any matter to be acted upon by the meeting. Voting by proxy shall not be permitted at any meeting.  
(Section 19.2)
- 4.02 A special meeting of the chapter may be called by the President or on the written request of any \_\_\_\_\_ members of the chapter, which request must be presented to the President. It shall be his duty promptly to fix a time for the meeting, which time shall be not less than \_\_\_\_\_ hours after posting of notice as provided herein. He shall post prominently in the chapter house notices of the special meeting which shall state the time and place thereof. He shall take such other measures as are reasonably calculated to give all members actual notice of the special meeting.
- 4.03 Robert's Rules of Order shall be regarded as the controlling authority upon questions of parliamentary law.
- 4.04 For the transaction of the ordinary business of the chapter, a quorum shall consist of \_\_\_\_\_ % of the members of the chapter.

4.05 The officers of the chapter may designate any activity a chapter function. Failure without acceptable excuse of any member of the chapter to participate in the function so designated shall render the offender liable to the penalty for missing a meeting or such greater penalty as the officers shall have prescribed in the notice designating the activity a chapter function.

4.06 Fines for unexcused absences from meetings shall be levied according to a schedule fixed by the chapter.

Article V

REVENUES

- 5.01 The operating revenues of the chapter shall consist of such charges as are authorized from time to time by majority vote of the chapter.
- 5.02 Financial obligations of members and pledges shall be paid within \_\_\_\_\_ days after such charges are billed, and an incentive for prompt payment shall be deducted or penalties for late payment shall be levied according to a schedule fixed by the chapter.

Article VI

OFFENSES, TRIALS AND APPEALS

- 6.01 House rules for the operation of the chapter shall be adopted by the chapter pursuant to the provisions of Section 19.0.
- 6.02 The chapter shall punish by suspension, fine, or the denial of chapter house privileges, or by any combination of such penalties, any member adjudged guilty of any offenses specified in Section 25.5.
- 6.03 The chapter shall punish by suspension, with or without recommendation for expulsion, any member adjudged guilty of any offenses specified in Section 25.2.
- 6.04 Trials for infractions of the rules, regulations, or bylaws of the chapter may be conducted by the officers in cases where punishment is limited to fine or denial of chapter privileges or both. (Section 26.10)
- 6.05 Any member of the chapter who is dissatisfied with the result of a trial solely before the officers of the chapter may appeal to the chapter. (Section 26.50)
- 6.06 Trials and appeals before the chapter shall be conducted by not less than two-thirds of the members of the chapter eligible to sit at the trial, and no violation shall be found nor sentence imposed unless concurred in by three-fourths of all undergraduate members sitting upon such trial. The procedure followed at all trials and appeals before the chapter shall conform to the provisions of the Constitution, Article IV, Section 17, and Sections 26.0 to 26.3 of the Bylaws of the Fraternity.

- 6.07 An appeal, other than one taken from an order or sentence of the Archons, shall act as a *supersedeas* or stay.
- 6.08 All fines imposed for any offenses shall become financial obligations to be paid by the offender and shall be certified to the Treasurer of the chapter for collection.
- 6.09 A sentence of suspension may be coupled with a fine. During the period of suspension, the suspended member shall be precluded from exercising any rights of membership, including the right to attend chapter meetings. (Section 25.32)
- 6.10 The expulsion or suspension of any officer of the Chapter shall automatically render vacant his office.
- 6.11 In any proceeding against any officer of the chapter for neglect of any of the duties of his office or any violation of his oath of installation, the penalties provided in this Article may be waived, and a sentence removing him from his office entered in lieu thereof. (Section 25.34)
- 6.12 A member whose rights and privileges of membership have been suspended shall not be reinstated before the expiration of the period of his suspension, except by the three-fourths vote of the members of the chapter after notice and opportunity to object to such reinstatement have been given to those members who were responsible for his suspension. (Constitution, Article IV, Section 18)



Article VII

AMENDMENTS

7.01 These bylaws may be amended or repealed, and new bylaws may be enacted, by a \* \_\_\_\_\_ vote of the chapter. All amendments shall be approved in writing by the Archons or their designated representative, and, if disapproved, any action taken thereunder shall be void. (Constitution, Article III, Section 7)

\* The following are suggestions in helping the chapter complete the following sections:

- 1.14 Vote required to affiliate should be 3/4 affirmative of the chapter rolls.
- 4.02 Special meetings called by President or 5 members. Meeting not less than 24 hours after posting of notice.
- 4.04 Quorum should consist of 2/3 of the members of the chapter.
- 5.02 10 days after billing
- 7.01 2/3 vote of the chapter



THE FRATERNITY OF

# PHI GAMMA DELTA

INTERNATIONAL HEADQUARTERS

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June 12, 1996  
North Carolina State

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Dave Whorton  
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North Carolina State University  
Box 7314  
Raleigh, NC 27695-7314

Dear Mr. Whorton:

In reviewing the Registration Procedures for Student Organizations, I am sending you a document that will give your office all the information it needs. Please allow anyone to review it, including Drew Smith and Brad Fleming.

If the Fraternity needs to fill-out an organization information sheet immediately, please forward one to me. Otherwise, I will complete one upon arriving on campus in the Fall to begin recruitment.

Please let me or Keith Henley know if there is anything else we can do to assist your office. Thank you very much for all of your cooperation!

Interfraternally,

Ryan J. Bebee  
Field Secretary