

**MU XI CHAPTER  
ZETA PHI BETA SORORITY, INCORPORATED  
NORTH CAROLINA STATE UNIVERSITY  
RALEIGH, NC**

**CONSTITUTION AND BY-LAWS**

**PREAMBLE**

We, a group of college women organized as the Greek Letter Sister Sorority to Phi Beta Sigma Fraternity, Incorporated do hereby bind ourselves together for the purpose of promoting the cause of education by; encouraging the highest standards of scholarship, uplifting worthwhile projects on college campuses, and within the community, fostering the spirit of sisterly love and promoting the idea of Finer Womanhood.

**CONSTITUTION**

**ARTICLE I – NAME AND PURPOSE**

**SECTION I**

The name of this organization shall be the Mu Xi Chapter of Zeta Phi Beta Sorority, Incorporated located at North Carolina State University, Raleigh, North Carolina.

**SECTION II**

Zeta Phi Beta Sorority, Incorporated shall have as its purposes; the fostering of ideals of sisterhood, scholarship, service, charity, finer womanhood, civic and cultural endeavors.

**ARTICLE II – MEMBERSHIPS**

**SECTION I**

The members of the Mu Xi Chapter shall be undergraduates of North Carolina State University who have completed the freshman year with a 2.50 grade point average (GPA) and have been approved by the Sorority for initiation into the organization.

**SECTION II**

Members must remain in good academic standing at North Carolina State University to remain active in the Sorority.

**SECTION III**

Members must exhibit good moral conduct to remain active in the Sorority as established by active members.

## SECTION IV

Members must be students who are working for a degree.

## ARTICLE III – OFFICERS

### SECTION I

The officers of the chapter shall be the Basileus, First-Anti Basileus, Grammateus, Tamias, Tamias-Grammateus\*, Phylacter, Epistoleus, with the addition of the advisor.

### SECTION II – DUTIES

#### BASILEUS

The Basileus of the Mu Xi Chapter must be in good financial and academic standing with the organization for a period of one year. It shall be her duty to preside over all meetings; have general supervision of the chapter, call special meetings and always inform the advisor, enforce due observance of the constitution, by-laws, and regulations of the Sorority; sign applications for membership, sign and or authorize the disbursement of money from the treasury; send an annual report of the work of the Chapter to the Grand Basileus, Third Anti-Basileus, Regional Director, State Director, and Sponsoring Graduate Chapter; send a list of new officers to the Executive Director when paying annual per capita tax; she shall make no motion nor have a vote except in the case of a tie, when she may cast the deciding vote.

#### FIRST ANTI-BASILEUS

It shall be the duty of the First Anti-Basileus to assist the Basileus and assume all duties and responsibilities of the Basileus in her absence.

It shall be the duty of the First Anti-Basileus to serve as Membership Intake Coordinator and to be responsible for the implementing of the Membership Intake Program. She shall also head the Finer Womanhood week committee.

#### GRAMMATEUS

The Grammateus shall record the proceedings of the sorority and take minutes at each meeting keeping a file of the same. She shall take attendance and handle all correspondences for the chapter.

#### TAMIAS

The Tamias shall receive all monies from the chapter members (if there is no Tamias-Grammateus) and make all disbursements as required; pay all bills as directed by the chapter, take a receipt for all money paid out and keep a correct accounting of all receipts and expenditures; keep an accurate record of financial sorors; submit a written report of the financial condition of the chapter at its regularly scheduled meetings; submit a financial report to Nationals annually.

#### TAMIAS –GRAMMATEUS\*

Receive all monies of the chapter turning over the same to the Tamias and keeping a record of the same; keep a list of financial sorors; assist Tamias with filing of all financial report forms. \*Depending on chapter's needs or size the office of Tamias-Grammateus can be combined with the office of Tamias.

#### PHYLACTER

The Phylacter or Parliamentarian shall have general supervision over the legal activities of the chapter; advise members of the rules and regulation governing the chapter according to Robert's Rules of Order, Constitution and By-Laws of Zeta Phi Beta Sorority, Incorporated; aid the Basileus in maintaining order at all times.

#### EPISTOLEUS

The Epistoleus or Journalist/Historian shall keep a memorandum of all interesting chapter events; disseminate in the public press all noteworthy activities of the chapter that are not secret; formulate an interesting history of the chapter for reading on all occasions; place all souvenirs and newspaper clippings in chapter scrapbook.

#### ADVISOR OR ADVISORY COMMITTEE

The sponsoring graduate chapter appoints the collegiate advisor and advisory committee from its roster of active members; the collegiate advisor is appointed by the Graduate chapter; the advisor and advisory committee shall advise the activities of the chapter.

### ARTICLE IV – ELECTIONS

#### SECTION I

The election of officers shall be by secret ballot.

#### SECTION II

The majority of all votes cast shall constitute a choice.

#### SECTION III

The term of office shall be one academic year.

#### SECTION IV

The election of officers shall occur at the last business meeting based on the academic year.

### ARTICLE V – MEETINGS

#### SECTION I

The chapter shall hold formal meetings on the second and fourth Sunday of each month based on the academic year – 51% of the officers and 51% of the active members constitute a meeting.

## SECTION II

The roll of the chapter shall be called at each formal meeting by the Grammateus.

## SECTION III

Any member absent from two regular meetings/two programs/office hours/two community service activities within an academic semester without written excuse acceptable to the Basileus, is liable to a semester of inactivity.

## SECTION IV

Members who do not pay dues for three meetings without a legitimate excuse acceptable to the chapter may be called unfinancial. Unfinancial members consist of those who have failed to pay yearly National/Chapter dues, taxes, or fines.

## SECTION V

A member may be placed on probation because of dues, taxes, academic standing, or failure to exhibit good moral conduct, for one semester. Such members shall be considered inactive.

## SECTION VI

Inactive members shall be permitted to attend formal meetings and functions at the discretion of the body only if they are inactive due to academic standing.

## SECTION VII

Inactive members due to failure to pay dues, taxes, moral conduct shall not be permitted to participate in chapter activities.

## ARTICLE VI – DUES

### SECTION I

The dues of the chapter shall be payable by semester, and shall be determined by the budget of the previous year.

### SECTION II

The National dues of the Mu Xi Chapter shall be turned over to the Tamias who shall then forward the dues to the National Executive Secretary before the established due date.

### SECTION III

The Chapter dues of the Mu Xi Chapter shall be turned over to the Tamias by an established date.

## ARTICLE VII – CANDIDATE(S) FOR MEMBERSHIP

### SECTION I

All applications for membership must be in writing.

## SECTION II

The name of an eligible, desirable candidate may be presented to the membership committee by an active member of the chapter. The candidate must submit a letter of interest to the Membership Intake Coordinator. The candidate must also go through one interview with the membership committee.

## SECTION III

The initiation fee shall be no less than \$25.00 payable to the Treasurer of the Chapter before initiation. All other dues and fees due to Nationals must be paid at the same time.

## ARTICLE VIII – AMENDMENTS

### SECTION I

Amendments, alterations and additions to those By-Laws and Constitution must be handed in writing to the Basileus of the Chapter thirty (30) days before the next regular meeting of the chapter. The Basileus must give notice of same immediately to every member in writing as well as the advisory committee. At the next meeting such amendments, alterations, or additions may be adopted by a two-thirds vote of all members.

### SECTION II

Any article of this constitution or part thereof that is in direct violation of the Student Government constitution or by-laws shall be null and void and declared unconstitutional by the President of Student Government. Any differences of opinion between the Sorority and the President of Student Government shall be brought before the National Pan Hellenic Council, whose decision shall be final.

**CONSTITUTION AND BY-LAWS  
ZETA PHI BETA SORORITY, INCORPORATED**

**PREAMBLE**

We, a group of college women, organized as the Greek Letter Sorority to Phi Beta Sigma Fraternity, do hereby bind ourselves together for the purpose of promoting the cause of education by; encouraging the highest standards of scholarship, uplifting worthwhile projects on college campuses, and within the community, fostering the spirit of sisterly love and promoting the idea of Finer Womanhood.

**ARTICLE I  
NAME AND PURPOSE**

**SECTION I**

This organization should be known as the Zeta Phi Beta Sorority.

**SECTION II**

Zeta Phi Beta Sorority, Incorporated shall have as its purposes; the fostering of ideals of sisterhood, scholarship, service, charity, finer womanhood, civic and cultural endeavors.

**ARTICLE II  
MEMBERSHIPS**

**SECTION I**

The members of the chapter shall be undergraduates of North Carolina State University who have completed the freshman year with a 2.3 grade point average (GPA) and are approved by the Sorority for initiation into the organization.

**SECTION II**

Members must remain in good academic standing at the University to remain active in the Sorority.

*Acad I or II?*

**SECTION III**

Members must exhibit good moral conduct to remain active in the Sorority.

**SECTION IV**

Members must be students who are working for a degree.

**ARTICLE III**

## OFFICERS

### SECTION I

The officers of the chapter shall be the same as provided for the Grand Chapter, with the addition of the faculty advisor and Dean of Pledges.

### SECTION II DUTIES.

#### BASILEUS

It is recommended that the Basileus of the chapter, shall be no less than a Junior. It shall be her duty to preside over all meetings, to appoint all committees not otherwise provided for; enforce due observance of the constitution, by-laws, and regulations; to call special meetings; to **perform** the initiation ceremony; to counter-sign admissions of membership; to have general supervision of the chapter; to send an annual report of the work of her chapter to the National President; to sign all **orders** for the payment of money from the treasury; she shall make no motion nor have a vote except in the case of a tie, when she may cast the deciding vote.

#### FIRST ANTI-BASILEUS

It shall be the duty of the First Anti-Basileus to assist the Basileus when she cannot be present.

#### GRAMMATEUS

The Grammateus shall be the recorder of the proceedings of the sorority. She shall take the minutes at each meeting.

#### TAMIAS

The Tamias shall be custodian of all monies that the Sorority receives. She shall disburse monies only approved forms with vouchers countersigned by the Basileus. She shall keep an accurate record in the proper financial books. She shall keep a record of financial sorors. ?

#### DEAN OF PLEDGEEES

The Dean of Pledges will be elected each semester by the chapter. She is responsible for the successful experience of each pledgee; plan her activities for the pledge group in cooperation with the advisor or advisory committee; present the approved articles of probation to candidates.

#### ADVISOR AND/OR ADVISORY COMMITTEE

The sponsoring graduate chapter appoints the undergraduate advisor and /or advisory committee from its roster of active members; the advisor

and/or advisory committee is approved by the undergraduate chapter; the advisor and/or advisory committee shall advise and supervise the activities of the chapter.

## ARTICLE IV ELECTIONS

### SECTION I

The election of officers shall be by secret ballot.

### SECTION II

The majority of all votes cast shall constitute a choice.

### SECTION III

**The** term of office shall be one year.

### SECTION IV

The election of officers shall occur at the last business meeting in December or at any other time designated by the chapter.

## ARTICLE V MEETINGS

### SECTION I

The chapter shall hold one regular meeting a week--51% of the officers and 51% of the active members constitute a quorum.

### SECTION II

The roll of the chapter shall be called at each regular meeting.

### SECTION III

Any member absent from three regular meetings without legitimate verbal excuse acceptable to the body is liable to a fine of \$5.00 for each absent thereafter.

*absence*

### SECTION IV

Members who do not pay dues for three months without a legitimate excuse acceptable to the chapter may be called unfinancial. Unfinancial members consist of those who have failed to pay yearly Chapter dues, taxes, fines, and Grand Chapter taxes. Inactive members are those who pay dues but do not participate in chapter activities. Such inactive members shall not be eligible to hold office or vote upon any question coming before the chapter.

## ARTICLE VI



## DUES

### SECTION I

The dues of the chapter shall be payable monthly, and shall be determined by the budget at the beginning of the year.

### SECTION II

The dues of the Grand Chapter shall be paid to the Grammateus of the Chapter in October. She shall turn the same over to the Tamias of the Chapter who shall then forward the dues to the National Executive Secretary before November 15.

## ARTICLE VII AMENDMENTS

### SECTION I

Amendments, alterations and additions to these By-Laws and Constitution must be handed in writing to the President of the Chapter thirty (30) days before the next regular meeting of the chapter. The President must give notice of same immediately to every member in writing. At the next meeting such amendments, alterations, or additions may be adopted by a two-thirds vote of all members.

### SECTION II

Any article of this constitution or part thereof that is in direct violation of the Student Government constitution or by-laws shall be null and void and declared unconstitutional by the President of Student Government. Any differences of opinion between the club and the President of Student Government shall be brought before the Legislature, whose decision shall be final.



# North Carolina State University

Department of Student Development  
Division of Student Affairs

Harris Hall  
Box 7314  
Raleigh, NC 27695-7314  
(919) 737-2441

March 10, 1989

Ms. Victoria Chesnutt, President  
Zeta Phi Beta Sorority, Inc.  
313-I Roselle Court  
Raleigh, NC 27610

Dear Ms. Chesnutt:

We have reviewed your organization's constitution and officers list and everything seems to be in proper order. You are now an officially registered student organization of North Carolina State University entitled to all privileges entailed in that status.

Understand that this registration in no way gives the University or Student Government responsibility for any financial liability which may be incurred by your group. Your status does, however, give you the opportunity to approach the Student Senate with a request for funds, and it also gives you certain on-campus solicitation privileges.

Please be aware that we ask each student organization to update its file whenever there is a change of officers and at the beginning of each school year. Failure to do so will result in a loss of registration.

If the Department of Student Development can be of assistance to your group, please do not hesitate to call on us. Good luck with your new group.

Sincerely,

  
Robert S. Bryan, Jr.  
Assistant Director,  
Student Development

RSR,jr/dw

cc: President, Student Government  
Reservation & Catering, Student Center



North Carolina State University  
Division of Student Affairs

Department of Student Development  
Harris Hall  
Box 5072  
Raleigh, N.C. 27650  
Telephone (919) 737-2441

April 20, 1982

Mary S. Harris  
P.O. Box 8784, Forest Hills Station  
Durham, NC 27707

RE: Zeta Phi Beta Sorority

Dear Ms. Harris:

We have reviewed the Constitution submitted for your organization and wish to inform you that this document has been accepted, and we are pleased to extend recognition to your group.

All campus organizations are expected to work within the policies of the University and with the Student Government.

In extending recognition, neither the University nor Student Government accepts any financial responsibility for any liability, fiscal or otherwise, which may be incurred by your organization; nor does either guarantee that permanent University facilities will be available. The University, however, will endeavor to make meeting rooms available to your group.

I shall be pleased to be of assistance to you and your organization in any way possible.

Sincerely,

A handwritten signature in dark ink, appearing to read "R. S. Bryan, Jr.", written over a horizontal line.

Robert S. Bryan, Jr.  
Assistant Director of  
Student Development

RSB/ec

cc: Ron Spivey, President, Student Government  
Mrs. Corinne Philbrick, University Student Center  
Faculty Advisor of Record

**MU XI CHAPTER  
NORTH CAROLINA STATE UNIVERSITY  
RALEIGH, NORTH CAROLINA**

**CONSTITUTION AND BY-LAWS  
ZETA PHI BETA SORORITY, INCORPORATED**

**PREAMBLE**

We a group of college women, organized as the Greek Letter Sister Sorority to Phi Beta Sigma Fraternity, do hereby bind ourselves together for the purpose of promoting the cause of education by; encouraging the highest standards of scholarship, uplifting worthwhile projects on college campuses, and within the community, fostering the spirit of sisterly love and promoting the idea of Finer Womanhood.

**ARTICLE I  
NAME AND PURPOSE**

**SECTION I**

The name of the organization is **The MU XI CHAPTER OF ZETA PHI BETA SORORITY, INCORPORATED** located at North Carolina State University, Raleigh, North Carolina.

**SECTION II**

Zeta Phi Beta Sorority, Incorporated shall have as its purposes; the fostering of ideals of sisterhood, scholarship, service, charity, finer womanhood, civic and cultural endeavors.

**ARTICLE II  
MEMBERSHIPS**

**SECTION I**

The members of the MU XI Chapter shall be undergraduates of North Carolina State University who have completed the freshman year with a 2.3 grade point average (GPA) and are approved by the sorority for initiation into the organization.

**SECTION II**

Members must remain in good academic standing at North Carolina State University to remain active in the Sorority.

### **SECTION III**

Members must exhibit good moral conduct to remain active in the Sorority.

### **SECTION IV**

Members must be students who are working for a degree.

## **ARTICLE III OFFICERS**

### **SECTION I**

The officers of the chapter shall be the same as provided for the Graduate Chapter with the addition of the sponsor and Dean of Pledges. All elected officers should be in good Financial and Academic standing with the organization for at least one academic year.

### **SECTION II DUTIES**

#### **BASILEUS**

The Basileus shall preside over all meetings, appoint all committees not otherwise provided for; enforce due observance of the constitution, by-laws, and regulations; call special meetings; perform the initiation ceremony; counter-sign admissions of membership; have general supervision of the chapter; send an annual report of the work of her chapter to the National President; sign all orders for the payment of money from the treasury; she shall make no motion nor have a vote except in the case of a tie, when she may cast the deciding vote; and she must also work collectively with the advisor(s).

#### **FIRST ANTI-BASILEUS**

The First Anti-Basileus shall assist the Basileus and assume all duties and responsibilities of the Basileus in her absence.

#### **DEAN OF PLEDGEES**

The Dean Of Pledges shall have general supervision over the Archonian Club and I.Z. Club and act as liaison between the chapter and pledge club (or interest club) by reporting on progress and activities of those clubs at each meeting. She shall work in cooperation with the advisor or advisory committee; present the approved articles of probation to candidates; serve as chairperson of Membership Committee; chair of rush party; receive and review all letters from prospective pledges and inform chapter of all interested candidates; obtain, examine, and sign all transcripts and applications for membership; set up interviews and/or screening of prospects; notify accepted candidates (those voted on by

chapter and who meet the qualifications) in writing as to date, time, place and attire to be initiated into the Archonian Club; set up help meetings (meetings designed for sorors to quiz candidates): be responsible for programming Archonians for initiation by disbursing and quizing Archonians on material relating to the sorority; and be responsible for neophyte workshop at completion of pledge program. The Dean of Pledges shall be elected at the beginning of each line.

### **GRAMMATEUS**

The Grammateus shall be the recorder of the proceedings of the sorority. She shall take the minutes, attendance, read all correspondence and distribute minutes to the members and advisory committee at each meeting.

### **TAMIAS**

The Tamias shall be custodian of all monies that the Sorority receives. She shall Disburse monies only approved with vouchers countersigned by the Advisory Committee. She shall keep an accurate record in the proper financial books; keep a record of financial sorors; and submit a financial report to national, local, and state bodies.

### **PHYLACTER**

The Phylacter or Parliementarian shall have general supervision over the legal activities of the chapter; advise members of the rules and regulations governing the chapter according to Robert's Rules of Order, Constitution and By- Laws of Zeta Phi Beta Sorority, Inc.; provide workshops, distribute handouts which cover parliamentary procedure; aid the Basileus in maintaining order at all times; and judge all parliamentary questions, ans settle them according to Robert's Rules of Order, Constitution and By-Laws.

### **EPISTOLEUS**

The Epistoleus or Journalist/Historian shall keep a memorandum of all interesting chapter events and send them to: Natioanl and local chapters; disseminate in the public press all noteworthy activities of the chapter that are not secret; formulate an interesting history of the chapter for reading on all occasions; and place all souvenirs and newspaper clippings in the chapter scrapbook.

### **ADVISOR AND ADVISORY COMMITTEE**

The sponsoring Graduate Chapter appoints the collegiate advisor and advisory committee from its roster of active members; the collegiate advisor and sponsor are approved by the Graduate Chapter; the advisor and advisory committee shall advise and supervise the activities of the chapter.

**ARTICLE IV  
ELECTIONS**

**SECTION I**

The election of officers shall be by secret ballot.

**SECTION II**

The majority of all votes cast shall constitute a choice.

**SECTION III**

The term of office shall be one academic year.

**SECTION IV**

The election of officers shall occur at the last business meeting in April based on academic year.

**ARTICLE V  
MEETINGS**

**SECTION I**

The chapter shall hold two regular bi-weekly meetings- 51% of the officers and 51% of the active members constitute a meeting.

**SECTION II**

The role of the chapter shall be called at each regular meeting by the Grammateus.

**SECTION III**

Any member absent from two regular meetings within an academic year without legitimate written excuse acceptable to the body is liable to a fine of \$5.00 for each absence there after.

**SECTION IV**

Members who do not pay dues for three meetings without a legitimate excuse acceptable to the chapter may be called unfinancial. Unfinancial members consist of those who have failed to pay yearly National Chapter dues, taxes, fines, and monthly local dues. Inactive members are those who pay dues but do not participate in chapter activities. Such inactive members shall not be eligible to hold office or vote upon any question coming before the chapter. A member may be placed on probation because of dues, academic standing, or taxes for one semester .

**ARTICLE VI  
DUES**

**SECTION I**

The national dues of the Mu Xi Chapter shall be paid to the Tamias of the

chapter in October. She will then forward the dues to the National Executive Secretary before October 31.

## **SECTION II**

The local dues of the Mu Xi Chapter shall be paid to the Tamias and recorded biweekly. The amount shall be determined by the budget at the end of each year.

## **ARTICLE VII CANDIDATE FOR MEMBERSHIP**

### **SECTION I**

All applications for membership must be made in writing.

### **SECTION II**

The name of an eligible, desirable candidate may be presented to the membership by an active member of the chapter. The candidate must submit a letter of interest to the Dean of Pledgees. The candidate must also go through two interviews with the membership committee.

### **SECTION III**

Any candidate showing contempt for the articles of probation shall be barred from the final initiation ceremony by three dissenting votes until such time as the Chapter feels the candidate has displayed a satisfactory attitude. A majority vote may determine the question. The Sponsor and Advisory Committee shall have the authority to investigate and recommend action on all contempt charges.

### **SECTION IV**

The initiation fee shall be no less than \$25.00 payable to the Tamias of the Chapter before initiation. All other dues and fees due to National must be paid at the same time.

### **SECTION V**

Any candidate failing to pay her fee shall be barred from the final initiation ceremony.

## **ARTICLE VIII INTEREST CLUB**

Any person interested in the Sorority but is not ready to pledge shall join the WIZ Club (Women Interested in Zeta).



**ARTICLE IX**  
**AMENDMENTS**

**SECTION I**

Amendments, alterations and additions to this Constitution and By-Laws must be handed in writing to the Basileus of the Chapter thirty (30) days before the next regular meeting of the chapter. The Basileus must give notice of the same immediately to every member in writing. The Advisory Committee needs to review proposed amendments. At the next meeting such amendments, alterations, or additions may be adopted by a two-thirds vote of all members.

**SECTION II**

Any article of this constitution or part thereof that is in direct violation of the Student Government Constitution or By-Laws shall be null and void and declared unconstitutional by the President of the Student Government. Any differences of opinion between the Sorority and the President of the Student Government shall be brought before the Pan Hellenic Council, whose decision shall be final.

CONSTITUTION

PREAMBLE

We, a group of college women, organized as the sister Greek letter Sorority to Phi Beta Sigma Fraternity, do hereby bind ourselves together for the purpose of promoting the cause of education by: encouraging the highest standards of scholarship, uplifting worthwhile projects on college campuses, and within the community, fostering the spirit of sisterly love and promoting the idea of Finer Womanhood.

ARTICLE I  
NAME

The name of this organization shall be Zeta Phi Beta Sorority.

ARTICLE II  
MEMBERSHIP

The Sorority membership shall include undergraduate women students who have at least 30 semester hours to their credit and who meet the requirements for grade point average as established by the Pan-Hellenic Council.

ARTICLE III  
OFFICERS

The Officers of this Sorority shall be Basileus, Dean of Pledges, Co-Dean of Pledges, Grammatous, Corresponding Secretary and Tameias as well as a faculty advisor.

The election of officers shall be by secret ballot and the majority of the votes cast shall constitute a choice. Qualifications for office will be based on membership in the sorority. All members in good standing qualify. The term of office shall be one year. The election of officers shall occur in May at the first business meeting.

ARTICLE IV  
EXECUTIVE COMMITTEE

The Executive Committee shall consists of the Officers of the sorority, and the members of the Pan-Hellenic Council. Term of office shall be one year. Vacancies shall be filled on a volunteer basis unless otherwise designated.

ARTICLE V  
MEETINGS

The chapter shall hold two regular meetings a month. Special meetings may be called at the discretion of the Basileus. The roll of the chapter shall be called at each regular meeting.

Any member absent from three regular meetings without legitimate written excuse acceptable to the body is inactive.

Any member absent from initiation ceremony except for illness or death or urgent business or an acceptable excuse by the body shall be fined payable at the next meeting. (amount will be estimated by group members).

ARTICLE VI  
FINANCES

The funds of the organization will be handled in accordance with established policy procedures of North Carolina Central University.

On "the handling of the Finances of Student Organizations"

ARTICLE VII  
AMENDMENTS

Amendments, alterations and additions to these by-laws must be handed in writing to the President of the Chapter thirty days before the next regular meeting of the chapter. The president must give

notice of same immediately to every member in writing. At the next meeting such amendments. Alterations or additions may be adopted by a two-thirds vote of all members.

#### ARTICLE VIII FACULTY ADVISOR

The faculty advisor shall be elected on the basis of active alumni membership and should be a member of Zeta Phi Beta Sorority. She shall advise the chapter in all matters of importance that call for mature judgment and assistance.

#### BY LAWS

Section 1 All applications for membership must be made in writing. The name of an eligible, desirable candidate may be presented to the membership committee by an active member of the chapter. The membership committee shall present the name to the sorority at the next business meeting for discussion. After investigating the candidate the committee reports to the chapter. A secret ballot is taken at this meeting. If the ballot is favorable, the committee informs the candidate that she may make formal application in writing.

All candidates for membership shall be required to undergo at least two weeks of probation before being finally admitted to membership.

Section 2 The initiation fee shall be no less than \$80.00 covering all expenses and fees due to the Grand Chapter. Part of this money shall be used in attiring the candidates during the pledge period.

The dues of the chapter shall be 2.00 per month and is subject to change according to the budget at the beginning of each year.

Members in arrears financially for three months without a legitimate excuse acceptable to the chapter may be called unfinancial. Unfinancial members consist of those who have failed to pay yearly chapter dues, taxes, fines, and Grand Chapter taxes. Inactive members are those who pay dues but do not participate in chapter activities. Such inactive members shall not be eligible to hold office or vote upon any question coming before the chapter.

Section 3 Election of officers shall take place in May of each year at the first business meeting. Election of officers shall be by secret ballot.

The Basileus of the chapter shall be no less than a junior. It shall be her duty to preside over all meetings; to appoint all committees not otherwise provided for, enforce due observance of the constitution, by laws, and regulations; to call special meetings; to perform the initiation ceremony; to countersign admissions of membership to have general supervision at the chapter; to send an annual report of the work of the chapter to the National President; to sign all orders for the payment of money from the treasury; she shall make no motion nor have a vote except in the case of a tie, when she may cast the deciding vote.

It shall be the duty of the Dean of Pledges to assist the Basileus and to serve in the place of the Basileus when she cannot be present. She shall also be in charge of the pledges.

The Co-dean of Pledges shall assist the dean of Pledges.

The Tamias shall receive all monies from the Grammatous and make all disbursements as required by the constitution, she shall pay all bills as directed by the chapter, taking a receipt for all money paid out and keeping a correct accounting of all receipts and expenditures. She shall submit a written report of financial conditions of the chapter at the last meeting of each school year. She shall also give a written report for the year at the annual election

of officers.

The Grammateus shall keep a record of all minutes of meetings and other duties designated her.

The Corresponding Secretary shall assist the Grammateus and take care of all correspondence outside of the chapter.

Section 4 The accepted rules of order shall be taken from Robert's Rules of Order, Revised.

Section 5 A quorum shall consist of five active members.

Section 6 A majority vote shall carry all business transactions that require such, unless otherwise designated in the constitution.