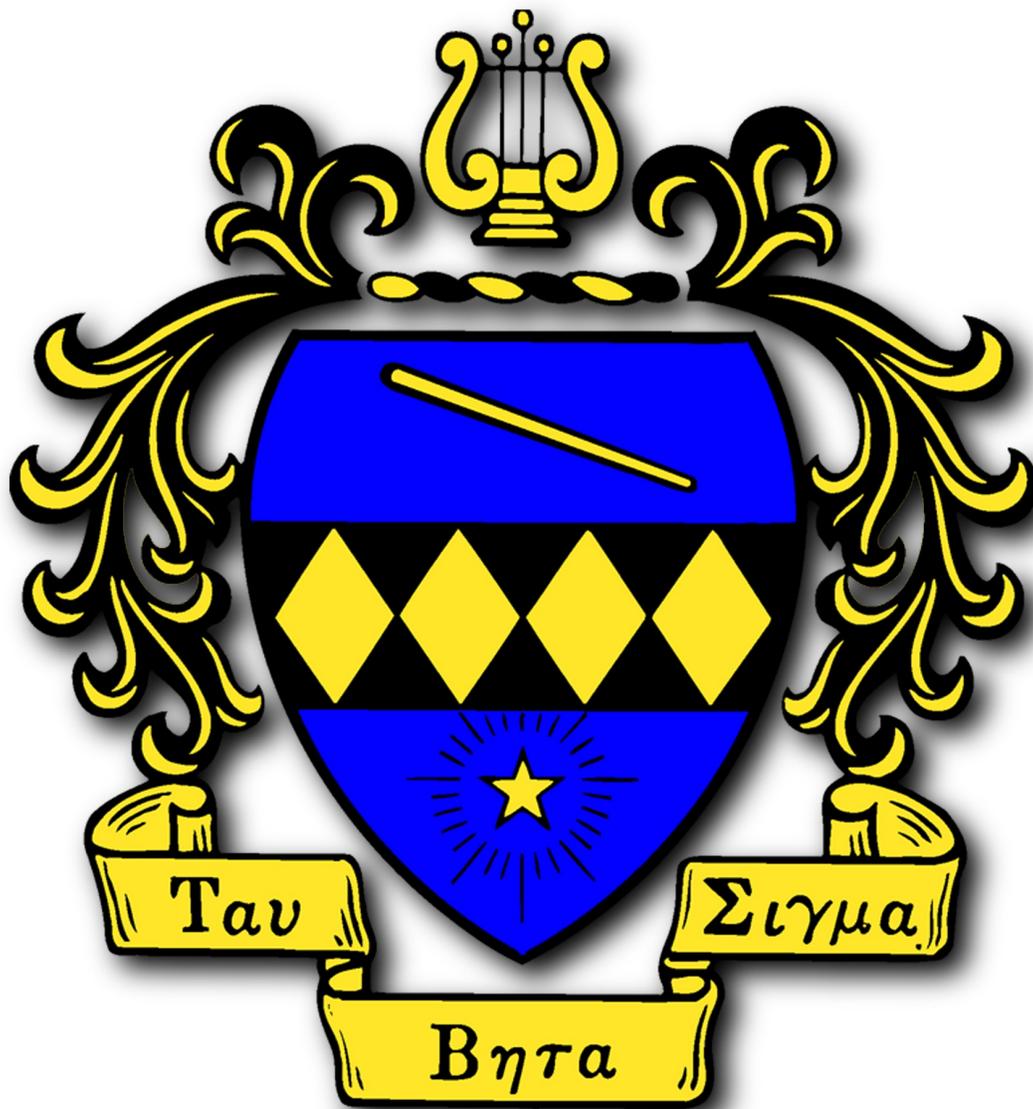


The Constitution Of Tau Beta Sigma- Eta Chi



The University of Rhode Island
Revised: Fall, 2014

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ORGANIZATION AND STRUCTURE

1. GENERAL

1. This document establishes and prescribes the authorized regulations pertaining to the functions and operations for which it is written and which it is part.

2. NAME

1. The name of this organization shall be Tau Beta Sigma, National Band Sorority for College and University Band Members.
2. The chapter name of this organization is Tau Beta Sigma, Eta Chi Chapter, at the University of Rhode Island established on April 9, 1998.

3. CONSTITUTIONAL ADOPTION

1. This constitution is to be adopted on the date of installation. After adoption it becomes operative and effective immediately.
2. This Constitution and its By-Laws are subject to review by the National Executive Director and National Council.

4. CONSTITUTION AMENDMENTS

1. Proposed amendments to this Constitution shall be presented in writing at regularly called meetings of the Chapter, and shall be referred at once to the Committee of Jurisdiction, said report thereon at the same meeting. If three-fourths of the votes cast by the chapter are favorable, the proposed amendment shall be declared adopted, and from and after such adoption it shall become effective immediately, unless otherwise stated in the amendment.
2. If the favorable vote on the proposed amendment is less than three-fourths, yet there is a majority vote, the proposed amendment shall be tabled until the next regularly called meeting of the Sorority. During the interim between meetings, it shall be published in the minutes of the meeting at which it was proposed under the caption "Proposed Amendment to the Constitution." If at the next meeting it shall receive two-thirds vote cast, it shall be declared adopted, and from and after such adoption it shall become operative and effective immediately, unless otherwise stated in the amendment. If a favorable two-thirds vote is not obtained, the amendment shall be declared defeated and shall not be proposed for consideration.

5. MEMBERSHIP

1. Membership shall be opened equally to all members of University of Rhode Island Instrumental Ensembles under the categories of the Jazz Program, Chamber Music, Orchestra (excluding strings), Marching Band, Pep Band, Concert Band, and Symphonic Wind Ensemble.

6. RITUALS AND REGALIA

1. A secret ritual shall be prescribed for the candidate process and their subsequent initiation into chapters of the Sorority. A special ritual shall also be prescribed for the installation of Chapter Officers into their respective offices. The safekeeping of these rituals shall be the responsibility of the Vice President in charge of membership.
2. The various rituals of the Sorority may be revised only by a favorable seventy-five (75) percent vote of the delegates and proxies present at a regularly called convocation of the National Chapter.

**By-Laws of
THE UNIVERSITY OF RHODE ISLAND
TAU BETA SIGMA SORORITY**

GENERAL

1. The name of this chapter is Tau Beta Sigma, Eta Chi, at the University of Rhode Island.
2. This chapter will have jurisdiction over all its members at the University of Rhode Island.
3. This chapter's constitution shall in no way conflict or receive priority over the National and District Constitutions and By-Laws.
4. If this chapter does not submit current chapter fees and membership dues during any academic year, notification will be sent to the chapter, the National President, and the District Chapter. The Chapter's records shall be officially closed, and the prescribed period of colonization would have to be completed in order to become active again. Upon successful completion of this procedure, the chapter shall be reassigned their former Greek name.

OFFICERS

1. The officers of this chapter shall be: President, Vice President of Membership, Vice President of Special Projects, Secretary, Treasurer, and Alumni Historian.
 - a. In the event that there are not enough eligible members, the offices of Secretary and Historian and the offices of Vice President of Membership and Vice President of Special Projects shall be combined.
2. The active members of the chapter shall elect its officers at a regularly called meeting of the chapter.
3. Each chapter officer shall be an active member of the Sorority in good standing at the time of the election and be capable of representing the chapter professionally under all conditions. Each officer shall have the best interest of the Sorority at heart and shall be willing and able to devote the necessary time to the execution of the office. A member who has been elected to an office, but does not actively participate in at least one of the stated ensembles in the course of the term of office, is ineligible to continue as an officer of the chapter. In the event that an officer cannot meet the above stated criteria, the person elected can continue as an officer for that term, provided the whole chapter so desires. If this officer during the proceeding term does not actively participate in at least one of the above stated ensembles, the individual will be automatically dropped as an officer.
4. The offices of President and Vice President must have been active members for the year prior to taking office. The offices of Secretary, Treasurer, and Alumni Historian must have been active members for one academic semester prior to taking office. Exceptions must be decided upon by the chapter sponsor.

5. Election of the officers shall be held by the end of November; and these elected officers shall serve the Sorority for the following Calendar Year. Nominations for each office shall be made from the floor of the meeting and the majority two-thirds vote cast shall be necessary for the election. If the 2/3 majority is not met at the first vote, the chapter can revote a maximum of three total times. If the majority is not then attained after three attempts, the elections must be rescheduled for the following chapter meeting. If the majority is not attained, the president will cast the deciding vote.
 - a. After elections, each newly elected officer shall serve jointly with the corresponding serving officer so as to gain confidence in their new duties.
 - b. In the event an officer should leave their office, an election will be held immediately for all vacancies.
6. The President shall preside at all meetings of the chapter and shall be a member ex officio of all chapter committees. The President shall sign all contracts and other instruments of business incurred by the chapter committees. The President shall be responsible for overseeing all District and National paperwork. In addition, the President shall be designated as the official representative of the chapter whenever such representation is needed.
7. The Vice President of Membership shall be responsible for candidate training and initiation of all members of the chapter. The Vice President of Membership shall also be allowed to request a candidate committee, which will be of aid during the candidate period. The committee shall exist as long as the Vice President of Membership deems necessary and may be terminated with the President's approval. The Vice President of Membership will perform the above duties listed in the amendment 6 in absence of the President.
8. The Vice President of Special Projects (also known as The Vice President of Service) will perform the above duties in the absence of the President, and shall advance the purpose of the Sorority as stated in the Preamble of the Constitution by promoting work of the chapter as performed by its several officers and committees.
9. The Secretary shall record the minutes of all meetings of the chapter. The Secretary shall maintain a permanent record of each active member of the chapter, including name, address, instrument played, and attendance at meetings. The Secretary shall also prepare and send all news items to the National Executive Director and respond to any correspondence written to the chapter. The Secretary will also be responsible for maintaining the chapter's e-mail accounts.
10. The Treasurer shall control the receipts and disbursements of all finances of the chapter, and submit recommendations concerning the financial policies of the chapter as may be required. In addition, this officer shall be responsible for the collection of monies for and the ordering of all regalia from the National Executive Director of the Sorority.

11. Alumni Historian shall be responsible for maintaining a written and pictorial record of the activities of the chapter and of the band. The historian shall be responsible for updating the chapter's family tree as well. The alumni officer shall be responsible for correspondence with the alumni officers in other chapters, and for keeping the alumni of Eta Chi up to date with biographies of old as well as new members.
12. Eta Chi shall serve without monetary compensation for duties performed for the band.
13. Each officer, except the President and Parliamentarian, shall have one vote at all meetings of the chapter. The President shall cast a vote in case of a tie.
14. Each officer will be responsible for submitting an officer report during the last meeting of the month to the executive board of the chapter.

APPOINTED POSITIONS

1. The appointed positions of the chapter shall be Parliamentarian and Webmaster. Appointed positions shall not serve more than two (2) terms in the same position. All appointed officers may serve from President to President for their appointed term.
2. A candidate for an appointed position shall be an Active member in the chapter.
3. A candidate for Webmaster shall have completed one semester of active membership. A candidate for Parliamentarian shall have completed one semester of active membership.
 - a. The responsibilities of the Parliamentarian shall be as follows: To ensure that all meetings are run according to the current edition of Robert's Rules of Order – Newly Revised. Answer all questions pertaining to parliamentary procedure. Revise and publish the Constitution, and to distribute copies of the Constitution to all sisters. Serve as the Advisor to the Jurisdiction Committee. The Parliamentarian shall not cast a vote in Eta Chi.
 - b. The responsibilities of the Webmaster shall be as follows: Maintain the website, updating at least once a month, with content approved by the chapter. The website should include but not be limited to: contact information, officers, appointed positions, Constitution, required forms and documents.
4. Anyone serving in an appointed position may be declared unfit for that position by a majority vote. Anyone so declared shall be immediately relieved of his or her duties.

ELECTED CHAIRS

1. The Elected Chairs shall be Fundraising Chair, Social Chair and if necessary Brother Liaison. Elected Chairs shall be discussed and voted upon on a semesterly basis.
2. The duties of the position of Fundraising Chair are as follows: To compile fundraising ideas and present them to the chapter for review and discussion.
3. The duties of the position of Social Chair are as follows: To plan and organize both joint and sister social events and bring them forward to the chapter.
4. The duties of the position of Brother Liaison are as follows: To meet with the sister liaison, secretary of Kappa Kappa Psi or the e-board of Kappa Kappa Psi to discuss what is happening within the chapter. The Brother Liaison will not attend Kappa Kappa Psi meetings but will get the necessary information from the brothers to report back to the sisters. The Brother Liaison will give a weekly report in the meetings.

COMMITTEES

1. Committees of the chapter shall be appointed as deemed necessary by the President, and shall consist of as many members as the President sees fit.
2. Members of the committees shall serve until relieved of the appointment by the President and/or the Committee Chair.
3. Members in good standing of the Eta Chi chapter may chair a committee. Each Member may not, however, chair more than one active committee at a time.
4. The Jurisdiction Committee shall consist of the Parliamentarian, President, and each oldest (by age) member of the active classes in the chapter. If the Parliamentarian and President are the oldest members then the next oldest active member of their classes shall be on this committee. Parliamentarian and President shall not cast a vote in this committee.
 - a. The Jurisdiction Committee shall review, approve, and submit any proposed changes to the Constitution. Any proposed amendment must earn a majority vote of the Jurisdiction Committee before it reaches the separate session. Proposed changes must be submitted in writing to the Jurisdiction Committee before the last committee meeting. Copies of approved changes must be made available to all Officers, Jurisdiction Committee members, and Sisters.

DELEGATES AND PROXIES

1. This chapter shall be represented at each Precinct, District, and National Convention by either a delegate, an alternate delegate, or proxy. In the absence of a delegate and an alternate delegate to a National Convention or District Convention, this chapter may designate the alternate delegate of another chapter in attendance at the convention to serve as proxy. This chapter may submit a written proxy delegating any other chapter to represent it. The written proxy must be submitted at least thirty (30) days prior to the opening session of the convention. The chapter designated as the proxy must be active and in good standing with the National Office.
2. The President will be first delegate of the chapter for conventions. If the president cannot attend, the next highest-ranking officer attending will be first delegate. The remaining delegates will be officers attending convention. If they cannot or do not want to be the delegate, the chapter will vote on another attending convention.
3. Each chapter delegate shall be an active or conditional member of the Sorority in good standing at the time of election. Each delegate shall be capable of representing the chapter under all conditions at the convention at which delegated. Each delegate shall have the best interest of the Sorority at heart and shall be willing to devote the necessary time to the execution of the duties imposed.
4. The election of the chapter delegates to the annual District Convention shall be held at least thirty (30) days prior to the opening date of the convention. The election of chapter delegates to the National Convention shall be sixty (60) days prior to the opening of the convention.
5. This chapter's delegate shall make the necessary arrangements to be in attendance at each session of the convention to which he or she is delegated, shall be prepared to take part in the business of the convention, and to execute such duties as may be imposed by the convention.

MEETINGS

1. This chapter shall meet once a week during the regular academic school year at the University of Rhode Island. The exact time of the meetings shall be at a time that is favorable to the majority of the chapter members, at the discretion of the chapter President. The meeting times shall be determined one week prior to a given semester.
2. Special chapter meetings may be held upon recommendation of the active members and the chapter President as approved by a fifty (50) percent vote of the chapter officers.
 - a. All special chapter meetings must be made known to all active members at least seventy-two (72) hours prior to the time of a said meeting.
3. Two-thirds (2/3) of all active members in a chapter with at least two chapter officers present shall constitute a quorum at all meetings.
4. In general, the order of all chapter meetings shall be determined by the Chapter President.
5. Each member will be allowed a cumulative three (3) absences from chapter meetings and service projects per semester. If more than three (3) absences are obtained, the member will need to consult the executive board as to the validity of the absence.
 - a. Chapter rituals are mandatory attendance events. Failure to attend without the consensus of the whole chapter will result in the revoking of active status.

FINANCES

1. All Finances of the chapter shall be received and expanded by the chapter Treasurer.
2. The fiscal year of this chapter, Tau Beta Sigma, Eta Chi, at the University of Rhode Island, shall start at the beginning of each school year.
3. The payment of the Active Chapter dues shall be determined at the discretion of the active members at the beginning of the fiscal year.
4. This chapter shall pay an annual chapter fee, as determined by the National Office, which is payable to the National Executive Director on or before November 1st of each year.
5. Any expenditure over \$50.00 or greater than 25% of the chapter's cash on hand, Whichever is the lesser amount, shall require advance approval of the chapter
 - a. Any member wishing to receive reimbursement for purchases pertaining to the Sorority must submit a receipt to the Treasurer and a request to the chapter, which must be approved by the chapter at a meeting.

MEMBERSHIP

1. Chapter membership shall be of seven types: Active, Associate, Honorary, Alumni, Conditional, Life, and Inactive, and shall not be recognized by the chapter until all initiation fees have been paid and the initiation, as prescribed by ritual, completed.
2. All active members of the Sorority shall be persons who actively participate in the band have paid their current membership dues for the year, and maintain a GPA of 2.3(C+) or higher. Active members of the Sorority must participate in at least one of the University of Rhode Island Instrumental Ensembles per academic year. Active members are eligible to hold office, serve on committees, and take part in all business and social affairs of the chapter.
3. In the event that a member of the Sorority is unable to actively participate in the band due to a conflict, an exception may be made by the sponsor. The National Office must approve any exceptions.
4. If an active sister falls below a 2.3 (C+) GPA, (s)he is still an active sister, however, (s)he is unable to take a little or hold office (but can still serve as a chair and on committees), service projects are “optional” to the extent that if (s)he feels like (s)he is falling behind in school, (s)he need not stress making service projects until GPA is brought up. Meetings are still mandatory. If the GPA is not brought up by the end of the next school semester, then said sister will be brought before the current executive board to determine further actions. Sisters below GPA requirement are considered to be in good standing but not eligible for conditional status.
 - a. If a sister whose GPA has fallen is a current chapter officer, said sister may maintain their position as long as GPA is brought up by the end of the current semester. If the GPA remains below a 2.3 (C+), said sister must go before the executive board to determine further action.
 - b. If a sister has been below GPA requirement for two consecutive semesters, said sister must meet with the executive board to be placed under review. Said sister may not hold office (and must resign if they are a current officer), and may also not be on committees. Service projects are considered “optional,” though said sister must still attend meetings.
 - c. If a sister has been below GPA requirement for three or more consecutive semesters, said sister must meet with the executive board and be brought before the chapter to be placed on probation. A sister is placed on probation if they cannot adhere to the laws of the sorority but do not meet the requirements for conditional status. A sister on probation will meet with the executive board before the issue at hand is brought to the chapter. A sister may only be placed on probation with a 3/4ths vote from the chapter. The sister has a reasonable amount of time (usually two semesters) discussed with the executive board to redeem themselves. Probationary sisters are still considered to be active sisters however they may not hold office, or chair position. They also cannot sit on committees, or vote
 - d. If a sister fails to bring her GPA up after the time given by the executive board, said sister must be brought before the executive board to discuss further consequences.

5. Conditional status in the Sorority may be maintained for a year by a formally active member in good standing. A member may request conditional status from the chapter when conflicts arise because of work or class schedules and thus prevents the member from being an active participant of a University of Rhode Island Instrumental Ensemble and/or who are unable to fulfill the duties of an active sister. After one year, the member must return to active status or status will be determined by the chapter. The member in question will not be permitted to vote. Conditional status must be approved by the chapter officers.
6. Associate membership may be granted to members of Tau Beta Sigma who transfer to the University of Rhode Island or a university which does not have an active Tau Beta Sigma chapter and meet the requirements as defined in the present transfer policy. Before becoming eligible for Associate membership, the potential Associate member must be educated in the ritual and traditions of Tau Beta Sigma. Associate members may vote and hold office. The National Council must approve any exceptions.
7. Honorary members of the Sorority shall possess the same general qualifications as active members, except that they shall not necessarily be an active participant of the University of Rhode Island Instrumental Ensembles, nor possess any qualifications as musicians.
 - a. The chapter shall induct Honorary members based on their support of the instrumental program at the University of Rhode Island and of this chapter of Tau Beta Sigma. Honorary members shall not be an undergraduate of this or any other higher education institution.
8. The chapter Vice President of Membership shall be responsible for notifying the National Office of all initiations by use of the "Initiate Registration Form," which must be submitted with the date of initiation and the current initiation fee. The Candidate shall not be considered initiated until the National Executive Director has received the name and proper initiate fee, and until it has been recorded in the Master Chapter Roster at the National Office.
9. The initiation fee shall entitle the initiate to receive a membership certificate, membership card and a gold recognition pin, all to be supplied by the National Executive Director. In addition to the above, the initiate fee fulfills national membership fee requirements during the academic year.
10. The chapter treasury shall determine honorary membership fee payment. The National Executive Director shall provide a special membership card and gold recognition pin.
11. Alumni or Senior members, upon payment of life membership fee together with an application to the National Office, shall be entitled to life membership privileges in the Sorority, providing their addresses are available at the National Office. Purchase of a life membership by a Senior member does not exempt them from payment of annual membership dues during the Senior year.

12. Upon the cause, a member of the Sorority may be suspended indefinitely upon a favorable vote of three-fourths (3/4) of the chapter's total active membership.
13. Any member of a chapter of Tau Beta Sigma Sorority who has recently been an active member of that chapter is, upon transferring to another school, eligible to become an active member of the chapter of that school. Active membership will be granted to the candidate upon participation in a band program at the new school, presentation of current membership card, written recommendation from the candidate's previous chapter, and payment of chapter dues.

CANDIDATESHIP

1. Candidateship may be offered to persons who have completed one semester of active participation in at least one band and are currently an active member of another or the same band during their semester of Candidateship. They shall possess unusually good character, and shall be outstanding persons with leadership potential. The chapter sponsor and officers must approve any exceptions of Candidateship.
2. Any active or associate members of the sorority shall be permitted to propose the name of a person eligible to become a candidate at a chapter meeting. A three fourths (3/4) vote of the chapter's total active membership shall be required to elect a person to candidateship.
 - a. A vote to remove their candidateship must occur anytime before the set date of second degree.
 - b. An emergency vote can be requested after second degree only with good reason. This must be presented to the chapter at an *appropriate* time. An appropriate time allowing a substantial amount of time after second degree, but before third.
3. Before being eligible for Active Membership, a Candidate must serve a term of Candidateship as prescribed by the chapter. A Candidate who fails to meet the requirements of the Sorority chapter may be suspended indefinitely by a three-fourths (3/4) vote of the chapter's total active membership.

REPORTS

1. All official reports of the chapter officers shall be submitted to the National Executive Director in writing unless nationals says otherwise.
2. The Fall Activity Report is due December 1st of each year and the Chapter Summary is due at the end of the school term or June 1st.
3. The chapter Constitution and/or By-Laws shall be submitted with the Chapter Summary Report during even years.

REGALIA

1. Sorority jewelry may be worn at the discretion of the active members, but always in good taste.
2. The pins of Tau Beta Sigma shall always be worn over the heart.
3. The Greek letters of Tau Beta Sigma may only be worn by Active, Associate, Honorary, Alumni, Conditional, and Life members of this chapter.

JOINT CHAPTER

1. The joint chapter of Tau Beta Sigma and Kappa Kappa Psi shall be comprised of the seated delegates of each organization. The current edition of Robert's Rules of Order – Newly Revised shall govern all joint chapter business. Sessions of the joint chapter shall be governed by the presiding officers of Tau Beta Sigma and Kappa Kappa Psi jointly. All officers from each organization shall be responsible for performing their duties as coordinated by presiding officers.
2. If agreed upon, the agenda for each joint session shall be determined jointly by the officers prior to each session. A motion shall only be considered when moved by a delegate of one organization and seconded by a delegate of the other organization. A simple majority of all delegates from each organization shall be required to pass a joint motion.