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# ARTICLE 1. The Chapter

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## Section 1.

This society shall be called the Georgia Tech Chapter of Delta Upsilon Fraternity herein referred to as the Chapter.

## **Section 2.**

The Four Founding Principles of the Chapter shall be:

1. The Promotion of Friendship
2. The Diffusion of Liberal Culture
3. The Development of Character
4. The Advancement of Justice

## **Section 3.**

In accordance with the Four Founding Principles, the Chapter shall be:

1. Non-Secret
2. Non-Sectarian
3. Non-Hazing

## **Section 4.**

These By-Laws are intended to supplement and be deemed subordinate to the Constitution and By-Laws of the Delta Upsilon International Fraternity and wherever any conflict shall arise between any provision thereof and such Constitution and By- Laws of the Delta Upsilon Fraternity, hereinafter called International Fraternity.

## **Section 5.**

The Chapter shall consist of all undergraduate members thereof, and every member shall enjoy equal rights and privileges therein, except as otherwise provided in the Constitution of the International Fraternity.

## **Section 6.**

The Chapter shall have power and authority to collect, receive, hold and disburse funds for the general purposes of the Chapter, and to receive property by gift, devise, bequest,

and otherwise. Where a legacy is payable to the Chapter rather than to the Continuum of Education and such a legacy is legal under the laws of the State of Georgia, the Chapter shall receive the legacy.

## **ARTICLE 2. Amendment Procedures**

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### **Section 1.**

Amendments to these By-laws shall be prepared in writing in suitable form with specified references to the sections of these by-laws to be superseded.

### **Section 2.**

Said amendments must be presented to the President at any regular or special meeting of the Brotherhood at which a majority of the active Chapter is present. After discussion, the proposed amendment must be automatically tabled for one week before a vote is permitted. Under no circumstances must this by-law be suspended. Pursuant to Article 8, Section 47 of Robert's Rules of Order, any vote, unanimous or otherwise, or by general consent of the fraternity, shall be considered null and void.

### **Section 3.**

Said amendments shall, upon approval by 2/3 vote of the active Chapter present and voting, be designated as a bylaw.

## **ARTICLE 3. Definitions**

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### **Section 1.**

General Fraternity Meetings are meetings of the Chapter where business is to be transacted. Hereafter in these By-Laws the term GFM shall denote the General Fraternity Meeting. Quorum shall be defined as 2/3's of the active brotherhood, not including out of town co-ops. People who are ineligible to vote will not count against quorum. In a simple

majority vote there must be at least one more yes vote than no vote. In a 2/3 majority vote there must be exactly two times as many yes votes than no votes.

## **Section 2.**

The Executive Committee is composed of the following seven (7) Chapter officers:

- President
- Vice-President of Member Education
- Member-At-Large
- Treasurer
- Vice-President of Member Recruitment
- House Manager
- Associate Member Educator

Hereafter in these By-Laws, the Executive Committee shall be referred to as the EC. The term ECM shall denote the Executive Committee Meeting.

## **Section 3.**

The Member Education Committee is composed of the following ten (10) Chapter officers:

- Vice-President of Member Education
- Chapter Secretary
- Campus Relations Chair
- Alumni and Parent Relations Chair
- Risk Management and Loss Prevention Chair
- Scholarship Development Chair
- Philanthropy Development Chair
- Athletic Development Chair
- External Events Chair
- Internal Events Chair

Hereafter in these By-Laws, the Member Education Committee shall be referred to as the MEC. The term MECM shall denote the Member Education Committee Meeting.

## **Section 4.**

The Judicial Board is composed of the Member-At-Large as Chairman and five (5) active brothers as specified within these By-Laws. Hereafter in these By-Laws, the Judicial Board shall be referred to as the J-Board. The term JBM shall denote the Judicial Board Meeting.

## **Section 5.**

A Promissory Note shall be defined as a contract signed by an individual who is unable to meet the financial obligations of the fraternity over the course of a semester. This contract shall specify the terms of payment. Hereafter in these By-Laws, a Promissory Note shall be referred to as a P-Note.

An Extended Promissory Note shall be defined as a contract signed by an individual who is unable to meet the financial obligations of the fraternity before graduation. This contract shall specify the terms of payment. Hereafter in these By-Laws, an Extended Promissory Note shall be referred to as an Extended P-Note.

## **Section 6.**

Mandatory Events are events that all Active Brothers and Associate Members are required to attend. Any Active Brother or Associate Member who does not attend any of these events shall be brought before the J-board by the Chapter Secretary. These events are the following:

1. Work Week/Day – an event planned and executed by the House Manager in order to prepare the Chapter property for Rush.
2. Rush – an event planned by the Vice-President Member Recruitment with the primary goal of expanding membership.
3. Associate Member Pinning – an event planned by the Associate Member Educator signifying the induction of a new Associate Member Class.
4. Associate Member Retreat – an event planned by the Associate Member Educator with the primary goal of allowing the Brotherhood the opportunity to grow closer to the Associate Members
5. Associate Member Initiation – an event planned by the Associate Member Educator signifying that the Associate Members are now fully initiated Active Brothers.
6. GFM
7. Recruitment Seminar - an event planned by the Vice-President Member Recruitment

with the primary goal of educating brothers on how to properly and effectively conduct Rush

## **Section 7.**

An Associate Member shall be any prospective brother of Delta Upsilon who has accepted a duly offered bid, taken the oath at a pledging ceremony, and who has not been initiated or de-pledged. No person shall remain an Associate Member for more than two semesters unless he is re-bid by the Chapter.

## **Section 8.**

All active brothers will be required to complete a work task each semester at the direction of the House Manager in order to maintain proper upkeep and maintenance of the Chapter House.

# **ARTICLE 4. Membership Procedures**

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## **Section 1.**

The Vice-President of Member Recruitment shall be delegated the power to extend a bid to any male undergraduate student who is duly enrolled at Georgia Tech and otherwise eligible for brotherhood. The Chapter shall also be empowered to extend a bid upon an 80% vote. A re-vote may be requested by any member present and voting.

## **Section 2.**

An Active Brother may cast a vote pertaining to an Associate Member at any time past the third week after his pledging by bringing up the matter during criticism at a regular GFM or by informing the Vice-President Member Education. Only the following types of votes may be cast:

- A Hold – This vote shall mean that the Active Brother voting wishes to resolve a conflict between himself and the Associate Member before that Member's initiation. The Brother may remove this hold at any time before the first initiation rite by

informing the Vice-President of Member Education. An Associate Member may accumulate any number of holds.

- A Blackball – This vote shall mean that the Active Brother voting wishes the Associate Member in question to be removed from the Fraternity. The number of Blackball votes necessary to remove an Associate Member shall be equivalent to eight percent of the Active Brothers rounded down. In order to cast a blackball upon an Associate Member, the Active Brother must have already cast a hold on that Associate Member no less than one week prior to casting the blackball. If the Associate Member receives the requisite number of blackballs, he is immediately removed from the Fraternity. Blackballs are permanent and CANNOT be removed. Under extreme circumstances, any Active Brother may petition the Judicial board to cast an immediate blackball, bypassing the hold period.

If, at the beginning of Initiation Week, an Associate Member has accumulated a combination of Hold and Blackball votes that is equal to eight percent of the chapter rounded down, he will not initiate. An Associate Member may also hold himself over and choose not to initiate. A held-over Associate Member, either by vote or by choice, may remain an Associate Member for another semester but must receive a vote of two-thirds confidence by the chapter at the start of semester in order to return.

## **Section 3.**

In order to become an Initiated Brother, an Associate Member must achieve satisfactory grades for all classes taken based on midterm grades. If the Associate Member does not meet this requirement, a hold is placed by the fraternity on the Associate Member, and this remains at the discretion of J-board until suitable improvement is shown.

## **Section 4.**

Roll book numbers shall be assigned to initiating Members at the time of initiation according to the following guidelines:

1. Each Associate Member Class shall be considered separately and the lowest roll book numbers shall be assigned to the Associate Member Class that was pledged first.
2. Roll book numbers within an associate class shall be determined by a ranking system

developed by the Associate Member Educator. This system shall be posted and available at all times throughout the pledge semester. The Associate Member Educator shall present the point system to the Executive Committee at the first ECM of the semester. The Executive Committee shall approve the ranking system by a majority vote. The Associate Member Educator shall then present the ranking system to the Chapter at the first GFM of the semester. The Chapter shall approve the ranking system by a majority vote.

## **Section 5.**

All pledging shall be in accordance with the Rules and By-Laws of the International Fraternity, the Inter-fraternity Council, and the Rules of Georgia Tech. All men pledged shall participate in the Associate Member Pinning ceremony and admitted through the rite of initiation provided in the Constitution and By-Laws of the International Fraternity.

## **Section 6.**

Brothers of Delta Upsilon, duly initiated at other Chapters, who transfer to Georgia Tech, may apply for active status in the Georgia Tech Chapter after a period of two months enrollment at Georgia Tech. Their entry into active status shall be approved by a majority vote of those present and voting at a duly called regular GFM, said election to active status to take place not less than one week after their written application for affiliation has been presented at a GFM. The affiliated Brother would then be an Active Brother for the purposes of these By-Laws.

## **Section 7.**

Any male affiliated with the Georgia Tech Chapter of Delta Upsilon may become an Honorary Brother of the Georgia Tech Chapter, if approved by a 90% vote of the Active Brothers and is initiated in accordance with these By-Laws.

# **ARTICLE 5. Rights, Duties, and Privileges of Members**

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## **Section 1.**

All Active Brothers may vote on all fraternity actions.

## **Section 2.**

No Active Brother shall be suspended or expelled except in accordance with the By-Laws of the International Fraternity.

## **Section 3.**

No Active Brother shall be relieved of any responsibilities or denied any of the privileges applicable to an Active Brother under these By-Laws or under the Constitution and By-Laws of the International Fraternity, unless he shall become an Alumnus or as otherwise in these By-Laws or in the Constitution and By-Laws of the International Fraternity.

## **Section 4.**

An initiated Brother shall not terminate his membership in the Chapter, nor shall he be dismissed there from except through expulsion. However, a Member may petition for leave to resign pursuant to the International Fraternity Constitution.

## **Section 5.**

Any person who is not an Active Brother or Alumnus may be refused the courtesies of the Chapter House as determined by the Judicial Board, or upon a majority vote at GFM.

## **Section 6.**

Parking in the parking lot of Delta Upsilon fraternity is reserved solely for brothers who both live in house and currently possess a car on campus. Guest parking leniency, assigned parking, and punishments for those who violate parking rules are at the House Manager's discretion.

# **ARTICLE 6. Meetings**

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## **Section 1.**

Special meetings may be called in the following manners:

1. The President with the advice and the approval of the Executive Committee may call special meetings of the Chapter.
2. The President with the advice and approval of the Executive Committee may call special meetings of the Executive Committee.
3. The Vice-President Member Education with the advice and approval of the Member Education Committee may call special meetings of the Member Education Committee
4. The Member-At-Large with the advice and approval of the Judicial Board may call special meetings of the Judicial Board.

Meeting time and date for any particular meeting may be changed by a majority vote of the Chapter at a previous GFM.

## **Section 2.**

A quorum shall constitute two-thirds of the active brotherhood present. No business shall be transacted unless there is a quorum present.

## **Section 3.**

The order of exercises at all regular meetings shall be as follows:

1. Meeting called to order by the President.
2. Roll call, report of a quorum.
3. Chapter Secretary's report.
4. Approval of the previous GFM's minutes.
5. President's report.
6. Approval of the previous ECM's minutes.
7. Member-At-Large's report.
8. Approval of the previous JBM's minutes
9. Treasurer's report.
  1. Assistant Treasurer's report.
10. Vice-President of Member Recruitment's report.

1. Rush Chair's report
11. House Manager's report.
  1. Assistant House Manager's report.
12. Associate Member Educator's report.
13. Vice-President of Member Education's report.
  1. Campus Relation Chair's report.
  2. IFC Representative's report.
  3. Alumni and Parent Relations Chair's report
  4. Risk Management and Loss Prevention Chair's report.
  5. Scholarship Development Chair's report.
  6. Philanthropy Development Chair's report.
  7. Athletic Development Chair's report.
  8. Internal Events Chair's report.
  9. External Events Chair
14. Questions and Additions.
15. Old Business.
16. New Business.
17. General Announcements.
18. For the Good of the Order.
19. Song, Dog, and Fish master
20. DU of the week award.
21. Recognition of alumni present.
22. General criticism.
23. Associate Member Criticism
24. Adjournment.

## **Section 4.**

On any parliamentary issue not directly specified in these by-laws, Robert's Rules of Order, Newly Revised Edition, shall determine procedure.

## **Section 5.**

Neither the Chapter, nor Executive Committee, nor the Member Education Committee, nor the Judicial Board nor any other authoritative body of the Chapter shall have the authority to pass an amendment, motion, or ruling that is retroactive in nature.

## **Section 6.**

In general, discussion on any motion or resolution shall remain under five minutes. For important discussions, a maximum extension time of ten minutes beyond the original five minutes may be granted at the discretion of the President. Additional extensions may be granted by majority vote of the Chapter. Discussion during an impeachment hearing may not be limited.

## **Section 7.**

The President shall not have the power to rule out of order any motion to overturn the chair.

# **ARTICLE 7. Officer Elections**

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## **Section 1.**

Elections will be held no sooner than Associate Member Initiation and no later than the first GFM of December. Elected Officers shall be chosen by a majority vote at a regular GFM after each nominee has been given the opportunity to deliver a speech. The elections shall take place over the course of 3 (three) GFM's using the order in Article 7 Section 6 with the last election of the first GFM being House Manager so that EC is elected at the first GFM, the last election of the second day being the External Events Chair so that MEC is elected at the second GFM, and the J-Board Representatives elected at the third GFM in accordance with Article 7 Section 4.

## **Section 2.**

To be eligible for election one must be an Active Brother and must meet the following requirements:

1. All officers must have a GPA of 2.75 or higher overall, or be in their first semester of school.
2. J-Board Members must be paying full dues and owe no debt to the fraternity under all accounts totaling greater than one hundred dollars (\$100)

3. A Brother may appeal his eligibility to the J-Board at a JBM preceding the election in which the Brother in question wishes to participate. The J-Board may decide by a majority affirmative vote if the Brother in question is eligible for election.
4. All appeals for eligibility must be approved before the election in which the Brother in question wishes to participate. Under no circumstances may this by-law be suspended. Any vote, unanimous or otherwise, or by general consent of the fraternity, shall be considered null and void.

## **Section 3.**

Nominations are to be made at the GFM prior to the one at which the election will take place. After this time, nominations may only be submitted to the President in writing and must include the signature of the nominator, the signature of the seconder, and the name of the pertinent.

## **Section 4.**

At the ECM prior to the first officer nominations, EC shall vote on the matter of appointing the Assistant Treasurer to the position of Treasurer; Rush Chair to the position of Vice-President of Member Recruitment; and Assistant House Manager to the position of House Manager as decided by a majority vote. If EC votes to deny the appointment of the current Assistant Treasurer to Treasurer, then the Treasurer shall also be elected during elections prior to the election of Assistant Treasurer. If EC votes to deny the appointment of the current Rush Chair to Vice-President of Member Recruitment, then the Vice-President of Member Recruitment shall also be elected during elections prior to the election of Rush Chair. If EC votes to deny the appointment of the current Assistant House Manager to House Manager, then the House Manager shall also be elected during elections prior to the election of Assistant House Manager.

## **Section 5.**

Each Associate Member Class (which includes fall and spring semester of the same school year) shall be allowed to nominate and elect a Representative Member for the J-Board so that at least one Member from each Associate Member Class is represented on the J-Board. Those Members in their fifth year of school or above will have only one Member represented on the J-Board. If a Member cannot be found from a particular year,

the Chapter can be asked at a GFM to nominate suitable candidates whom the Associate Member Class may then select from.

## **Section 6.**

Officer elections shall be in the following order:

1. President
2. Vice-President of Member Education
3. Member-At-Large
4. Assistant Treasurer – If the circumstances stated in Article 7, Section 3 of these By-Laws require it to be such, Treasurer shall be elected prior to, followed by the election of Assistant Treasurer
5. Rush Chair – If the circumstances stated in Article 7, Section 3 of these By-Laws require it to be such, Vice-President of Member Recruitment shall be elected prior to, followed by the election of Rush Chair
6. Assistant House Manager – If the circumstances stated in Article 7, Section 3 of these By-Laws require it to be such, House Manager shall be elected prior to, followed by the election of Assistant House Manager
7. Associate member Educator
8. Chapter Secretary
9. Campus Relations Chair
10. Alumni and Parent Relations Chair
11. Risk Management and Loss Prevention Chair
12. Scholarship Development Chair
13. Philanthropy Development Chair
14. Athletic Development Chair
15. Internal Events Chair
16. External Events Chair
17. Representatives for J-Board from each Associate Member Class – In accordance with Article 7 Section 1 of these By-Laws.

## **Section 7.**

All officers as listed in Article 6. Section 6. are to be transitioned on the GFM that includes J-Board Elections following Elections. This will only hold the exception if said elected officer is out of town the semester he is elected. This will result in a special induction

ceremony during the first GFM of spring semester.

## **Section 8.**

No person may hold more than one elected position, an elected position and an appointed position, or more than one appointed position within the same term unless otherwise specified within these By-Laws.

If the number of positions exceeds the number of Active Brothers, EC positions and Chapter Secretary shall be filled first; MEC positions shall be filled second, J-Board positions shall be filled third, with the remaining positions filled on an as needed basis. Excluding during the transition period (after inductions and before the end of the semester) during which the Treasurer still acts as head of meal-plan and acts as a tutor toward the Assistant Treasurer.

## **Section 9.**

Failure to meet the following requirements will automatically remove the Brother in question from the specified Chapter officer position:

1. If upon election a Brother is found to have not been eligible for election and the Brother did not have an approved appeal.
2. Membership on the J-Board shall be contingent upon maintaining less than a \$100 debt to all chapter accounts past the tenth (10th) day of issuance of bills for the term
3. A Brother may appeal his eligibility to the J-Board. The J-Board may decide by a majority affirmative vote if the Brother in question is eligible to remain in office.

## **Section 10.**

If any Active Brother believes that an officer of the Chapter is not discharging the duties of his office adequately or is not conducting himself in a manner befitting of a Brother, he may initiate the following procedures to remove the accused from office:

1. A motion shall be presented to the Chapter at a regularly scheduled GFM. The motion shall state the charges against the officer and the Chair cannot rule it out of order.
2. The motion will automatically be tabled for one week.
3. At the next regularly scheduled GFM, the motion is taken off the table for discussion.

The Brother who made the motion may abridge or withdraw the motion. The accused officer may defend himself against the charges.

4. If the Brother who made the motion is not present at the meeting, the motion is automatically dropped. If the accused officer is not present, then the discussion will proceed without his defense.
5. Open discussion will follow and may not be limited.
6. When the discussion is completed, the motion will pass upon two-thirds affirmative vote of the active Brothers present and eligible to vote.

## **Section 11.**

If a Chapter officer believes that any officer under his supervision is not discharging the duties of his office adequately or is not conducting himself in a manner befitting of a Brother, he may initiate the following procedures to remove the accused from office:

1. A motion shall be presented to the J-Board at a regularly scheduled JBM. The motion shall state the charges against the officer and the Chair cannot rule it out of order.
2. The motion will automatically be tabled for one week.
3. At the next regularly scheduled JBM, the motion is taken off the table for discussion. The officer who made the motion may abridge or withdraw the motion. The accused officer may defend himself against the charges.
4. If the officer who made the motion is not present at the meeting, the motion is automatically dropped. If the accused officer is not present, then the discussion will proceed without his defense.
5. Open discussion will follow and may not be limited.
6. When the discussion is completed, the motion will pass upon majority affirmative vote of the Judicial Board present and eligible to vote.

## **Section 12.**

Should any officer not be able to complete his full term in office, a special election will be held within two weeks. Unless the aforementioned officer is the President, Treasurer, Vice-President of Member Recruitment, or the House Manager; the President may appoint an Active Brother to hold the office for the period until the new officer is elected. This appointed Active Brother may continue to hold any previous office.



## **Section 13.**

Each elected officer, with the exception of the J-Board Representatives, shall receive the following incentives, with conflicts being resolved based on order of initiation of officers:

1. Top priority for assigned parking for those elected brothers living in the house.
2. Additional half a semester of housing priority for each semester they serve in office, excluding summer semester.
3. Highest priority will be given to those elected officers wishing to move into the house if empty space is available.

## **Section 14.**

A run-off will occur any time an election involving more than two candidates results in no single candidate receiving a majority of the votes. There will be a second vote between the two candidates receiving the most votes. A two minute discussion will occur if a run-off occurs. In a run-off, the winner is simply the candidate who receives the most votes.

# **ARTICLE 8. Officers**

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## **Section 1.**

The President shall preside at the meetings of the Chapter and Executive Committee.

The President shall coordinate and lead meetings of the Chapter and Executive Committee. The President shall serve as a liaison to the Georgia Tech Inter-fraternity Council, the Georgia Tech chapter of Delta Upsilon Alumni Advisory Board, the Chapter, the community, the International Fraternity, and any Georgia Tech campus services. He shall be responsible for all reports to the Delta Upsilon Quarterly and the Georgia Tech chapter newsletter. He shall work closely with every EC officer to ensure that all of their duties are well executed and supported, especially with the planning of the Brotherhood retreat. The President may bring any Chapter officer to the Judicial Board for impeachment.

## **Section 2.**

The Vice-President of Member Education shall perform the duties of the President in the temporary absence or disability of the President. He shall chair the Member Education Committee.

He shall be responsible for Chapter participation in Georgia Tech events to include but not limited to Dean Dull, Greek Week, and Homecoming. He shall be responsible for the education and development of all Active Brothers. He shall be responsible to the Executive Committee for the conduct and performance of all officers on his committee. The Vice President Member Education may bring any MEC officer or any officer under the supervision of an MEC officer to the Judicial Board for impeachment. These appointed and elected officers are:

- Chapter Secretary shall keep a record of the proceedings the active Membership, the MEC, and other such matters of interest or value to the Chapter. He shall keep a record of who is absent from Mandatory Events as defined in Article 3 Section 6 and report this information at the first regular JBM following the missed event. He shall also keep a record of the Associate Member points as approved by the Member Education Committee. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are:  
(none)
- Campus Relations Chair shall be responsible for Chapter involvement with on campus activities and groups to include but not limited to Sororities, Fraternities, and Cultural organizations. He shall work closely with the Campus Relations Committee to ensure that the Chapter's interests are served within the campus community as well as propose any mixers with campus organizations. He shall chair the Public Relations Committee. He may bring any Active Brother or Associate Member he feels is damaging the perceived image of the fraternity to the J-Board. He shall be responsible for creating all fraternity T-shirts to include but not limited to: fall and spring Rush as specified by the Vice President of Member Recruitment for at least one social event per semester as specified by the External Events Chair, Semi-Formal in the fall as specified by the External Events Chair, Formal in the spring as specified by the External Events Chair, Homecoming in the fall as specified by the MEC, and Greek Week in the spring as specified by the MEC. He shall also be responsible for all event publicity as deemed necessary. He shall be responsible for planning all mixers. He shall be responsible to the MEC for the conduct and performance of all officers on

his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)

- Alumni and Parent Relations Chair shall be responsible for improving relations with Alumni and Parents. He shall work closely with the Alumni Association to keep a record of all Graduate Members of the Chapter with their addresses, occupations, and other matters that may be of interest. He shall plan and execute at least one Brother/Alumni event per semester in coordination with the MEC. He shall keep all Alumni informed of the Chapter activities and posted on the Chapter website at least semesterly. He may bring any Active Brother or Associate Member he feels is damaging the perceived alumni and parents image of the fraternity to the J-Board. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)
- Risk Management and Loss Prevention Chair shall work with the other members of the MEC to reduce risk in the Chapter. He shall educate the entire membership on Fraternity policy and risk management in general. He shall provide regular reports to the Chapter and to the General fraternity concerning risk education and ensure that the Chapter operates under guidelines established by federal, state, local, institute, and fraternity officials. He may bring any Active Brother or Associate Member he feels poses a risk to themselves or to the best interest of the fraternity to the J-Board. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)
- Scholarship Development Chair shall maintain high scholastic standards for the Chapter. He shall maintain a scholarship file for all Active Brothers and Associate Members and be responsible for keeping an updated lecture note and test file. He shall ensure that the MEC activity schedule is coordinated in order to minimize event impact on scholarly activities. He may bring any Active Brother or Associate Member he feels is not meeting the academic standards of the fraternity to the J- Board as well as any Brother who violates quiet hours as specified in these By-Laws. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)
- Philanthropy Development Chair shall be responsible for all philanthropic events of

the Chapter. He shall work closely with the Member Education Committee to plan at least two Chapter philanthropy events per semester. He may bring any Active Brother or Associate Member he feels is not meeting the philanthropy standards of the fraternity to the J-Board. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)

- Athletic Development Chair shall be responsible for all sports events of the Chapter, to include but not limited to all intramural, Homecoming sports events, and Greek Week sports events. He shall work closely with the Member Education Committee to plan and coordinate these activities. He may bring any Active Brother or Associate Member he feels is not meeting the athletic standards of the fraternity to the J-Board. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)
- Internal Events Chair shall be responsible for all social events of the Chapter held at the house He shall work closely with the Member Education Committee to plan these events that include but are not limited to registered parties, unregistered parties, Karaoke Night, Wet Day, and in house date nights. He may bring any Active Brother or Associate Member he feels is not meeting the cultural standards of the fraternity to the J-Board. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)
- External Events Chair shall be responsible for all social events of the chapter to be held off campus. He shall work closely with the Member Education Committee to plan these events that include but are not limited to Semi-Formal and Beach Weekend in the fall, Formal and Mountain Weekend in the spring, and any off-campus date nights. He may bring any Active Brother or Associate Member he feels is not meeting the cultural standards of the fraternity to the J-Board. He shall be responsible to the MEC for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)

## **Section 3.**

The Member-At-Large shall serve on the Executive Committee, have the responsibility to serve as the voice of the Chapter on the Executive Committee and take minutes of the Executive Committee, to Chair the Judicial Board, and to serve as a moderator of GFM General Criticism. As chair of the Judicial Board, it is his responsibility to take minutes of all proceedings and to ensure that all Members brought before the J-Board are notified of any and all decisions relating to that Member as well as informing all officers responsible for carrying out any sanctions deemed necessary by the J-Board. He shall be responsible to the Executive Committee for the conduct and performance of all officers under his supervision. He may bring any officer under his supervision to the Judicial Board for impeachment. These elected officers are:

- All representatives to the Judicial Board as defined in these By-Laws.

## **Section 4.**

The Treasurer shall have charge of all financial and related matters subject to the supervision of and under the direction of the House Corporation. He shall keep proper books of the Chapter's accounts in accordance with the instructions of the Alumni Chapter and shall report weekly to the Chapter at regular meetings with a correct statement of the financial condition thereof and shall make a like statement to the Committee on Undergraduate Activities of the International Fraternity. He shall present a budget, to be approved by the EC, at the first ECM of each term. He shall be responsible to the Executive Committee for the conduct and performance of all officers under his supervision. He may bring any officer under his supervision to the Judicial Board for impeachment. These elected officers are:

- Assistant Treasurer shall learn the responsibilities of the Treasurer and shall perform the duties of the Treasurer in the temporary absence or disability of the Treasurer. He is responsible for working with the Treasurer on financial related matters on an as needed basis. He shall have charge of the kitchen account to include the upkeep of the kitchen facility, creating and maintaining a semesterly Meal Plan budget, and supervision of all kitchen employees. He shall present a budget, to be approved by the EC, at the first ECM of each term.

## **Section 5.**

The Vice-President of Member Recruitment shall coordinate the recruitment program of

the Chapter. He is responsible for educating the membership in the proper techniques of rush and for planning and directing the Chapter's formal, informal and summer rush efforts. In addition the Vice-President of Member Recruitment is fully responsible for training the Rush Chair during the time in which he holds the position. The Vice- President of Member Recruitment is also responsible for reporting to EC the development of the Rush Chair. He shall, in coordination with the Chapter Secretary, keep a record of who was absent from fall and spring Rush and report this to the Judicial Board at the first JBM of the semester. He shall be responsible to the Executive Committee for the conduct and performance of all officers under his supervision. He may bring any officer under his supervision to the Judicial Board for impeachment. These elected officers are:

- Rush Chair shall learn the responsibilities of the Vice-President of Member Recruitment and shall perform the duties of the Vice-President of Member Recruitment in the temporary absence or disability of the Vice-President of Member Recruitment. He is responsible for working with the Vice-President of Member Recruitment on recruitment related matters on an as needed basis. He shall be responsible planning and executing at least one rush event per semester.

## **Section 6.**

The House Manager shall be responsible for the wellbeing of the house and grounds. He shall also be responsible for the administration of room assignments. He shall be responsible for organization and execution of Work Week, to be conducted the week prior to Fall Rush. He shall be responsible for the organization and execution of mid-semester house upkeep which shall be determined at the beginning of each semester. He shall, in coordination with the Chapter Secretary, keep a record of who is absent from Work Week activities and report this to the Judicial Board at the first regular JBM of Fall Semester. He shall be responsible to the Executive Committee for the conduct and performance of all officers under his supervision. He may bring any officer under his supervision to the Judicial Board for impeachment. These elected officers are:

- Assistant House Manager shall be responsible for learning the responsibilities of the House Manager and shall perform the duties of the House Manager in the temporary absence or disability of the House Manager. He is responsible for working with the House Manager on house and grounds related matters on an as needed basis. He shall be responsible for assigning work assignments throughout the year as designed by the House Manager and reporting any and all fines or credits to the Treasurer.

Work assignments for the entire semester shall be posted within two weeks of the conclusion of Rush with assignments prior being posted at the discretion of the House Manager.

## **Section 7.**

The Associate Member Educator shall be responsible for the education and development of all Associate Members of the chapter. He shall prepare the Associate Member education curriculum. He shall present to the EC the Associate Member point system at the first ECM of every semester. He shall plan Associate Member Pinning, the Associate Member Retreat, and the Associate Member Initiation. He shall be responsible to the Executive Committee for the conduct and performance of all officers on his committee. He may bring any officer under his supervision to the Judicial Board for impeachment. These appointed officers are: (none)

# **ARTICLE 9. Committees**

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## **Section 1.**

The President shall appoint such committee chairmen and officers, as he deems necessary.

## **Section 2.**

Special committees shall be dissolved upon completion of their assignment. The chairman of a committee shall be responsible to report to the Chapter concerning the actions of the committee as requested by the President.

## **Section 3.**

Committee meetings, other than regular meetings, shall be announced at regular GFM or notice posted at least 24 hours before the meeting. No business shall be transacted nor shall the meeting be called to order unless there is a quorum present. A quorum shall consist of a majority of the members of the committee.

## **Section 4.**

The Campus Relations Committee shall be responsible for dealing with all facets of the chapter public relations efforts on and around the Georgia Tech campus. The committee shall meet as deemed necessary to accomplish their objectives. The committee shall be chaired by the Campus Relations Chair and shall be composed of members selected by the Campus Relations Chair and approved by the Executive Committee. Duties of the committee members include but are not limited to coordinating mixers.

## **Section 5.**

Scholarship Committee shall be made to monitor the adherence to the scholarship program. The committee shall meet as deemed necessary to accomplish their objectives. The committee shall be chaired by the Scholarship Chair and shall be composed of members selected by the Scholarship Chair and approved by the Executive Committee. Duties of the committee members include but are not limited to checking class attendance of brothers and associate members on the scholarship program.

## **Section 6.**

Any chapter officer may create a committee in which that officer is the chairman. Any active member may suggest the creation of a special committee to the President. These committees may have their own internal structure as the chairman deems necessary, report at GFM, and will be held accountable by the President regarding plans and actions.

# **ARTICLE 10. The Executive Committee**

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## **Section 1.**

The Executive Committee shall consist of the President, Vice-President of Member Education, Member-At-Large, Treasurer, Vice-President of Member Recruitment, House Manager, and Associate Member Educator. A quorum of the Executive Committee shall consist of 4 (four) Members. In the event of a tie, the President's vote shall be the decider.



## Section 2.

The Executive Committee shall have general oversight of the Chapter and shall meet prior to each meeting of the Chapter. Any Brother or Associate Member of the Chapter may attend and speak on any matter that affects or pertains to himself only. Its duties shall be the following:

1. To assist the President and other officers in the administration of their duties.
2. To make decisions in matters that does not require the attention and vote of the entire Chapter.
3. Keep detailed accounts of all reasons why any decision was approved or not which are to be kept on record by the Member at Large and made available if contested as well as for future reference by the Executive Committee.
4. Discuss and set the Chapter dues, the House fees, and the Meal Plan fees for each semester at the second to last ECM of the preceding semester. The Chapter dues, the House fees, and the Meal Plan fees must be approved by a 2/3 vote of the Chapter at the second to last GFM of the preceding semester.
5. Discuss and set the Chapter budget, the House budget, and the Meal Plan budget for each semester at the second to last ECM of the preceding semester. The Chapter budget, the House budget, and the Meal Plan budget must be approved by a 2/3 vote of the Chapter at the second to last GFM of the preceding semester.
6. Adjust the fees and budgets as necessary during the current semester and approve budgets for new events or projects. All adjustments must be approved by a 2/3 vote of the Chapter at the first GFM following the ECM vote on the matter.
7. Approve any contract that appropriates Chapter funds. The contract must be signed by the officer (either elected or appointed) directly involved, but must have a majority vote of approval from EC and additionally be signed by the Treasurer and or the President. Any decision by the Treasurer to deny a contract may be overturned by a 2/3 vote of the Active Chapter, present and voting, at any GFM within the next 2 weeks of the decision provided finances allow for the expenditure.
8. If an unanticipated expense is incurred, the Treasurer may adjust the budgets for any previously budgeted event or project without committee approval. If the Treasurer adjusts the budget, the Treasurer must inform the Executive Committee at the next ECM.

## Section 3.

An Executive Committee Member may propose sanctions to the J-Board as he deems necessary in accordance with these by-laws.

## **Section 4.**

During the ECM, a Committee member may not vote on any such matter which directly affects that member.

## **Section 5.**

If an EC member accrues two or more unexcused absences in any academic term, impeachment proceedings shall begin immediately, with the petition being excluded.

## **Section 6.**

Any decision, ruling, or motion determined by the Executive Committee may be overturned by a 2/3 vote of the active Chapter, present and voting, at any GFM within 2 weeks of the ECM vote on the matter.

# **ARTICLE 11. The Member Education Committee**

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## **Section 1.**

The Member Education Committee shall consist of the Vice-President of Member Education, Chapter Secretary, Campus Relations Chair, Alumni and Parent Relations Chair, Risk Management and Loss Prevention Chair, Scholarship Development Chair, Philanthropy Development Chair, Athletic Development Chair, Internal Events Chair, and External Events Chair. A quorum of the Member Education Committee shall consist of 7 (seven) Members. In the event of a tie, the Vice-President of Member Education's vote shall be the decider.

## **Section 2.**

The Member Education Committee shall have general oversight all Active Brothers' and Associate Members' development and shall meet after each GFM but before the next ECM. Any Brother or Associate Member of the Chapter may attend and speak on any matter that affects or pertains to himself only. Its duties shall be as follows:

1. To assist the Vice-President of Member Education and other officers in the administration of their duties.
2. To make decisions in matters that does not require the attention and vote of the entire Chapter.
3. Plan events and activities which contribute to the development of the Active Brothers and Associate Members.
4. Discuss and set the Associate Member point system for each semester before the start of the semester. The point system must be approved by the Chapter at the first GFM of the semester.
5. Keep detailed accounts of all reasons why any decision was approved or not which are to be kept on record by the Secretary and made available if contested as well as for future reference by the Member Education Committee. The Vice-President of Member Education must ensure that minutes are kept and submitted to the chapter before the next GFM.

### **Section 3.**

A Member Education Committee Member may propose sanctions to the J-Board as he deems necessary in accordance with these by-laws.

### **Section 4.**

During the MECM, a Committee member may not vote on any such matter which directly affects that member.

### **Section 5.**

If a MEC Member accrues two or more unexcused absences in any academic term, impeachment proceedings shall begin immediately, with the petition being excluded.

### **Section 6.**

Any decision, ruling, or motion determined by the Member Education Committee may be overturned by a 2/3 vote of the active Chapter, present and voting, at any GFM within 2 weeks of the MECM vote on the matter.

# ARTICLE 12. The Judicial Board

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## Section 1.

The Judicial Board shall be comprised of the Member-At-Large as Chairman and five Active Brothers so that at least one Member from each Associate Member Class (which includes fall and spring semester of the same school year) is represented on the J-Board. Those Members in their fifth year of school or above will have only one Member represented on the J-Board. A quorum of the J-Board shall consist of 4 (four) Members of the J-Board. The Member-At-Large will not vote unless there is an absence of a majority vote; in which case, the vote of the Member-At-Large shall be the decider.

## Section 2.

The Judicial Board shall have general oversight of the Chapter to include all Active Brothers and Associate Members and shall meet after each ECM but before the next GFM. Its duties shall be as follows:

1. Hear, review and decide upon punishments and sanctions for actions by an individual or group of individuals deemed inappropriate by the Judicial Board and not specified elsewhere in these by-laws.
2. Hear, review, and decide upon all violations of the House Rules as approved by the Chapter each semester.
3. Hear, review, and decide upon all financial cases coming before them including but not limited to: appealed Meal Plan excuses, P-Notes, Extended P-Notes, room assignments, reduced dues, work week excuses, and transfer of funds between House accounts outside of normal business needs and activities.
4. Hear, review, and decide upon all scholastic cases coming before them including but not limited to: violations of the Georgia Institute of Technology Honor Code and all violations of quiet hours as defined in these by-laws.
5. Member-At-Large must keep detailed accounts of all reasons why any case brought

before the J-Board was approved or not, which are to be kept on record and made available if contested as well as for future reference by the J-Board. The Member-At-Large must ensure that minutes are kept and submitted to the chapter before the next GFM.

6. Member-At-Large must keep the J-Board sanctions policies and precedence document and made available if contested as well as for future reference by the Board.
7. Report all decisions to the Chapter at the first GFM following JBM.

## **Section 3.**

All fines as specified in Article 13 of these bylaws shall be reported to the J- Board by the Member-At-Large and automatically levied by the Treasurer. The J-Board shall have the authority to hear appeals of these fines on a case by case basis within two weeks of notification of the offending member.

## **Section 4.**

For non-monetary violations, the J-Board shall have the authority to accept appropriate sanctions as proposed by the offending member on a case by case basis. These sanctions must be presented to the J-Board at the first JBM following notification of the violation by the Chair and must be approved by a simple majority of the J-Board.

## **Section 5.**

In all other circumstances, the J-Board shall have the authority to impose sanctions as defined in Article 13 Section 5.

## **Section 6.**

Any Brother or Associate Member of the Chapter may attend and speak on any matter that affects or pertains to himself only, unless acting as a witness to another individual.

## **Section 7.**

All Brothers must have proper notification that charges are being brought before the J-

Board. If a Brother has not received proper notification, as deemed by a majority vote of the J-Board, the charges will be tabled at least until the next JCM. Additional time may be granted by a majority vote of the J-Board. Proper notification requires that the following conditions are met:

1. The Brother in question has been notified at least 24 hours prior to the JCM at which the charges will be brought.
2. The notification must be addressed specifically to the Brother in question. Mass emails or other methods of non personal communication are not acceptable.
3. It is the responsibility of the Brother bringing the charges to ensure that the Brother in question is properly notified.
4. In the case of suspension charges, the Brother in question must be notified in writing of the suspension charge, the reasons for said charge, and the date and time of the suspension hearing.

## **Section 8.**

J-Board Members shall be sanctioned in accordance with these by-laws

## **Section 9.**

During the JBM, a J-Board Member may not vote on any such matter which directly affects that Member.

## **Section 10.**

If a J-Board Member accrues two or more unexcused absences in any academic term, impeachment proceedings shall begin immediately, with the petition being excluded.

## **Section 11.**

Any decision, ruling, or motion determined by the Judicial Board may be overturned by a 2/3 vote of the active Chapter, present and voting, at any GFM within 2 weeks of the JBM vote on the matter.

# **ARTICLE 13. Sanctions**

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## **Section 1.**

Sanctions shall be imposed upon Brothers and Associate Members as deemed necessary by the Chapter or the Judicial Board in accordance with these by-laws.

## **Section 2.**

All sanctions unless otherwise stated, may be appealed to the Chapter or the Judicial Board, whichever body imposed the sanction. The J-Board may not overrule a Chapter decision. A sanction, unless otherwise noted, may not be appealed later than two regular GFM's or JBM's following the date the sanction was imposed. A sanction will be carried out no later than three weeks after it was imposed, or by a date explicitly determined by the sanctioning body.

## **Section 3.**

The Judicial Board shall hear all cases of Un-Brotherly Conduct (UBC), and upon a finding of guilt of said charge, may at its discretion impose sanctions of varying severity as deemed appropriate by the J-Board. UBC charges may be brought by the Judicial Board or any group of Brothers or any individual Brother. The J-Board shall define unbrotherly conduct in each individual case. The decision of the Judicial Board may be appealed to the Chapter within the two weeks of the decision. The Chapter shall have the authority in each case to overturn the decision or in upholding the decision, may reduce or overturn the sanction.

## **Section 4.**

The J-Board shall hear all cases involving an inadequate fulfillment of membership requirements, as defined in the by-laws and upon a finding of guilt of said charge, may at its discretion impose sanctions of varying severity as deemed appropriate by the J-Board. These cases shall be brought forth by the prevailing officer of the respective requirement who may suggest an appropriate sanction. The decision of the Judicial Board may be appealed to the Chapter within the two weeks of the decision. The Chapter shall have the authority in each case to overturn the decision or in upholding the decision, may reduce or overturn the sanction.

## Section 5.

Sanctions can be either full or partial as determined by the sanctioning body. Possible sanctions include but are not limited to:

1. Suspension shall be defined as the loss of all privileges afforded to a fully active brother and shall not exceed 1 year in duration.
2. Removal from Chapter office. This sanction can only be applied if Article 7 Section 11 has been met.
3. Social Probation shall be defined as loss of privileges to attend non- mandatory events and any event paid for from the Fraternity treasury.
4. Sports Probation shall be defined as loss of privileges to participate in intramural athletics as a member of any Fraternity sponsored team.
5. Property Probation shall be defined as a loss of privileges to use the Chapter facilities.
6. Parking Probation shall be defined as a loss of privileges to use the Chapter parking lot or grounds for the storage personal property.
7. Loss of housing privileges shall be defined as the loss of privileges to live in the house.
8. Loss of vote shall be defined as loss of voting privileges during the business portion of GFM.
9. Loss of voice shall be defined as loss of speaking privileges during the business portion of GFM, ECM, MECM, or JCM.
10. Loss of housing priority
11. Increased work assignments
12. Increased study hours
13. Increased philanthropy
14. Event sober monitor
15. Event clean up and/or set up

## Section 6.

The Chapter or the Judicial Board shall be empowered to fine any Brother or Associate Member for failure to comply with sanctions imposed by the J-Board or by the General Chapter. The amount of the fine shall be determined by whichever governing body imposed the original sanctions but shall be no less than \$5 nor exceed \$100 unless otherwise stated in these By-Laws.



## Section 7.

The Treasurer shall fine a Brother or Associate Member who does not properly complete a Work Assignment as determined by the House Manager. The fine will be imposed at the first regular JBM following the missed Work Assignment. The rate of the fine will be as follows:

- Normal Days: \$10 per missed assignment
- Star Days: \$20 per missed assignment

A brother or Associate Member may complete another Brother's or Associate member Work Assignment if said Member has not fulfilled the requirement as stated above by midnight, the day of the assignment. The Brother or Associate Member who makes up this missed assignment shall be credited as follows:

- Normal Days: \$10 per missed assignment
- Star Days: \$20 per missed assignment

A Star Day shall be defined as a day with additional cleaning requirements that do not need to be completed every single day. Days shall be designed Star Days at the discretion of the House Manager and clearly communicated to the chapter.

A Brother or Associate Member who does not complete their Mid-Semester House Upkeep requirement as defined by the House Manager will receive the following fine:

- \$50 per uncompleted requirement

## Section 8.

Any Active Brother or Associate Member involved in any violation of Chapter Policies as defined in the By-Laws including but not limited to sexual harassment, hazing, or any abuse of alcohol or drugs, defined as:

1. Any situation that attracts attention from outside the Georgia Tech Chapter of Delta Upsilon Fraternity, or
2. Any incidence of sexual harassment, hazing or any abuse of alcohol or drugs as defined by the J-Board in each individual case, (the charge may be raised by the J-Board, any group of Brothers, or an individual Brother. The decision of the JB may be appealed to the Chapter at the next GFM by either party.)

Will result in immediate sanctions for the respective Brother or group of Brothers as determined appropriate by the J-Board. These sanctions may include, but are not limited to the following:

1. Any sanctions explicitly defined in Article 11, Section 5
2. Any fines imposed upon the Georgia Tech Chapter of Delta Upsilon Fraternity by any outside organization for violations of Georgia Tech, local, state, and or federal laws shall be the imposed upon each individual or group of Brothers responsible for the actions resulting in said fines.
3. Required participation in an appropriate counseling program conducted by the Georgia Tech counseling center. The counseling program will be approved by the JBM. The JBM will appoint a senior Brother to attend the program with the Brother Associate Member.

Failure to comply with sanctions imposed by the J-Board will result in suspension of any or all of the rights and privileges of membership. Failure to begin the program within one term of the J-Board decision will automatically begin expulsion proceedings in accordance with the by-laws of the International Fraternity.

## **Section 9.**

All brothers whose previous term GPA is below a 3.00 shall be placed on the scholarship program. In addition all associate members who receive one or more unsatisfactory on their midterm grade report shall have added requirements.

All brothers whose previous term GPA is below a 3.00 shall have the following requirements as part of the scholarship program:

1. Meet with the scholarship chair during the 1st two weeks of the semester and review GPA goals and how to accomplish them. Participants should be prepared with previous semester grades, current semester schedule, and the syllabus of all current courses.
2. Attend at least one office hour for each class prior to the institution's drop date. Office hours may be substituted with a meeting with the professor or TA at the scholarship chair's discretion.

Qualifying brothers who fail to meet these requirements shall be subject to the consequences defined in clause 4.

In addition to the requirements defined above, all brothers whose previous term GPA is below a 3.00, and all associate members who receive one or more unsatisfactory on their midterm grade report shall have the following requirements:

1. A biweekly meeting with the Scholarship Chair on a predetermined time and day (e.g. Sunday at 2pm) discussing grades and achievements on any papers, projects, tests, quizzes or assignments.
2. Attend one additional office hour for each class prior to the first reading period. Office hours may be substituted with a meeting with the professor or TA at the Scholarship Chair's discretion.
3. Attend all classes and sit in the front third of the class.

Qualifying brothers who fail to meet these requirements shall be subject to the consequences defined in clause 4.

Consequences for not complying with requirements defined above shall be as follows:

1. First violation shall result in a warning from the scholarship chair.
2. Second violation shall result in sober monitor duties at an event selected by the scholarship chair.
3. Third violation shall result in the violating brother being forbidden to attend an event selected by the Scholarship Chair.
4. Any following instances will be taken to the Judicial Board where consequences may be up to and including probation, suspension, or termination of membership.

Any brother or associate member who is placed on the scholarship program may appeal to the Scholarship Chair to be removed from the program.

## **ARTICLE 14. Finances**

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### **Section 1.**

The Chapter shall not be empowered to raise funds by means other than those described in these by-laws from the Brothers, Associate Members, and Boarders without prior consent of a majority of the Active Members at a Chapter meeting.

## **Section 2.**

The financial year of the Chapter shall be divided into two portions. The first portion shall be designated the Active Chapter Period and shall consist of Fall and Spring Semesters. The second portion shall be designated the Passive Chapter Period and shall consist of Summer Semester. Dues and Parlor Fees will only be collected during the Active Chapter Period.

## **Section 3.**

EC shall be empowered to change any of the rates mentioned in Article 14 Section 4, Section 5 and Section 6 of these by-laws with a majority vote. All changes must specify the reason for the change, the difference between the old and new amount, the total new amount, and the semester in which the change will first be applied. EC shall not be empowered to violate Article 14 Section 1 of these by-laws. The Chapter must approve all changes with a 2/3 majority vote of the active Chapter, present and voting, at any GFM within 2 weeks of the ECM vote on the matter. Should the Chapter overturn the EC decision the amount charged will revert to the previous amount specified in the by-laws. All monetary changes approved by the Chapter shall be recorded in these by-laws by the Member-At-Large.

## **Section 4.**

Chapter dues shall be charged to all active Brothers according to the following:

1. Dues shall be charged at the rate of one thousand one hundred forty (\$1,140) per semester during the Active Chapter period of the fraternity to each Active Brother. Dues will increase at a rate of 3% every two semesters at the transition from spring to fall in order to account for United States currency inflation; no-by-law amendment will be required to update the rate in accordance to this rule. The following shall be included within this payment:
  - A fee as specified by International collected from all Associate Members and Brothers, including graduating Seniors, in the last billing period of Spring term and shall be held for liability insurance payable October 1st. No by-law amendment will be required to alter this fee; it will increase or decrease according to any changes in the International insurance fee.

- A fee as specified by International shall be collected from all Associate Members and Brothers for membership dues. No by-law amendment will be required to alter this fee; it will increase or decrease according to any changes in the International membership fee.
2. A fee equal to that specified by Delta Upsilon International, as Pledging Fee, and a fee equal to the specified by the Inter-fraternity Council, as Pledging Fee shall be collected from each person at the time of his pledging. No person shall be pledged until his has paid the Pledging Fee. Accordingly, a fee equal to that specified by Delta Upsilon International as an Initiation Fee shall be collected from each person at the time of his initiation. No person shall be initiated until his fee is paid.
  3. For all new pledges dues shall be charged at a rate of five hundred seventy dollars (\$570). The same fees included in standard active brother dues (Article 14, Section 4, Subsection 1) shall be applicable to new member dues. The total amount in this section in addition to the amounts in Article 14 Section 4 Subsection 2 shall not exceed the total amount in Article 14 Section 4 Subsection 1.
  4. Brothers who participate in the Georgia Tech Study Abroad program or the Georgia Tech Co-op program outside of the Atlanta area and who are on their work term are responsible for paying one-half (1/2) of the Active Brother dues specified in Article 14, Section 4, Subsection 1. Co-ops who live and/or work in the Atlanta area and expect to retain all privileges of active membership shall be charged full dues. On campus co- ops shall be charged full dues
  5. The Treasurer shall present the semesterly dues and budget for the Chapter, to be approved by the EC, at the ECM before the second to last GFM of the preceding Active term. The dues and budget may be approved in accordance with Article 10 Section 2 Subsections 4 and 5.

## **Section 5.**

The House budget must be balanced. This includes all house monthly utility and alumni rent payments. As such no money collected from dues shall be used to pay house monthly utility and alumni rent payments. The House budget shall be funded by the following:

1. Rent shall be charged at the rate of two thousand dollars (\$2,000) per semester during the Active Chapter period of the fraternity to each Active Brother who chooses to live in the house. The following shall be included within this payment:

- A fee of one thousand three hundred dollars (\$1,300) per housing spot for payment of the Georgia Tech Chapter of Delta Upsilon Fraternity's Alumni Association rent as set by the Chapter landlords.
  - A fee of seven hundred dollars (\$700) per housing spot for payment of monthly utilities.
  - An additional fee of two hundred dollars (\$200) per housing spot shall be charged to persons who live in the house but are not Active Brothers. These persons shall be referred to as boarders. Boarders will pay a total of two thousand two hundred dollars (\$2,200) per semester during the Active Chapter period.
2. Any room(s) not filled by the end of the housing sign-ups will be the responsibility of the active brother(s) that were most recently initiated as per role book number. Said room(s) will go to the next greatest role book number(s) if:
- The Brother is already living in the house.
  - The Brother is bound by another contract.
  - The brother is not financially able to pay for the room (as judged by the current treasurer).
3. Rent shall be charged at the rate of one thousand two hundred fifty dollars (\$1250) per semester during the Summer period of the fraternity to each Active Brother who chooses to live in the house. The following shall be included within this payment:
- A fee of six hundred dollars (\$600) per housing spot for payment of the Georgia Tech Chapter of Delta Upsilon Fraternity's Alumni Association rent as set by the Chapter landlords.
  - A fee of six hundred fifty dollars (\$650) per housing spot for payment of monthly utilities.
  - An additional fee of one hundred dollars (\$100) per housing spot shall be charged to persons who live in the house but are not Active Brothers. These persons shall be referred to as boarders. Boarders will pay a total of one thousand three hundred fifty dollars (\$1350) per semester during the Summer period.
4. A fee of one hundred fifty dollars (\$150) per Active Brother per semester during the Active Chapter period of the fraternity, as Property Fee, for the Georgia Tech Chapter of Delta Upsilon Fraternity's Alumni Association rent as set by the Chapter landlords. The total collected Property Fees shall not exceed twenty percent (20%) of the total rent of the previous Active Semester.

5. All persons moving into the Chapter House must post a \$100.00 deposit with the Treasurer. This \$100.00 deposit must be maintained the entire time that the said person is living in the Chapter House. The Treasurer shall apply any part or all of this deposit to defray any expenses on the part of the depositor. At that time, the depositor shall remit an amount that will bring the balance of the deposit to at least \$100.00. The deposit shall be returned when the depositor moves from the Chapter House and the House Manager signifies that the room is in satisfactory condition. This deposit shall be forfeited if a person decides to move out of the Chapter House and does not notify the House Manager before the deadline for room applications. This does not apply to those who move out of the Chapter House for reasons beyond their control, i.e. failing out of school, being drafted, etc. The deposits are to be paid to a separate account. This account will remain idle until it has reached a minimum of \$3500 (with interest) and will only be withdrawn from when:

- Upon forfeiture of a deposit the Treasurer may transfer the \$100 to the house checking.
- When someone moves out of the house, they are given their deposit back.
- When the balance reaches \$3500, up to \$500 may be withdrawn for chapter use.
- In case of a chapter financial emergency, the Treasurer may, upon agreement of himself and the President, withdraw money from this account to be transferred to the house checking account. The Chapter must be informed of this action at the next GFM. Any money withdrawn from the room deposit account for this purpose must be replaced within thirty (30) business days.

6. The Treasurer must present the semesterly fees and budget for the House, to be approved by the EC, at the ECM before the second to last GFM of the preceding Active term. The fees and budget may be approved in accordance with Article 10 Section 2 Subsection 4 and 5.

## **Section 6.**

The Meal Plan budget must be balanced. This includes all utility, food, supply, and employee expenses. As such no money collected from dues shall be used to pay Meal Plan utility, food, supply, and employee expenses. The Meal Plan budget shall be funded by the following:

1. Meal Plan Fees shall be charged at a rate determined on a semesterly basis during

the Active Chapter period of the fraternity. All Active Brothers and Associate Members who live on campus shall participate in the Chapter Meal Plan. Exceptions shall be granted to those members whose excuses are approved by the Assistant Treasurer. Any excuse, which fails, may be appealed to the J-Board. The Assistant Treasurer shall have the authority to enforce adherence to excuses as approved by the J-Board.

2. Meal Plan Fees shall be charged at a rate determined on a semesterly basis during the Summer period of the fraternity to each Active Brother who chooses to purchase a Meal Plan.
3. The Assistant Treasurer must present the semesterly fees and budget for the Meal Plan, to be approved by the EC, at the ECM before the second to last GFM of the preceding Active term. The fees and budget may be approved in accordance with Article 10 Section 2 Subsection 4 and 5.

## **Section 7.**

The Treasurer shall be directly responsible for all financial matters regarding the Chapter budget and House budget, and shall oversee the Assistant Treasurer in matters regarding the Meal Plan budget. The Treasurer shall:

1. Keep accounts for all Brothers, Associate Members, and any other person who shall be responsible for making payments to the house. He will be responsible to bill for all dues, fees, room, and other financial obligations that such individuals may incur and owe. Bills must be issued to each individual who owes the Chapter money within the first 2 weeks of a given semester during the Active Chapter Period, and are due ten (10) days after being issued. Money paid by an individual to the Fraternity shall pay for the following items in the order listed:
  1. Money will go toward paying off the amount(s) remaining on any defaulted P-Note(s).
  2. Money will go toward paying off the amount(s) remaining on any current P-Note(s).
  3. Money will go towards paying off all current debts and/or fees.
2. Credit all accounts as necessary. Credits shall be given upon prior approval for receipts turned in no later than ten (10) days after the purchase. Anyone without a receipt or challenging a credit amount shall bring the issue before the Judicial Board.
3. Keep the checkbook under lock and key. Checks will be written only by the Treasurer or President and signed only by the eligible officers (President, VP of Member



Education and Treasurer). Any member of the chapter found guilty of an attempt to improperly access the checkbook or sign a check shall be immediately brought up on charges of un-brotherly conduct and possible expulsion.

4. Be responsible for reporting the financial status of the chapter at regular fraternity meetings (ECM and GFM) in the following manner:
  1. A list of current AR (with names)
  2. Outstanding bills that the fraternity owes.
  3. Announce at each ECM, the specific budgets remaining for every office that maintains a budget throughout the year.

## **Section 8.**

All active Associate Members and initiated Brothers of the Fraternity must sign the Inter-fraternity Council's standard payment statement form as well as the Fraternity's Financial Obligation form. This shall be done within thirty (30) days of becoming involved with the fraternity. No P-Notes shall be granted to individuals who have not signed and submitted both forms.

## **Section 9.**

The Treasurer may, upon his discretion and investigation, approve a P-Note as specified within these By-Laws. If bills (payable to any of the fraternity accounts) are unpaid, delinquent individuals owing more than \$100 shall be required to sign a P-Note.

Delinquent individuals may sign a P-Note at any time before, but no later than the second week of each semester. Any delinquent individual, who does not sign a P-Note before the second week of the semester, shall be brought before the Judicial Board by the Treasurer. An acceptable P-Note is one that is payable by the first day of the last month in the term. However, the Judicial Board may, upon its discretion and investigation, approve an Extended P-Note as specified within these By-Laws. Anyone who misses any payment on their P-Note will have 10% yearly compounded interest assessed on the amount of the missed payments. The names of members who missed a payment shall be reported by the Treasurer of the Chapter at the next GFM. The Treasurer and or the Judicial Board may only alter a P-Note upon written agreement.

Additionally, for extreme cases of delinquency, without an Extended P-Note, the following consequences will be applied two weeks before the end of each semester, including summer:

- Anyone owing more than \$2500 to the fraternity will not be allowed to live in the chapter house after the end of the semester.
- Anyone owing more than \$4000 to the fraternity will have expulsion charges brought against them by the Treasurer at the next GFM.

## **Section 10.**

The Judicial Board upon the detailed review of a Brother's financial status may decide to grant the signing of an Extended P-Note which shall compound the moneys owed to the chapter for those terms which a Brother is financially unable to pay the Fraternity but wishes to remain a part of the Chapter. An acceptable Extended P-Note is one that is payable within six months after graduation with a minimum payment of fifty (\$50) per month and a two percent (2%) interest rate compounded monthly from the time of issuance of the Extended P-Note, should any payment be defaulted. The Judicial Board may only alter an Extended P-Note upon written agreement.

This privilege may be refused/revoked upon the following conditions:

- The Brother petitioning for extended payment of dues cannot demonstrate a true need for this privilege. Any Brother who has been granted reduced dues at any time has no guarantee that the privilege will be extended.
- A Brother who has already been granted an extended payment arrangement demonstrates that he has not presented all financial information available to the Judicial Board by participating in other activities which are not required by school or their employer(s) but which do require a financial source. Any Brother found to be guilty of this shall be immediately asked for his resignation (with the contractual obligation still due).

## **Section 11.**

The House Manager shall announce at a regular meeting of the Chapter and post on the bulletin board the availability of room applications for the following term. This shall be done by the eighth week of the term. Mailed notices shall be sent the seventh week of the term to all Brothers not in school but who are expected to be in school the following term. Applications for Fall Semester house residency shall be opened by the eighth week of Spring Semester. Room assignments shall be made by the House Manager according to the preferences of the Brothers submitted to him in writing. All applications for house

rooms shall be due no later than two weeks after the opening date. The Judicial Board according to the following priority system shall resolve conflicts.

1. The Brother's outstanding debts to the House, including the Kitchen account, shall not exceed \$100.00. Under special circumstances, this section may be overturned by a unanimous decision of the Judicial Board if a satisfactory plan of payment has been agreed upon by means of a P-Note. While the plan of payment is in effect, if payment is missed the Brother or Associate Member will have no priority for the term after which said payment was missed.
2. The president shall have priority on room 1 however; Article 14, Section 11, Subsection 3, "Any Brother who is financially responsible for a space in the Chapter house shall have priority in the room continuously" does not apply to room 1 should the next elected president choose not to replace the previous president in room 1.
3. Any Brother who is financially responsible for a space in the Chapter house shall have priority in the room continuously for a maximum of 6 active (Fall or Spring) semesters. This procedure will stand unless the Brother's cumulative grade point average is below a 3.0, and both of the Brother's past two full-time academic semesters resulted in a grade point average below 2.6, as determined by an annual grade analysis of all brothers on January 1st of every calendar year. At this point, or at the expiration of the 6 allotted semesters in the Chapter house, or 10 Fall or Spring semesters enrolled at Georgia Tech, the brother will lose squatting privileges and be moved to the bottom of the priority list for the duration of the next individual housing signup period.
  1. Following the loss of squatting privileges, a brother may regain the priority points that he previously accumulated by earning a minimum 2.6 grade point average for one semester in which the brother completes a minimum of 6 credit hours in the summer or 12 credit hours in fall or spring semesters.
  2. If the brother affected by a loss of housing priority as specified in Article 14, Section 11, Subsection 3 feels that he is an exception; he may then appeal his case to the E.C.
4. Second priority to move into the house shall be given to all elected officers. Next priority shall be the total number of terms one has been financially responsible to the Fraternity for a space in the Chapter house, except for a Brother who has been dropped from the school roll because of unsatisfactory scholarship, or who has been inactive for more than two school terms of Active Chapter period shall have House priority below that of the least senior Brother at the time of re-admission or at the time the Brother becomes active. This procedure will stand unless a brother seeking

to initially move into the house has less than a 2.6 cumulative grade point average at the time of housing signups, in which case said brother will be moved to the bottom of the priority list.

1. For every summer term one has been financially responsible for a space in the Chapter house, additional priority equal to one-half (1/2) Spring or Fall term's priority shall be awarded to that Brother's total number of terms.
2. For every semester during the active chapter period, all elected officers shall receive additional priority equal to one-half (1/2) Spring or Fall term's priority in addition to their priority gained from living in the house.
3. For every semester one assumes the role of house dishwasher, additional priority equal to one-half (1/2) Spring or Fall term's priority shall be awarded to that Brother's total number of terms.
4. For every semester one is selected to join a committee officially sanctioned by the Inter-fraternity Council, additional priority equal to one-half (1/2) Spring or Fall term's priority shall be awarded to that Brother's total number of terms.
5. Roll book number shall resolve any conflict not resolved by the previous methods. All brothers who expect to be ineligible to live in the House shall present their cases to the Judicial Board before the House room application deadline. Boarders located by the House Manager shall fill all room assignments not filled.
6. All persons renting a room from the Chapter must sign the housing contract provided by the House Manager. All persons that agree to the housing contract are financially responsible for the Fall and Spring semester's total rent and housing fees. Appeals will be heard by the E.C.
  1. No person graduating in a Fall semester may live in the Chapter house for that semester. No person may sublet a room in the Chapter house to a Brother, nor may they sublet a room if there are any Brothers or Associate members who desire to live in the Chapter House, with the exception of the following section (1). This By-Law may not be suspended but may be amended.
    1. Once during the time in which a person is a Brother of the fraternity, they may sublet the room they are currently financially responsible for to another Brother or Associate Member to retain the housing priority contained in Article 14, Section 11, Subsection 3 of these By-Laws ("Squatter's Rights"). However, the Sublettee will gain all other privileges of being financially responsible for a room in the Chapter House as outlined in Article 14, Section 11. Additionally, that space must be sublet to the Brother with the highest priority desiring to live in that space

2. Provided that no additional Brothers or Associate members desire to live in the Chapter House during the summer term, the subletting of any room may be considered pre-approved by the Chapter for that term.
3. The House Manager reserves the right to deny the subletting of any room. This may be overturned by a simple majority vote of the Chapter or J-Board.
4. If a Brother wishes to gain priority for subletting a room, they will not receive any monetary compensation for finding a person to fill their space in the Chapter House.
5. No Brother may sublet more than one room, nor may they occupy the Chapter House as well as sublet a room in it.
6. Priority for subletting of rooms is as follows:
  7. All Brothers signing contracts to live in the house themselves will have first priority determined by Article 14, Section 11 of these By-Laws.
  8. Second priority will be given to Brothers wishing to sublet rooms. Any disputes will be settled by the same priority system outlined in Article 14, Section 11 of these By-Laws.
2. Any person intending to sublet their room must notify the House Manager no less than five (5) days prior to the close of housing sign ups. The House Manager will then assign their priority according to the prior (f.) Brothers may not sublet rooms after this period unless approved by the House Manager and their priority is reassigned according to the prior (f.). Additionally, the Brother intending to sublet is responsible for payment of rent and housing deposit at the time of signature of contract and all collections from the sublee. That Brother is also responsible for any damage done to the house and any monetary compensation required by the fraternity for that damage.

## **ARTICLE 15. The Delta Upsilon Undergraduate Endowment Fund**

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### **Section 1.**

The Delta Upsilon Undergraduate Endowment Fund is an entity managed and maintained by the Delta Upsilon Alumni Board. This fund is financed by undergraduate, alumni board, and alumni donations. This fund exists to indefinitely provide the undergraduate chapter

financial support for purposes including but not limited to recruitment scholarships, brotherhood scholarships, house renovations, and house maintenance.

## **Section 2.**

The process for withdrawing funds shall be handled in the following manner:

1. Following an annual audit of the Undergraduate's budget preceding the Fall Semester, the Executive Committee will fill out a withdrawal request which will then be voted on by the Chapter by a 2/3 vote. If approved this form will be submitted to the Alumni board for evaluation.
  1. The submitted form shall contain line items with quotes and any other relevant/supporting documents that justify the withdrawal of the amount of money prescribed in the form.
  2. The Alumni Board will vote to withdraw money for each line item described in the form
2. The chapter and EC has a responsibility to ensure that the funds withdrawn go towards their prescribed use, otherwise the amount of misappropriated or unused money will be returned to the Alumni Board to be deposited back into the Undergraduate Endowment Fund.
3. Given extenuating circumstances, money can be withdrawn at a time other than the annual audit

## **Section 3.**

Growth and size requirements:

1. The amount requested by the Undergraduate Chapter shall allow a net gain of the Endowment Fund of at least 3% (excluding donations) from July of the preceding year to July of the current year to ensure that this endowment fund can grow to provide financial support to the chapter in future years.
2. All Bylaw's regarding the Fund Growth and Size will be reevaluated in years divisible by 5 and/or at the financial milestones of \$100,000, \$200,000, \$500,000, and any doubling in value in perpetuity.

## **Section 4.**

## Undergraduate Donations:

1. Undergraduate donations shall never be budgeted for in the chapter approved budget
2. Undergraduate donations shall predominantly be derived from the profits from renting the house out during the summer or from the excess/unused funds derived from the buffer in the chapter approved budget.
3. Before a donation is made, EC shall present the amount they propose to donate and where that amount is derived to the chapter for a vote. In order for the donation to be made a 2/3 chapter vote is required for the motion to pass.

# CHAPTER POLICIES

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## A Resolution on Sexual Harassment

As approved by the Board of Directors of the Fraternity and 151st Convention

Adopted Feb 26, 1986

WHEREAS, Delta Upsilon Fraternity finds sexual harassment of any kind, at any time, completely unacceptable and abhorrent; and

WHEREAS, Delta Upsilon Fraternity is committed to the individual worth and merit of each person; and

WHEREAS, it is the particular responsibility of fraternity members to be responsible for all with whom we come in contact; and

WHEREAS, it is a fraternity concern that all who are involved with Delta Upsilon Fraternity be assured every reasonable, safe, and secure environment;

NOW, THEREFORE, BE IT RESOLVED THAT this 151st Convention does go on record as declaring that sexual harassment, in any form is totally unacceptable for members and chapters of the Delta Upsilon Fraternity.

## A Resolution and Statement of Position on Member and

# **Chapter Responsibilities and Conduct**

As approved by the Board of Directors of the Fraternity and the 151st Convention

Adopted Feb 26, 1986

WHEREAS, Delta Upsilon Fraternity, established upon a foundation of Justice, declares that it is the responsibility of each pledge and member to have respect for, concern about, and appreciation of the innate worth of each individual; and

WHEREAS, Delta Upsilon Fraternity requires respect, courtesy, understanding, and consideration of all peoples; and

WHEREAS, each chapter is responsible for conducting all of its programs in conformity with the high standards required in Delta Upsilon as well as within the letter and spirit of all local customs, institutional rules, and state and Province laws; and

WHEREAS, each chapter is required to review its existing programs and any planned activities to make absolutely certain that they measure up to Delta Upsilon Fraternity standards; and

WHEREAS, all activities should be free of possible hazards;

NOW, THEREFORE, BE IT RESOLVED THAT each chapter in Delta Upsilon Fraternity, and all of the members and pledges, are urged and required to seek a leadership role in establishing and maintaining high standards of conduct for all activities associated with the Fraternity.

## **A Resolution on Alcohol Awareness**

As approved by the Board of Directors of the Fraternity and the 151st Convention

Adopted Feb 26, 1986

WHEREAS, Delta Upsilon Fraternity is deeply concerned about the responsibility of each member, pledge, and every chapter to conduct its programming lawfully and responsibly; and

WHEREAS, the Fraternity continues to stress the importance and need for responsible conduct in connection with alcohol and other potentially harmful and/or illegal



substances; and

WHEREAS, the Fraternity has taken the lead in the publication of the Dry Rush Guide, the Host Guide and the new Keyman Awareness Kit as a continuing expression of this concern; and

WHEREAS, Delta Upsilon Fraternity believes it is incumbent upon each and every chapter to have chapter programming that reflects the highest standards of conduct and safety; and

WHEREAS, chapter activities that are focused solely in alcohol or illegal substances are pernicious to individuals and to the Fraternity as an organization; and

WHEREAS, each Delta Upsilon chapter is urged to include alcohol education in its pledge and membership development programs this year and every year;

NOW, THEREFORE, BE IT RESOLVED THAT this 151st Convention of the Delta Upsilon Fraternity does declare its concern for the immediate and urgent need for responsible conduct in all activities in the Fraternity and encourages each chapter to evaluate its programs in the light of the excellence required by Delta Upsilon Fraternity.

## House Rules

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1. All Institute and IFC rules will be followed except as stated within.
2. In accordance with the Institute, IFC, DU International, and Chapter by-laws, the use and/or possession of any illegal substances on chapter property is strictly prohibited.
3. Brothers and Pledges shall refrain from damaging any part of the House. Any Brother and/or Pledge is responsible for their date(s) and/or guest(s). If any damage is done, it should be repaired by the individual(s) responsible within one week. If not repaired within this week, the Brother and/or Pledge shall be fined the amount necessary for repairs needed. The House Manager does not necessarily perform such repairs.
4. Quiet hours shall be from 11:00PM to 7:00 AM, Sunday through Thursday.
5. No one shall enter a Brother's room without his permission, except as required by IFC, State Law, or emergency situations.
6. Foyer rules:
  1. Smoking is prohibited inside the house. Smokers must use ashcan on porch and are responsible for keeping ashcan and the surrounding areas clean.

2. The Foyer, Common Area, and Chapter Room should not be used for the long term storage of personal property.
7. Keep the TV Room free of trash and empty bottles. Use nearby trash cans.
8. All televisions, stereos, etc. must be played at a volume such that they do not disturb any members of the Chapter.
9. No member shall be allowed to keep a pet in the House or on Fraternity grounds unless there is a 2/3 majority vote by members living in the House.
10. Lights and other electrical appliances shall be turned off when not in use.
11. The House Manager must approve modification to rooms. All wiring changes of any type must be inspected by the House Manager and meet all state and local electrical codes. Failure to comply will result in eviction by the Alumni Association as stated in the housing contract.
12. All members who use the House Kitchen facilities shall be responsible for returning the Kitchen and the utensils to a sanitary condition.
13. No Fraternity property shall be removed from chapter property.
14. No person shall tamper with the House Fire Suppression System which includes, but is not limited to: fire alarms, smoke detectors, fire extinguishers and sprinkler system.
15. All parking rules shall be followed as set forth by the House Manager.
16. Cooking is only permitted in the kitchen.
17. All brothers are responsible for keeping all common areas including the porch clean.
18. The possession and/or use of firearms on chapter property is prohibited.
19. No brother shall permit anybody who is not listed on the lease to use their room as their primary place of residence. Primary place of residence shall be defined as:
  - The location where a person spends the night on a consistent basis
  - The location of a significant amount of their belongings
  - Or any combination of the above that is deemed to be excessive by J-Board