

Carnegie Mellon University
2012

*Gamma Class Pledge
Ceremony*

February 3rd, 2012




PHASE II
COLONY REPORT


Sigma Chi Alpha Colony

We of the Sigma Chi Alpha Colony would like
to thank our Advisors and the International
Sigma Chi Fraternity for allowing us this unique,
challenging, and rewarding opportunity

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COLONY UPDATES

Letter to NCDC

Letter from Greek Life Coordinator

LETTER TO NCDC

Dear Members of the NCDC,

The brothers of Sigma Chi Alpha Colony are steadily moving forward in our goal of becoming a charted chapter. Over the past year and a half we have had conflicts and successes. We have grown stronger as an organization and as a brotherhood through each hill and valley. In the past year alone we have had two incredible rushes, picking up 16 new brothers last Fall and 5 new pledges this Spring. To go along with our increase in rush performance

we have been overhauling our pledge processes. Our current Magister has received high marks across the board in an anonymous IFC-led survey to each pledge of our colony.

Of course, as a colony we are not merely focused on gaining strong new members, we also try to have a positive impact on our community. In the past month we held a faculty reception at our house, which was attended by around 25 faculty or staff members. Immediately following that event we hosted an

alumni reception for any alumni in or around Pittsburgh. Both events were resounding successes and were followed with attendees asking when the next event would be.

At Sigma Chi Alpha Colony we focus on being the strongest brotherhood on campus filled with leaders who together and apart positively impact our brotherhood, our campus, and our community. We hope that you understand and share our passion for the Sigma Chi Fraternity.

In Hoc Signo Vinces,

Wade Alford
Consul

LETTER FROM GREEK LIFE COORDINATOR

Carnegie Mellon University

Student Life Office
Carnegie Mellon University
1060 Morewood Avenue
Pittsburgh, Pennsylvania 15213-3890

(412) 268-2142
Fax: (412) 268-4999

March 12, 2012

Sigma Chi
1714 Hinman Avenue
Evanston, IL 60201

Dear Brothers of Sigma Chi:

The purpose of this correspondence is to formally comment on the men of the Sigma Chi colony at Carnegie Mellon University; and on their campus reputation at Carnegie Mellon University since my last correspondence in September 2011. The men of Sigma Chi at Carnegie Mellon University have been committed to the establishment of the colony at Carnegie Mellon University.

Over the year, the men have proven their dedication to Sigma Chi and their commitment to being a successful fraternity at Carnegie Mellon.

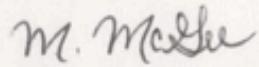
- The men have continued to be successful in recruitment of new members to the chapter. In the fall 2012 they had one of the largest new member classes, 17 new members, of all of the men's organizations.
- The chapter has 23.2% of the membership involved in other student organizations and 19.5% of the brothers hold leadership positions in other student organizations including, one brother who is a Community Advisor and many brothers of who are Resident Assistants.
- The chapter averaged 8.4 hours of service per brother in the fall 2011 semester and regularly volunteers at the Children's Institute of Pittsburgh.
- The chapter will be participating in the Greek community's annual Greek Sing event as a double show next weekend.
- The chapter QPA in the fall 2011 was a 3.05, this is just slight below the all fraternity average, 3.10 and the all men's average, 3.16.

The Carnegie Mellon campus community is truly a better place due to the contributions of the men of Sigma Chi.

In working with the men of Sigma Chi, they have proven to be diligent, hardworking, and thoughtful. While the fall 2011 included a number of university community standards violations and risk management violations, the men of the organization, particularly the leadership of the chapter, has worked hard to better understand policy and procedure and to course correct the mistakes that were made.

Sigma Chi is well on its way to becoming an integral component of the Carnegie Mellon campus community and it is without reservation support the colonization efforts of Sigma Chi at Carnegie Mellon. Please contact me at (412) 268-2142 if you have any questions or would like to discuss any points in this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "M. McGee".

Monica McGee
Coordinator for Fraternity and Sorority Life

MEMBER- SHIP

Officers

Members

Membership Activities

Grades

OFFICERS

Position	Name
Consul	Wade Alford
Pro Consul	Joe Frick
Risk Manager	Dan Orbegozo
Quaestor	Seth Vargo
Magister	John Shoup
Brotherhood Chair	Scott Shepard
Head of Judicial Board	Edward Bai
Historian	Joon Kwon
House Manager	Kevin Gilbert
IFC Representative	Paul Popa
IM Chair	Arpit Tiwari
IT Representative	Dylan Swen
Kustos	Dan Murby
Petitioning Chair	Yang Choo
Philanthropy Chair	Stephen Chen
Rush Chair	Taeson Hahm
Scholarship Chair	Patrick Hogan
Social Chair	Sid Sethi
Swag Chair	Jon Valz
Tribune	Evan Fisch

MEMBERS

Class	Name	Year	Major(s)
Alpha	Alford, Wade	2013	Civil Engineering
Alpha	Baldwa, Vineet	2013	Electrical and Computer Engineering & Economics
Alpha	Bender, Jon	2013	Information Systems
Alpha	Bernero, Greg	2013	Physics
Alpha	Carroll, Nolan	2013	Information Systems
Alpha	Cartagena, Rafael	2014	Chemistry
Alpha	Choo, Yang	2014	Chemical & Biomedical Engineering
Alpha	Cosio, Bengamin	2013	Mechanical Engineering
Alpha	Frick, Joe	2013	Economics
Alpha	Gilbert, Kevin	2014	Computer Science
Alpha	Hogan, Patrick	2013	Mechanical Engineering
Alpha	Joraskie, Billy	2012	International Relations and Politics & Philosophy
Alpha	Lo, Hector	2013	Chemical & Biomedical Engineering
Alpha	Medina, Juan	2013	Civil and Environmental Engineering
Alpha	Nedab, Oliver	2014	Biochemistry
Alpha	Orbegozo, Dan	2013	Civil and Environmental Engineering
Alpha	Shepard, Scott	2013	Physics
Alpha	Shoup, John	2013	Statistics
Alpha	Valz, Jonathan	2013	Mechanical Engineering
Alpha	Wadhwani, Rohan	2013	Business & Economics
Alpha	Wong, JR	2013	Biomedical & Mechanical Engineering
Alpha	Zakko, Phil	2014	Biological Sciences & Violin Performance
Beta	Bai, Eddy	2013	Psychology
Beta	Holliday, Chris	2014	Mechanical Engineering

MEMBERS

Class	Name	Year	Major(s)
Beta	Leach, Bryan	2014	Mechanical Engineering
Beta	Murby, Dan	2014	Mechanical Engineering & Public Policy
Beta	Shi, Jay	2014	Finance & Statistics
Beta	Vargo, Seth	2013	Information Systems
Beta	Willig, Andrew	2014	Mechanical Engineering & Physics
Gamma	Chen, Stephen	2014	Materials Science & Biomedical Engineering
Gamma	Croughan, Bill	2015	Mathematics
Gamma	De Lucia, Francis	2015	Opera & Business
Gamma	Fisch, Evan	2014	Civil Engineering
Gamma	Fulton, Kevin	2014	Electrical and Computer Engineering
Gamma	Hahm, Taeson	2015	Mechanical Engineering
Gamma	Hudson, Andrew	2014	Materials Science Engineering
Gamma	Jackson, Lawrence	2014	Electrical and Computer Engineering
Gamma	Kwon, Joon	2014	Electrical and Computer Engineering
Gamma	McCullough, Joel	2015	Architecture
Gamma	Popa, Paul	2015	Physics
Gamma	Sethi, Siddhant	2015	Electrical and Computer Engineering
Gamma	Singh, Anish	2015	Economics
Gamma	Swen, Dylan	2015	Electrical and Computer Engineering
Gamma	Tiwari, Arpit	2014	Economics
Gamma	von Stange, Robert	2015	Electrical and Computer Engineering

MEMBERSHIP ACTIVITIES

Name	Activities
Andrew Hudson	CIT Student Advisory Committee
Andrew Willig	Ultimate Frisbee, Undergraduate Researcher - Robotics Institute, Robotics Club, Mentor for FIRST Robotics Team
Anish Singh	IMs, Tartan Capital Investment Club, Academic Development Peer Tutor, Lambda Sigma Sophomore Honor Society
Arpit Tiwari	SIFE member, UMO member, EEYP tutor, Academic Development Peer Tutor, IMs
Ben Cosio	Rugby Captain, Resident Assistant, SHPE, DS Dancer, Tribology Lab Research Assistant, Ski and Snowboard Club, MMA Club
Bill Croughan	Rugby Junior Captain, Math Club, Guitar
Billy Joraskie	Varsity Football, Resident Assistant, SAAC, PSAC, SDS Front Desk, IMs
Bryan Leach	Shoefitr (work), Admissions Office Assistant, IMs, Variety Hour
Chris Holliday	Track, Lunar Gala, Desk Service Assistant, Technician at Shoefitr
Dan Murby	Carnegie Mellon Dance Marathon Executive Board, Academic Development Peer Tutor, Donner Mentor
Dan Orbegozo	SHPE, Fringe buggy, ASCE, SALSA, Dance Symposium, ShoeFitr (work)
Dylan Swen	Course Assistant 15-112, Academic Development Peer Tutor
Edward Bai	Asian Student Association, IMs, Lunar Gala, Student Assistant at the Office of the Vice Provost
Greg Bernero	Ultimate Frisbee, Undergraduate Research - Physics Department, Physics Student Advisory Council, Society of Physics Students
Hector Lo	Asian Student Association, IMs
Jay Shi	SIFE Project Leader and Presenter, Financial Frontline Society Analyst, Business Case Competitions

MEMBERSHIP ACTIVITIES

Name	Activities
Joe Frick	SPIRIT Buggy, Andrew Ambassador, Community Advisor, Sleeping Bag Weekend Student Coordinator, Deck Hockey, Dance Marathon Emcee
Joel McCullough	Ski Club Ski Instructor, AIAS member, Freshman Mentorship Program, Orientation Conselor
John Shoup	IMs, Chess Club, Club Tennis, Analyst for Clear Data Strategies
Jonathan Valz	Fringe Buggy, CMU Rugby Football Club President, FSAE, Resident Assistant
Joon Kwon	Ski and Snowboard Club Co-Manager, Asian Student Association Booth Chair, Desk Student Assistant, Build18
JR Wong	Director for Dancers' Symposium, Lacrosse Club, Desk Service Assistant
Juan Medina	Environmental Engineering Lab Research Assistant; Intro to CivE TA; Spanish Speaking Assistant; ASCE Social Chair; Computer Science Department Office Assistant
Kevin Fulton	Club Ice Hockey
Kevin Gilbert	Computer Science Student Advisory Council, President's Student Advisory Council, Student Dormitory Council, Summer Academy for Mathematics and Science
Lawrence Jackson	Navy ROTC, CMU Rugby Football Club
Nolan Carroll	IMs, 67-272 TA, Web Development for Civil Engineering Dept.
Oliver Nedab	IMs, Biology Student Advisory Committee
Patrick Hogan	Resident Assistant, Student Dormitory Council Representative, Orientation Conselor, Small Business Owner, Engineers Without Borders, 1000plus, RA Conference Planning Committee
Paul Popa	IMs, Astronomy Club, Fencing, Soccer Club
Rafael Cartagena	Ballroom Dance Club, Fencing Club, Tennis Club

MEMBERSHIP ACTIVITIES

Name	Activities
Robert von Stange	IMs
Rohan Wadhwanı	Carnegie Mellon Capital Management, Undergraduate Entrepreneurship Association, Undergraduate Finance Association, Undergraduate Investment Club, Poker Strategic Thinking Society
Scott Shepard	Resident Assistant, Ultimate Frisbee Club, Physics Undergraduate Research Assistant, Physics Concepts Outreach Program, Pittsburgh Snow Angel
Seth Vargo	Undergraduate Student Senator, Joint Funding Committee Representative, Sergeant at Arms (Student Senate), Student Government Application Engineer, The Variety Hour, Head TA 67-272, Head TA 15-121, Head TA 67-327, Orientation Counselor, DCSAC, Small Business Owner
Siddhant Sethi	Tartan Capital Investment Club, CMU Chak De Bhangra, Mytonomy, Inc., Dancers Symposium, Emerging Leaders
Stephen Chen	Club Rugby, Cluster Consultant
Taeson Hahm	Club Tennis, Asian Student Association, IMs, ShoeFitr (work)
Vineet Baldwa	Robotics Club, Mock Trial, IMs, Undergraduate Investment Club, 15-110 Course Assistant
Wade Alford	Resident Assistant, Engineers Without Borders
Yang Choo	Singapore Students Association President, AIChE, Academic Development Peer Tutor, 1000plus Site Leader

GRADES

Name	Cum. GPA	Name	Cum. GPA
Alford, Wade	3.86	Lo, Hector	2.88
Bai, Edward	2.66	McCullough, Joel	3.45
Baldwa, Vineet	3.59	Medina, Juan	3.17
Bender, Jonathan	3.20	Murby, Dan	3.84
Bernero, Greg	2.93	Nedab, Oliver	1.82
Carroll, Nolan	3.62	Orbegozo, Dan	2.76
Cartegena, Raphael	3.20	Popa, Paul	2.00
Chen, Stephen	3.86	Sethi, Sid	2.71
Choo, Yang	3.68	Shepard, Scott	3.40
Cosio, Benjamin	2.88	Shi, Jay	3.66
Croughan, Bill	3.28	Shoup, John	3.31
Delucia, Francis	1.85	Singh, Anish	4.00
Fisch, Evan	3.65	Swen, Dylan	3.68
Frick, Joe	2.92	Tiwari, Arpit	3.61
Fulton, Kevin	2.64	Valz, Jonathan	3.23
Gilbert, Kevin	2.49	Vargo, Seth	3.86
Hahm, Taeson	3.07	von Stange, Rob	2.93
Hogan, Patrick	3.52	Wadhwani, Rohan	2.61
Holliday, Chris	3.02	Willig, Andrew	3.15
Hudson, Andrew	3.28	Wong, JR	3.00
Jackson, Lawrence	2.45	Zakko, Philip	3.51
Joraskie, Billy	3.45		
Kwon, Joon	1.91	Average	3.11
Leach, Bryan	2.60	All Greek Male Average	3.05

FINANCES

Overview

Summary

Total Income

Operating Expenses

Semester Fees

Committee Distributions

OVERVIEW

At the founding of Sigma Chi Alpha, finances were of the least consideration. We knew that we had to charge dues, but chose an arbitrary amount that made sense at the time. Then the bills started... Originally working as cash-only operation, the Sigma Chi Alpha Colony is now a registered, non-profit 501c3 organization with over 20,000 USD in its accounts.

Formerly, the Quaestor would work from a large pool of money. When a committee head requested money, it was granted. This soon

proved unsustainable. Beginning in Fall of 2011, we introduced the concept of committee distributions and a system of requisitions. Each committee head must submit a detailed requisition form indicating which items and in what quantities they wish to purchase. For example, the Historian may request money for photo albums and online digital storage. This served two purposes: 1.) It forced committee chairs to work and do research (at least on prices) prior to the start or return of school and 2.) It allowed a much more solid budgeting

foundation – something that is incredibly more sustainable and trackable. After submitting a requisition, the financial committee reviews the requisition and grants a specified amount for that “account”. As such, each committee has a digitally divided sub-account within the colony. This ensures fairness and allows committee chairs to easily track their spending.

An additional committee was created out of necessity – the Executive Discretionary Fund. The EDF is the remaining monies available, if any, after all other monies and savings are distributed. This fund is accessible and spendable only by a 3/5 vote of the Executive Board as defined in our Fiscal Policy (also newly created) (attached). These monies are used to purchase capital expenses, such as a safety deposit box or furniture. These monies are also used to cover unexpected expenses, such as gifts for a guest that had not been previously budgeted for (such as flowers).

In terms of budget managements and accounting, at this time, the budget is tracked entirely in Microsoft Excel. The Excel spreadsheet is quite detailed. It itemizes per-Brother fees, semester fees, reserves, accounts payable, accounts receivable, and committee distributions. It also keeps track of dues and fines. The Excel workbook will automatically detect financially delinquent Brothers (based on the pre-set dues due date) for quick reference.

I also highly recommend reading the updated Fiscal Policy attached in the appendix. Originally scattered across our Bylaws, we took the initiative to extract all our financial policies

into a single, more manageable document. This Fiscal Policy also outlines procedures for reimbursements, pre-approved purchases, and financial delinquency.

SUMMARY

Totals	Projected (\$)
Total Income	27,100.00
Rollover	3,743.36
Per-Brother Fees	12,200.00
Semester Fees	7,900.00
Committee Distributions	7,475.00
Surplus Exec Fund	3,268.00

TOTAL INCOME

Dues	#	Amount (\$)	Projected (\$)
Brothers (Alpha/Beta)	29	500	14,500
Brothers (Gamma)	16	600	9,600
Pledges	5	600	3,000
			27,100

OPERATING EXPENSES

Per-Brother Fees	Amount (\$)	Total (\$)
IFC Dues	10	500
Pledge Fee	90	450
Initiation Fee Reserve (Alpha/Beta)	175	5,075
Initiation Fee (Gamma/Pledge)	175	3,675
Headquarters Brotherhood Fee	50	2,500
		12,200

SEMESTER FEES

	Projected (\$)
BLTW	1,400
Insurance	1,000
Ritual Costs	5,500
Ritual Night	—
	7,900

COMMITTEE DISTRIBUTIONS

Committee	Requested (\$)	Projected (\$)
Exec	—	—
Booth	—	—
Brotherhood	760	1,000
Greek Sing	500	750
Historian	48	50
House	350	350
Philanthropy	200	250
Rush	1,805	2,000
Scholarship	55	75
Social	—	500
Swag	—	2,500
Tribune	—	—
	3,718	7,475

BYLAWS

Overview

OVERVIEW

The Alpha Colony of Sigma Chi has taken many great strides in preparing the foundation for future generations of Sigma Chis to pass through this chapter. One of these pillars is the Bylaws. When every Alpha has graduated, the Bylaws will remain to describe how the chapter should be operated. The Chapter has created and appointed a Constitutional Advisor to maintain, update, and provide insight into the purpose and policies of the Bylaws. This person is designated to be knowledgeable about the Bylaws, and be able to provide counsel about

how they should be followed.

During the past year since the Declaration of Intent (including the original Bylaws) was sent to Sigma Chi Headquarters, the Alpha Colony has made many important changes to the Bylaws. The original copy, written and agreed upon by members of the Alpha class, was based largely on existing Bylaws made available from other former colonies of Sigma Chi. Over time, many new ideas have been written into the Bylaws as we have learned

more about what it is to be a fraternity and a chapter of Sigma Chi.

Examples of these include a revised election process, new officer positions, descriptive Chapter policies, new committees, and shadowing. In general, the initiative of these changes and amendments to the Bylaws is to allow future members of this organization to utilize the Bylaws and the structure of the fraternity after the older members graduate. The Bylaws are restrictive but flexible. Officer positions can be added and removed as the Chapter needs them. During the Fall semester, more than half a dozen officer positions were created to support the Chapter during its first full year of operation on the Carnegie Mellon campus.

An example of a unique addition to the Bylaws is shadowing - a process through which new members of the fraternity can shadow an established brother's officer position to learn about how to contribute to the fraternity after their pledgeship. Any brother can voice a suggestion and the Constitutional Advisor will help that brother identify what parts of the Bylaws need to or should be changed in order to best serve the fraternity.

SCHOLAR-SHIP

Overview

Faculty Reception

OVERVIEW

I have had the unique opportunity of serving as Scholarship Chair in spring of 2011, taking a semester break, and then being appointed again in Spring of 2012 to serve again. Because of this, I've been able to: try to implement programs I thought would be beneficial to our members; see how those were able to transition from one Scholarship Chair to the next; allow another Brother to implement his new ideas; see how those were able to transition from one Scholarship Chair to the next; try more new program ideas and alter the ones that I tried to

implement a year ago. One thing I can say for sure is that we have come a long way in terms of Scholarship from last spring. Our members actually know we have a Scholarship Chair, as funny as it may seem that they were not entirely sure of this position in the past.

Before, the Scholarship Chair position was seen as a much more passive role. The only Brothers who seemed to really know of it were those who were on Academic Probation. Clearly, this was problematic. While the

Scholarship Chair definitely needs to deal with the Brothers who are not meeting our scholastic standards that is not the point where he should first step in. We had cut-offs for our minimum requirements for achievement, but we didn't have any regions where a Brother's grades were considered a 'concern' so that our Scholarship Chair could act proactively to make sure the Brother in question did not fall into the probationary region. We do not believe that the Scholarship Chair is meant to simply punish those who have fallen below our minimums, but that he is there to make sure Brothers do not fall into that region and help them out of it if they do. He is there for support and betterment; we just had to make a more active effort to install that.

We are also in the process of defining an action plan for the unfortunate cases when Brothers are placed on Academic Probation or Academic Warning. In our Bylaws it simply stated that a Brother was to be put on Academic Probation and their vote was revoked, but did not lay out what was to be done to help the Brother better his academics. Now, we are working in distinct requirements for the Brother to fulfill, while still allowing him some freedom to choose what works the best for him (study hours work for some Brothers, but not others, so why force a Brother to attend study hours if they are not actually helpful?). Brothers both on Academic Warning and Academic Warning (evaluated at the end of each semester and at mid-semester) must meet with the Scholarship Chair to plan

a course of action. And finally, when Brothers achieve exceptionally high academic marks, or display great improvement, they are rewarded for their efforts to remind them that their work has not gone unnoticed.

Scholarship is an every progressing focus of our fraternity and we have made sure progress is happening each semester and will continue to do so in the future.

FACULTY RECEPTION

This past March we held a faculty reception at our on-campus house. Brothers personally invited Carnegie Mellon faculty and staff who we felt have had a significant impact on our education and time here as students and members of the Greek community. The purpose of the event was to give these faculty and staff more insight to how our colony operates, what we have been up to over the past year and a half, and most importantly to thank them for their dedication to our learning and well-being.

While we were initially nervous about them being able to take a couple hours out of their busy schedules, especially on a Friday right before dinnertime, these feelings were soon dissolved as our house was quickly filled and conversations began naturally. We ran a slideshow with pictures of the various activities we had participated in over our time as a colony,

including our service trips, Rush events, and brotherhood outings. They helped spark discussions about the different aspects of Greek Life and our involvement in them, as well as personal stories relating to the events and why we became interested in Greek Life.

Almost all of our guests stayed until the very end of the event and most inquired about when our next one would be. We think it is important to develop a good relationship between our Brotherhood and the faculty and staff who are responsible for helping us grow as individuals in more aspects of our lives than just academics and we feel this event was a tremendous step in that direction.



SERVICE

*Overview of Current Projects
Greek Sing*

OVERVIEW OF CURRENT PROJECTS

GREEK SING

As a member of Carnegie Mellon University and a part of the general Pittsburgh population, the Sigma Chi Alpha Colony is dedicated to not only personal gains, but also to the improvement of the community as a whole. Every year the whole Carnegie Mellon Greek community participates in two service projects – Greek Sing and 1000plus

Greek Sing is a show that is held yearly that raises money charity. Pairing with other Greek organizations, chapters compete to perform the best musical numbers. Proceeds from ticket and refreshment sales go to charity and each organization competes for the overall philanthropy award. A substantial amount of money is raised each year, which comes from fundraising done on and off campus. While Greek organizations are usually competitive, Greek Sing provides a forum where the whole community can come together and compete for

the good cause of charity. Also fundraising off campus brings awareness of Carnegie Mellon University Greek life to the local Pittsburgh community. It also provides a platform for local businesses to show their support for the community by contributing to local charities.

This year, an astounding amount of \$55,700 was raised by all the Greek organizations for the Children's Institute of Pittsburgh. Our colony performed Footloose with the local Alpha Chi Omega chapter and won first place in the doubles category. Check the Appendix for a video of our award winning performance!



1000PLUS

1000plus is a Carnegie Mellon University Day of Service. As the name implies, it hopes that the participants will put in a total of 1000 or more hours into the community. Projects include beautification, community events, animal support, children and youth oriented activities, as well as senior care. 1000plus is

really a testament to Carnegie Mellon's desire to help the community. Because Carnegie Mellon is so self-enclosed, many students are not provided the opportunity to really influence the greater Pittsburgh area. The organization of 1000plus really spreads these individuals out, really targeting areas of need in Pittsburgh. While participating in 1000plus, individuals act as ambassadors to the school and their chapter, improving Carnegie Mellon as well as Sigma Chi's relations with local citizens.

This year we will be volunteering at Camp Guyasuta, which is owned and operated by the Laurel Highlands Council - Boy Scouts of America and has operated since 1918. Yearly, they host over 30,000 camper days by Scouts, Schools and other community groups. We will be helping out with clearing and cleaning their area in preparation for their summer season, and also with stream restoration work, to ensure the long term sustainability of the camp site.

OTHER PHILANTHROPIC ACTIVITIES

Also we volunteer monthly at the Children's Institute, one of Sigma Chi's nationally recognized philanthropies. We either organize events or arrive to pre-planned events, including board game and karaoke nights. As a chapter, whenever we have a philanthropic event, contributions are all directed towards the Children's Institute. When we volunteer at

the Children Institute, I think it provides the children with an older brother figure. It allows them to develop a type of relationship with another individual that does not come through in patient-nurse care.



This sum was raised through donut/freeze pop sales on campus, which also helped raise awareness of the services which the hospitals provide.

Very recently, we were fundraising for Greek Sing and in the end had surpassed the amount we raised the previous year.

Additionally, we had the highest total amount of service hours amongst all fraternities on campus, with our brothers contributing a total of 688 hours. This was achieved through our brothers' active participation in various philanthropic causes on campus, ranging from volunteering on the emergency medical services team to organizing blood drives on campus.

OVERVIEW OF PAST PROJECTS

Since the submission of Phase 1, we raised over \$500 for the local Children's Miracle Network Hospitals through Torch Relay and were accordingly recognized on their website.

ALUMNI RELATIONS

Overview

Newsletter

OVERVIEW

Since Phase one, Alumni relations has progressed towards integration of the Sigma Chi Alpha colony with the national alumni. The colony realizes how important networking with alumni is for the future of Carnegie Mellon Sigma Chi and is always making an effort to do so.

Specifically, an alumni reception for Sigs in the western Pennsylvania area took place on March 2. Brothers from the University of Pittsburgh and the Indiana University of

Pennsylvania were among the alumni that attended. Colony advisor David Jungling played a pivotal role in organizing the event and creating the guest list. Thanks go out to him and his efforts in helping the colony have a stronger relationship with the alumni in the surrounding area. A mutual sense of determination to gain a charter for Carnegie Mellon was apparent at the reception. This reaffirmed the colony's goal for installation in September of 2012. Brother Hector Lo built and exceptionally strong relationship with

alumni and later mentioned, “They are inspirational in how they carry themselves. I look up to them and want to be like them in 10-15 years.”

As far as our own alumni, the Alpha colony only has one, Jarrett Adams. He continues to represent the fraternity well and will be visiting the weekend of spring carnival. Jarrett will be joined by a second alum, Billy Joraskie who will be graduating in May.



Sigma Chi Alpha Colony Newsletter



The Sigma Chi Alpha Colony of Carnegie Mellon has seen huge advancement towards initiation during the past semester. 18 pledges of the Gamma class gained brotherhood and have already begun to become leaders in the fraternity and around campus. With spring carnival in the near future, the fraternity is focusing on Greek Sing with Alpha Chi Omega. The Exec board has recently attended the Greek retreat and has made a significant impact on the Greek community. The Sigma Chi values continue to be displayed every day in our fraternity and around campus.

Our Colony is closing in on gaining the national charter. Consul Wade Alford and Pro Consul Joe Frick are doing an exemplary job in gathering phase two items. Magister John Shoup is in the process of educating the pledges of the Delta class. The Jordan Standard has guided the fraternity in selecting these leaders of men and they are continuing to fulfill this standard.

Spring Rush

The Men of the Delta pledge class chose Sigma Chi and were given bids as a result of the Spring Rush 2012. Brother Taseson Hahm, our rush chairman dedicated his time to organizing and carrying out events such as Man vs. Food and night on the town. The challenge of eating as many hot dogs as possible in 10 minutes while competing with brothers and rushies was a bonding experience. The interpersonal connection gained during the night on the town showed the rushies who we are without prejudice. The future is bright for the larger fall rush in which Taeson will again lead rush. At the

conclusion of spring rush, five bids were given out and five bids were accepted.

Greek Sing

Footloose will be the musical performed by Sigma Chi and Alpha Chi Omega for Greek sing. The lead will be none better than Philanthropy Chair Stephen Chen, a fitting role for the largest charitable event of the year. More than fifteen brothers will be performing with another fifteen building the set. The brothers have their minds set on winning this year, something that would make a significant mark on campus.

Future Outlook

An exciting road lies ahead for the Sigma Chi Alpha Colony. The fraternity is eager to gain its charter in September. In order to become a successful chapter, the ways of Beta Theta at The University of Pittsburgh are being closely observed and emulated as well as the standards of other Sigma Chi chapters around the country. With more establishment of the fraternity will come exciting actions such as Derby Days, Booth and Buggy. The path to national brotherhood is clear and visible, and the motivation for gaining a charter is evident.



By Evan Fisch

ALCOHOL AND DRUG AWARE- NESS

Carnegie Mellon University

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April 9, 2012

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1714 Hinman Avenue
Evanston, IL 60201

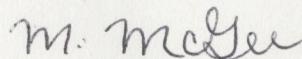
Dear Brothers of Sigma Chi:

The purpose of this correspondence is to formally confirm that the men of the Sigma Chi colony at Carnegie Mellon University engaged in social host training, risk management training and attended an alcohol education speaker in the fall 2011 and spring 2012 semesters.

During the fall 2011 semester 85% of the chapter attend a program by Brent Scarpo called "Last Call." The purpose of the program was to educate students about drug and alcohol use. In the spring 2012 semester approximately 10-12 men from the chapter attended a program offered by Dave Westol. Dave addressed the topics of risk management, social host responsibility and overviewed F.I.P.G. Additionally, the President, Risk Manager, New Member Educator and the Social Chairman each attended two educational and training sessions sponsored by the Student Life Office. The trainings addressed the topics of risk awareness, hazing, alcohol awareness, third party vended events, and premises liability.

It is my belief that the leadership of the chapter has engaged in a significant amount of training related to alcohol, drug, and risk management education over the past two semester. Please contact me at (412) 268-2142 if you have any questions or would like to discuss any points in this letter.

Sincerely,



Monica McGee
Coordinator for Fraternity and Sorority Life

APPENDIX

A: Official Membership Roster

B: Official Grade Statistics

C: Financial Policy

D: Budget Requisition Form

E: Greek Sing Video (Footloose)

F: Latest Bylaws of Sigma Chi

APPENDIX A – OFFICIAL MEMBERSHIP ROSTER

Sigma Chi Spring 2012 Roster					
#	Last	First	Andrew ID	Status	Year
1	Alford	Wade (Damon)	dalford	Active	3
2	Bai	Edward	ejbai	Active	3
3	Baldwa	Vineet	vbaldwa	Active	3
4	Beisswanger	Bryce	bbeisswa	New Member	1
5	Bender	Jonathan	jbender	Active	3
6	Bernero	Gregory	gbernero	Active	3
7	Carroll	Nolan	ncarroll	Active	3
8	Cartagena	Rafael	rcartage	Active	1
9	Chen	Stephen	srchen	Active	2
10	Choo	Yang	ychoo	Active	2
11	Cosio	Benjamin	bcosio	Active	3
12	Croughan	Bill	wcrougha	Active	1
13	Dave	Rushi	ryd	New Member	1
14	Delucia	Francis	fxd	Active	1
15	Fisch	Evan	efisch	Active	2
16	Frick	Joe	jjfrick	Active	3
17	Fulton	Kevin	kfulton	Active	2
18	Gilbert	Kevin	kgilbert	Active	2
19	Hahm	Taeson	thahm	Active	1
20	Hogan	Patrick	patrickh	Active	3
21	Holliday	Chris	chollida	Active	2
22	Hudson	Andrew	arhudson	Active	2
23	Jackson	Lawrence	lmjackso	Active	2
24	Joraskie	Billy	wjoraski	Active	4
25	Kramer	Gerard	gpk	Active	1
26	Kwon	Joon	yongjook	Active	2
27	Leach	Bryan	bleach	Active	2
28	Lo	Hector	halo	Active	3
29	McCullough	Joel	jdmccull	Active	2
30	Medina	Juan	jmedina	Active	3
31	Murby	Dan	dmurby	Active	2
32	Narayan	Utkarsh	umn	New Member	1
33	Nedab	Oliver	obn	Active	2
34	Orbegozo	Dan	dorbegoz	Active	3
35	Popa	Paul	ppopa	Active	1
36	Scialfani	Nicholas	nsclafan	New Member	1
37	Sethi	Siddhant	siddhans	Active	1
38	Shepard	Scott	sshepard	Active	3
39	Shi	Jiaxin	jiaxins	Active	2
40	Shoup	John	johnshou	Active	3
41	Singh	Anish	anishsin	Active	1
42	Swen	Dylan	dswen	Active	2
43	Tiwari	Arpit	arpittiw	Active	1
44	Valz	Jonathan	jvalz	Active	3
45	Vargo	Seth	svargo	Active	3
46	Vijayraghavan	Varun	vvijayra	New Member	1
47	von Stange	Robert	rvonstan	Active	1
48	Wadhwani	Rohan	rwadhwani	Active	3
49	Willig	Andrew	awillig	Active	2
50	Zakko	Philip	pzakko	Active	2

Sigma Chi Fall 2011 Roster					
#	Last	First	Andrew ID	Status	Year
1	Alford	Wade (Damon)	dalford	Active	3
2	Bai	Edward	ejbai	Active	3
3	Baldwa	Vineet	vbaldwa	Active	3
4	Bender	Jonathan	jbender	Abroad	3
5	Bernero	Gregory	gbernero	Active	3
6	Carroll	Nolan	ncarroll	Abroad	3
7	Cartagena	Rafael	rcartage	Leave of Absence	1
8	Chen	Stephen	srchen	New Member	2
9	Choo	Yang	ychoo	Active	2
10	Cosio	Benjamin	bcosio	Active	3
11	Croughan	Bill	wcrougha	New Member	1
12	Delucia	Francis	fxd	New Member	1
13	Fisch	Evan	efisch	New Member	2
14	Frick	Joe	jjfrick	Active	3
15	Fulton	Kevin	kfulton	New Member	2
16	Gilbert	Kevin	kgilbert	Active	2
17	Hahm	Taeson	thahm	New Member	1
18	Hogan	Patrick	patrickh	Active	3
19	Holliday	Chris	chollida	Active	2
20	Hudson	Andrew	arhudson	New Member	2
21	Jackson	Lawrence	lmjackso	New Member	2
22	Joraskie	Billy	wjoraski	Active	4
23	Kramer	Gerard	gpk	New Member	1
24	Kwon	Joon	yongjook	New Member	2
25	Leach	Bryan	bleach	Active	2
26	Lo	Hector	halo	Active	3
27	McCullough	Joel	jdmccull	New Member	2
28	Medina	Juan	jmedina	Active	3
29	Murby	Dan	dmurby	Active	2
30	Nedab	Oliver	obn	Active	2
31	Orbegozo	Dan	dorbegoz	Active	3
32	Popa	Paul	ppopa	New Member	1
33	Sethi	Siddhant	siddhans	New Member	1
34	Shepard	Scott	sshepard	Active	3
35	Shi	Jiaxin	jiaxins	Active	2
36	Shoup	John	johnshou	Active	3
37	Singh	Anish	anishsin	New Member	1
38	Swen	Dylan	dswen	New Member	2
39	Tiwari	Arpit	arpittiw	New Member	1
40	Valz	Jonathan	jvalz	Active	3
41	Vargo	Seth	svargo	Active	3
42	von Stange	Robert	rvonstan	New Member	1
43	Wadhwani	Rohan	rwadhwani	Active	3
44	Willig	Andrew	awillig	Active	2
45	Zakko	Philip	pzakko	Active	2

Sigma Chi Spring 2011 Roster					
#	Last	First	Andrew ID	Status	Year
1	Adams	Jarrett	jdadams	Active	4
2	Alford	Wade (Damon)	dalford	Active	2
3	Bai	Edward	ejbai	New Member	2
4	Baldwa	Vineet	vbaldwa	Active	2
5	Bender	Jonathan	jbender	Active	2
6	Bernero	Gregory	gbernero	Active	2
7	Carroll	Nolan	ncarroll	Active	2
8	Cartagena	Rafael	rcartage	Leave of Absence	1
9	Choo	Yang	ychoo	Active	1
10	Cosio	Benjamin	bcosio	Active	2
11	Frick	Joe	jjfrick	Active	2
12	Gibbons	Connor	cgbibons	New Member	1
13	Gilbert	Kevin	kgilbert	Active	1
14	Hogan	Patrick	patrickh	Active	2
15	Holliday	Chris	chollida	New Member	1
16	Joraskie	Billy	wjoraski	Abroad	3
17	Leach	Bryan	bleach	New Member	1
18	Lee	Dan	dcl1	Depledged	
19	Lo	Hector	halo	Active	2
20	Medina	Juan	jmedina	Active	2
21	Murby	Dan	dmurby	New Member	1
22	Nedab	Oliver	obn	Active	1
23	Orbegozo	Dan	dorbegoz	Active	2
24	Shepard	Scott	sshepard	Active	2
25	Shi	Jiaxin	jiaxies	New Member	1
26	Shoup	John	johnshou	Active	2
27	Valz	Jonathan	jvalz	Active	2
28	Vargo	Seth	svargo	New Member	2
29	Wadhwan	Rohan	rwadhwani	Active	2
30	Willig	Andrew	awillig	New Member	1
31	Wong	Jonathan	jrwong1	Active	2
32	Zakko	Philip	pzakko	Active	1

Sigma Chi Fall 2010 Roster					
#	Last	First	Andrew ID	Status	Year
1	Adams	Jarrett	jdadams	New Member	4
2	Alford	Wade	dalford	New Member	2
3	Baldwa	Vineet	vbaldwa	New Member	2
4	Bender	Jonathan	jbender	New Member	2
5	Bernero	Gregory	gbernero	New Member	2
6	Carroll	Nolan	ncarroll	New Member	2
7	Cartagena	Rafael	rcartage	New Member	1
8	Choo	Yang	ychoo	New Member	1
9	Cosio	Benjamin	bco	New Member	2
10	Frick	Joe	jjfrick	New Member	2
11	Gilbert	Kevin	kgilbert	New Member	1
12	Hogan	Patrick	patrickh	New Member	2
13	Joraskie	Billy	wjoraski	New Member	3
14	Lo	Hector	halo	New Member	2
15	Medina	Juan	jmedina	New Member	2
16	Nedab	Oliver	obn	New Member	1
17	Orbegozo	Dan	dorbegoz	New Member	2
18	Shepard	Scott	sshepard	New Member	2
19	Shoup	John	johnshou	New Member	2
20	Valz	Jonathan	jvalz	New Member	2
21	Wadhwan	Rohan	rwadhwani	New Member	2
22	Wong	Jonathan	jrwong1	New Member	2
23	Zakko	Philip	pzakko	New Member	1

Student Life Office:

Becky Bruce

Assistant for Upperclass & Greek Housefellows

3/7/12

Date

APPENDIX B – OFFICIAL GRADE STATISTICS

— Sigma Uni - Fall 2011

Initiated + New Members	
	Class Year
Freshmen	10
Sophomore	17
Junior	17
Senior	1
5th Year, Grad, Phd	0

Total Members	
	Class Year
Total Listed on Roster	45
Total	(Total number on roster - less any deactivated / depledged)
Total Active + Inactive (for QPA calculations)	45
Total Inactive Member (Total Inactive + Study Abroad + Leave of Absence)	42
Total Disaffiliated	3
% Disaffiliated (Dis/total on roster)	0.00%

Grades	
	Grades
Semester Average	3.05
Cumulative Average	3.11
Number of 4.0 QPA (sem)	5
% of Total	11.90%
4.0 divided by active	11.90%
Number < 2.0 QPA (sem)	2
% of Total	4.76%

New Member Status	
	New Member Status
Active	42
Inactive	0
(Only members listed as IA)	0
Abroad	2
Deactivated/Terminated	0
Depledged	0

10/22/11

Transfer	0
Withdrawn & Ac. Suspension	0
Leave of Absence	1

Involvement	
Organizations	Leadership
Average	Average
Individual Service Hours	Total
Average	
Total	
Chapter Service Hours	
Total Service Hours	
Graduate On Time?	

#	Last	First	Affiliation	Status	Sem. QPA	Cum. QPA	Year
1	Alford	Wade (Damon)	Sigma Chi	Active	4.00	3.86	3
2	Bai	Edward	Sigma Chi	Active	2.00	2.66	3
3	Baldwa	Vineet	Sigma Chi	Active	3.38	3.59	3
4	Bender	Jonathan	Sigma Chi	Abroad	x	x	3
5	Bernero	Gregory	Sigma Chi	Active	2.65	2.93	3
6	Carroll	Nolan	Sigma Chi	Abroad	x	x	3
7	Cartagena	Rafael	Sigma Chi	Leave of Absence	x	x	1
8	Chen	Stephen	Sigma Chi	New Member	3.79	3.86	2
9	Choo	Yang	Sigma Chi	Active	3.35	3.68	2
10	Cosio	Benjamin	Sigma Chi	Active	2.65	2.88	3
11	Croutighan	Bill	Sigma Chi	New Member	3.28	3.28	1
12	Delucia	Francis	Sigma Chi	New Member	1.85	1.85	1
13	Fisch	Evan	Sigma Chi	New Member	4.00	3.65	2
14	Frick	Joe	Sigma Chi	Active	2.69	2.92	3
15	Fulton	Kevin	Sigma Chi	New Member	2.00	2.64	2
16	Gilbert	Kevin	Sigma Chi	Active	2.57	2.49	2
17	Hahm	Taeson	Sigma Chi	New Member	3.07	3.07	1
18	Hogan	Patrick	Sigma Chi	Active	3.62	3.52	3

			Sigma Chi	Active	2.81	3.02		2
19	Holliday	Chris	Sigma Chi	New Member	3.25	3.28		2
20	Hudson	Andrew	Sigma Chi	New Member	1.93	2.45		2
21	Jackson	Lawrence	Sigma Chi	Active	3.60	3.45		4
22	Joraskie	Billy	Sigma Chi	New Member	3.59	3.59		1
23	Kramer	Gerard	Sigma Chi	New Member	2.00	1.91		2
24	Kwon	Joon	Sigma Chi	Active	2.29	2.60		2
25	Leach	Bryan	Sigma Chi	Active	2.69	2.88		3
26	Lo	Hector	Sigma Chi	New Member	4.00	3.45		2
27	McCullough	Joel	Sigma Chi	Active	2.93	2.76		3
28	Medina	Juan	Sigma Chi	Active	3.36	3.17		3
29	Murphy	Dan	Sigma Chi	Active	3.80	3.84		2
30	Nedab	Oliver	Sigma Chi	Active	2.00	1.82		2
31	Orbegozo	Dan	Sigma Chi	Active	2.93	2.76		3
32	Popa	Paul	Sigma Chi	New Member	2.00	2.00		1
33	Sethi	Siddhant	Sigma Chi	New Member	2.71	2.71		1
34	Shepard	Scott	Sigma Chi	Active	3.40	3.40		3
35	Shi	Jiaxin	Sigma Chi	Active	3.82	3.66		2
36	Shoup	John	Sigma Chi	Active	3.22	3.31		3
37	Singh	Anish	Sigma Chi	New Member	4.00	4.00		1
38	Swen	Dylan	Sigma Chi	New Member	3.50	3.68		2
39	Tiwari	Apit	Sigma Chi	New Member	3.61	3.61		1
40	Vaz	Jonathan	Sigma Chi	Active	3.43	3.23		3
41	Vargo	Seth	Sigma Chi	Active	4.00	3.86		3
42	von Stange	Robert	Sigma Chi	New Member	2.93	2.93		1
43	Wadhwanji	Rohan	Sigma Chi	Active	2.60	2.61		3
44	Willig	Andrew	Sigma Chi	Active	2.60	3.15		2
45	Zakko	Philip	Sigma Chi	Active	3.27	3.51		2

average = $\hat{3.05}$

3.11

APPENDIX C – FINANCIAL POLICY

Financial Policy of Sigma Chi - Alpha Colony

Payment of Bills

1. The Chapter accepts four forms of payment:
 - a. Cash (in the event of a cash payment, the Quaestor will provide the member with a written or electronic receipt).
 - b. Check (as of 2012, all checks should be made out to "Sigma Chi Alpha").
 - c. Wire Transfer (PNC bank only).
 - d. Credit/Debit (there is an additional 5% fee for paying via credit or debit).

Brother Dues

1. Dues will be determined by the Financial Committee, or Quaestor in its absence, at least 45 days prior to the official due date.
2. Changes in dues must be approved by the Executive Board.
3. The Quaestor must offer varied payment plans to the Chapter.

Financial Delinquency

1. There is a 24 hour grace period for all payments.
2. The Chapter operates under the 30/60 Financial Policy for financial delinquency:
 - a. 30 days past due will incur total loss of privileges including, but not limited to, playing intramural sports, holding office in the Chapter, voting at Chapter Meetings, eating at House meals, participating in Social activities, and any other official Greek or Fraternity events.
 - b. 60 days past due will prompt the Financial Committee to contact a collections agency to recover the money owed to the Chapter, and the member will undergo official financial suspension and revocation from the Chapter according to the Sigma Chi Form 50 process.

Bank Account

1. The Chapter has an official Bank account under the complete jurisdiction of the Quaestor and Consul.
2. Only the Quaestor and Consul will have access to the account's funds
3. The Bank account is a business equity - no member is personally responsible for any losses.

Reimbursements

1. Any active Brother of the Sigma Chi Fraternity is eligible to make purchases on behalf of the Fraternity. The purchaser is fully responsible for the total amount of the purchase, including taxes, should the Fraternity choose not to grant the reimbursement request.
2. Reimbursements under 50 USD may be approved by the Quaestor.
3. Reimbursements between 50 USD and 250 USD must be approved by an informal 3/5 votes of the Executive Board.
4. Reimbursements over 500 USD must be approved by a 2/3 formal vote at the next Chapter Meeting.
5. Any active Brother requesting reimbursement must complete a "Request for Reimbursement" form, with an accompanying receipt.

6. Reimbursements submitted without receipts will not be granted.
7. All reimbursements are issued by the Quaestor, via check, in the name of the Brother requesting the funds.
8. There will be a maximum of one reimbursement per request.
9. All reimbursements must be submitted within 30 days of the original purchase.

Pre-Approved Purchases

1. Any active Brother may request a pre-approved purchase on behalf of the Fraternity. In this process, the Consul or Quaestor will make the purchase using the Fraternity's debit or credit account.
2. Purchases under 50 USD may be pre-approved by the Quaestor.
3. Purchases between 50 USD and 250 USD must be pre-approved by an informal 3/5 votes of the Executive Board.

Purchases over 250 USD must be pre-approved by a 2/3 formal vote at the next Chapter Meeting.

APPENDIX D – BUDGET REQUISITION FORM

Budget Requisition		Description/Purpose	Qty	Price	Total
Name	Name:				
1	Sample Item	A better description increases the chances it will be funded	1	\$ 99.95	\$ 99.95
2			-	\$ -	\$ -
3			-	\$ -	\$ -
4			-	\$ -	\$ -
5			-	\$ -	\$ -
6			-	\$ -	\$ -
7			-	\$ -	\$ -
8			-	\$ -	\$ -
9			-	\$ -	\$ -
10			-	\$ -	\$ -
					\$ 99.95

APPENDIX E – GREEK SING VIDEO (FOOTLOOSE)

Please see the video of our Greek Sing Performance of Footloose with Alpha Chi Omega. Our performance took first place in the Doubles category!

http://youtu.be/_aBgb_EjiHg?hd=1

APPENDIX F – LATEST BYLAWS OF SIGMA CHI

Bylaws of Sigma Chi - Alpha Colony

These Bylaws (referred to as “the Bylaws”) are written by the brothers of the Alpha Colony with reference to the Standard Operating Procedures Manual, henceforth referred to in the Bylaws as “the SOP.” It is available in another document. The Alpha Colony also adheres to several other documents, including (but not limited to) the Risk Management Policies & Procedures, the Fraternity and Sorority Housing manual, and the Carnegie Mellon Interfraternity Council Bylaws. It is the responsibility of the Constitutional Advisor to manage and distribute this document and any others deemed necessary.

The Alpha Colony will henceforth be referred to as “the Chapter” throughout these Bylaws. An officially scheduled meeting of the brothers will be referred to as “a Chapter Meeting.” Carnegie Mellon University will be referred to as “the University.” The International Sigma Chi Fraternity will be referred to as “the Fraternity.” The Ritual of the International Sigma Chi Fraternity will be referred to as “the Ritual.”

Throughout these Bylaws, the following definitions might be used. “Dues” shall be defined as the obligatory brotherhood payments that occur on a per-semester basis. This fee is then used to support the operations and programs of the Chapter. “Fees” shall be defined as disciplinary payment ordered by a punishment. “Bills” shall be defined as incidental expenditures that the Chapter incurs.

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Article I: Membership

Section 1: Recruitment

- A. The Recruitment Chairmen shall not extend a bid to any person who has not satisfied a 90% vote of the total Yay and Nay votes, only so long as the total number of Yay and Nay votes meets the quorum requirements of a Chapter Meeting on its own, in accordance with Statute No. 3.10 of the SOP.
- B. Quorum required to vote on membership, i.e. initiation is eighty (80%) of the most recently ratified active roster.
- C. No more than two (2) ballots shall be held on any candidate in a single Chapter Meeting.
- D. A prospective pledge must be a full-time male student in good academic standing at the University. The minimum QPA for a prospective pledge to be considered for membership at the Chapter shall be 2.5.
- E. Any potential candidate who has been a member of any other Fraternity of like character shall not receive a bid.

Section 2: Pledging

- A. Formal pledging shall begin at the discretion of the Magister, after formal pinning or after IFC 'formal' recruitment week.
- B. A pledge fee of \$90 shall be paid to the Chapter upon the commencement of the Leadership Development Program.
- C. Pledgeship may be terminated for any Pledge Brother, which is termed "de-pledging."
- D. No Pledge Brother may be de-pledged except by the following procedures and provisions:
 - a. Withdrawal from the Chapter prior to the Official Pledge Examination of the Sigma Chi Fraternity.
 - b. If found in any way to be in violation of the Federal, State, City, School, General Fraternity or Chapter regulations regarding the illegal use of drugs.
- E. It shall be assumed by the Chapter that the purpose of 1st and 2nd Review Sessions is to evaluate the Leadership Development Program and the pledges' progress.
 - a. Thus any Pledge Brother not meeting the mandatory requirements set forth in the pledge program to enter 1st and 2nd Review shall be automatically "held-over".
- F. During regular Sigma Chi Colony meetings, other than 1st and 2nd Review Sessions, any motion for a vote on membership will be automatically tabled until the next regular Colony meeting.
 - a. The Pledge Brother in question has the right to defend his actions at the next scheduled EC meeting.
 - b. All active brothers of the Chapter must be notified of the vote thus giving all brothers the opportunity to be present for the said vote.
 - c. The Magister must meet with the Pledge Brother(s) in question in order to directly address the Colony's concern with the said Pledge Brother(s).
 - d. Prior to a vote on membership a round must be held discussing the reasons for possible de-Pledging and the Pledge Brother(s)' progress since the motion for a vote in the preceding Colony meeting.
 - e. No Pledge Brother may be de-Pledged except by a vote of 30% of the Initiated Brothers present and voting at a regular or special Colony meeting.

Section 3: Initiation

- A. No person shall be initiated who has not satisfied a 90% vote of the Chapter.
- B. A person who has been voted into initiation must participate in an Initiation Ceremony before they will be considered a brother of the Chapter.
- C. Quorum required to vote on membership is 80% of the most recently ratified Chapter roster.
- D. No more than two (2) ballots shall be held on any candidate for initiation in a single chapter meeting.
- E. No person shall be initiated into membership unless the Chapter has written verification from proper college officials stating; said person has maintained a 2.5 grade point average or better, in all subjects carried for the semester prior to initiation.
- F. No person shall be initiated into membership as an undergraduate unless he has received a minimum six (6) weeks of instruction under the tutelage of the Magister and has passed the Official International Pledge Examination unless certification in writing is received from the Grand Praetor and Chapter Advisor that the person desiring has passed the said examination.
- G. Every Pledge Brother prior to his initiation shall pay the Quaestor, as specified by, and for use of the General Fraternity and shall receive upon payment, and upon completion of memorization requirements, a certificate of membership and an Initiation Badge, as stated in the SOP, Statute 3.15

Section 4: Affiliation

- A. An Initiated Brother of another Chapter of The Sigma Chi Fraternity may affiliate with the Chapter, only after written confirmation from his former chapter stating that he is in good standing, financially and otherwise.
- B. Any Affiliated Brother is subject to all the provisions of the Bylaws.
- C. Brother Affiliation(s) should follow these procedures:
 - a. Prior to affiliation, the requesting Brother shall attend at least three (3) consecutive regularly scheduled colony meetings.
 - b. The requesting Brother shall present to the EC a written request for affiliation along with the written confirmation of part A of this section.
 - c. The Brothers' formal request for affiliation shall require the approval of 50% plus one (50+1) majority of the Initiated Brothers present and voting at a regular chapter meeting.

Section 5: Termination and Resignation

- A. A pledge-ship may be terminated for any pledge for:
 - a. Withdrawal from Carnegie Mellon University prior to the official pledge examination of the Sigma Chi Fraternity.
 - b. If found to be in violation of National, State, Local, School or Chapter regulations regarding the illegal use of drugs.
 - c. Conduct unbecoming of a potential Fraternity member and must be voted on and passed by a 90% vote by the chapter.
- B. If a Brother has below a minimum QPA of 2.5, they will be sent under probation. Brothers under probation may not attend any Sigma Chi events and meetings. If a Brother has two consecutive semesters in probation, then their membership will be terminated.

Section 6: Hazing

- A. In accordance with the *Statement of Position Concerning Pledge Training*, in the SOP, no Brother of the Fraternity shall engage in any form or any act of hazing at any time. For all purposes related to the Fraternity, and unless otherwise defined, hazing shall be defined in the Sigma Chi Bylaws as well as defined in our Risk Management policies. An active zero tolerance policy regarding hazing of potentials, Pledge Brothers, Initiated Brothers, and Alumni Brothers shall not be tolerated in Sigma Chi.
- B. Pursuant to the zero tolerance policy on hazing, the Colony will adhere to the following procedures:
 - a. Pledge Brother: Immediate dismissal from the program following Judicial Board findings.
 - b. Active Brother: Immediate expulsion from Fraternity following Judicial Board findings.

Section 8: Non-Discrimination

- A. The Sigma Chi Fraternity is committed to nondiscrimination on the basis of race, color, ethnic or national origin, sexual orientation, religion, age, ancestry, disability, military status, veteran status, socioeconomic status or other non- merit reasons.

Article II: Meetings

Section 1: Chapter Meetings

- A. A regular Chapter Meeting shall be held every Sunday at 6:00pm.
- B. Special Chapter Meetings may be called by the Consul at any time and must be called by him on the written request of any five brothers.
- C. In any case, twenty-four (24) hours notice shall be announced by the Consul if there is a deviation from meeting schedule.
- D. All regular Chapter Meetings shall be conducted according to the provisions of the Ritual.
- E. All Chapter Meetings will end with a round-table discussion, where each brother will be allowed to speak, without interruption, on any topic he so desires.
- F. The Consul may order the Kustos to remove any present member who has disrupted the Chapter Meeting from the meeting space, whereby the member must either leave the room or enter a different room.

Section 2: Attendance

- A. In accordance with Ritualistic Statutes it is mandatory for all members to attend all regular Chapter meetings with the exception of excuses listed in Section 3.
- B. Attendance at the Initiation Ceremony is mandatory with the exception of excuses listed in Section 3.

Section 3: Excuses and Fines

- A. Legal excuses from meetings must be submitted prior to the meeting and shall include only:
 - a. Personal illness, emergency in immediate family, religious holiday, compulsory employment, or exams. Other excuses shall be legal only at the decision of the Top Five, subject to a two-thirds vote of appeal to the Colony. Missing meetings for study purposes shall not be considered an excuse.
- B. The Executive Committee shall issue fines and the Quaestor shall keep a record of fines imposed.
- C. A fine of one-hundred dollar (\$100.00) will be given if brother absent from Initiation Ceremony without legal excuse. Only the Top Five can excuse a brother from the Initiation Ceremony.
- D. A fine of ten dollars (\$10.00) shall be given if a brother absent from a colony meeting, pledge event, or rush event (if said brother's attendance is required), without legal excuse from a Top Five officer.
- E. A fine of twenty-five dollars (\$25.00) shall be given if a brother misses or is incoherent for his party duty or public relations event.
- F. A fine of fifty dollars (\$50.00) shall be given if a brother has consumed any alcohol and is a designated driver for that night.
- G. A system of checks has been instated dress code violations, discussed in Section 6, and missing house duty:
 - a. After first offense of failing to follow the meeting dress code a check will be issued and the brother in question shall receive a fine of five dollars (\$5.00). After second offense another check shall be issued and the brother will receive a

- fine of ten dollars (\$10.00). After the third check there shall be a fine of fifteen dollars (\$15.00), and all subsequent checks shall be fines of twenty dollars (\$20.00).
- b. After one missed house duty a check will be issued and the brother in question shall be given a warning. After a second missed house duty another check shall be issued and the brother shall receive a fine of five dollars (\$5.00). After the third check there shall be a fine of ten dollars (\$10.00), a fourth check shall be a fine of fifteen dollars (\$15.00), and all subsequent checks shall be a fine of twenty dollars (\$20.00).
- H. An Executive Committee officer absent from an Executive Committee meeting without legal excuse from the Executive Committee shall be given a fine of ten dollars (\$10.00).
- I. Any brother who has been fined by the Executive Committee must pay his fine in full by the following Chapter Meeting or by the date specified by an Executive Committee extension.

Section 4: Quorum

- A. Quorum shall be at least 50% plus one (1) member of the active roster in order for issues and/or amendments to be voted upon.
- B. Quorum must be met in order to hold Chapter Meetings or any other meeting that requires voting to take place.
- C. A two-thirds affirmative vote of the brothers present is needed for an amendment to be approved, if quorum has been met in the Colony Meeting.

Section 5: Voting

- A. All active members shall have the ability to vote unless he has not fulfilled his requirements.
- B. A majority vote shall decide all questions unless otherwise provided by these Bylaws.
- C. Any group of three (3) members may request a secret ballot.
- D. The Consul shall vote only to make or break a tie.
- E. Any brother who misses three (3) mandatory Colony functions and is unexcused for all three (3), shall have no vote on Colony business for the remaining of the semester.
- F. Any brother who is financially delinquent shall have a voice, but not a vote until the obligation is resolved with the Quaestor.
- G. There shall be no voting by proxy.
- H. Newly initiated brothers must learn and be able to recite a said portion of the ritual before they are able to gain their voting privileges, or after completing one semester as a brother, whichever comes first.
- I. In order for a rushee to be given a bid, he must receive approval votes from 2/3 of the active voting Colony.

Section 6: Dress Code

- A. As of January 22nd, 2012, the Chapter does not have a dress code.

Article III: Officers

Section 1: Chapter Officers

- A. The Officers of the Chapter shall be those prescribed in the Sigma Chi Ritual, and in addition, any such officers as are necessary to perform the administration of the Chapter.
- B. No Brother of the Chapter may hold an elected position nor be nominated for an elected position unless he has maintained, in the semester prior to his nomination, a cumulative QPA of 2.75 and be in good financial standing within the Fraternity and the University.
- C. The responsibilities of newly-elected Officers begin immediately after the meeting in which they are elected.
- D. The preceding officer is to instruct the newly-elected officer on how to accomplish his new responsibilities by passing on knowledge, experience, and any manuals collected during his term.
- E. The installation of Chapter officers will be conducted during the first week of the semester, or as required to fill a vacant office.
- F. Elected Officers:
 - a. Serve terms of two semesters, first in Spring and then in Fall.
 - b. Elected officers must be able to serve their whole term.
 - c. Return weekly comprehensive Officer Reports during Chapter Meetings to the Consul, describing the current situation of their responsibilities, discussion of any problems they have encountered, and any general operating information which may be valuable to the efficient and effective administration of the Fraternity.
- G. Appointed Officers:
 - a. Serve terms of one semester.
 - b. Are appointed by the Consul. The Consul must make his roster and present it by the first Chapter Meeting of each semester.
 - c. Return weekly comprehensive Officer Reports to the Pro Consul, describing the current situation of their responsibilities, discussion of any problems they have encountered, and any general operating information which may be valuable to the efficient and effective administration of the Fraternity.

Section 2: Elected Officers

In order of seniority, are required to:

- A. Consul
 - a. To be ultimately accountable for everything that the Chapter does or fails to do.
 - b. To maintain the integrity of the Chapter's respect for, and proper performance of, the Ritual.
 - c. To acquaint himself with all requirements pertaining to the Chapter, including the Ritual, the SOP, the Bylaws, and other University regulations, in order to ensure that these standards are strictly enforced.
 - d. To ardently guard the security of the Chapter, the Ritual, and ritualistic materials.
 - e. To preside over Chapter Meetings and such affairs as may be appropriate.
 - f. To maintain a broad knowledge of all Chapter activities and areas of operation.

- g. To work with the Grand Praetor, the Chapter Advisor, alumni, and the General Headquarters in guiding the affairs of the Chapter.
- h. To see that the Chapter's administrative affairs are handled promptly, and to see that orderly chapter administrative files are maintained.
- i. To watch for potential problems within the Chapter, and to affect such measure necessary to prevent their further development.
- j. To conduct himself so as to always deserve the respect and cooperation of all brothers.
- k. To cultivate and preserve the unity within the Chapter.
- l. To promote the Fraternity on the University campus
- m. To maintain a close relationship with University administrators, Chapter Advisors, and the Greek Advisory Board.

B. Pro Consul

- a. To assist the Consul in ensuring that the Chapter affairs and operations are conducted thoroughly and efficiently, that all Chapter activities are carried out in the best manner possible, and that all members and pledges conduct themselves always in the best interests of the Fraternity and Chapter.
- b. To assume full responsibilities of the Consul's position in the Consul's absence or incapacity.
- c. To preside over and administer the affairs of the Executive Committee of the Chapter.
- d. To direct and coordinate a program of Post Initiation Training immediately following each initiation.
- e. To direct and coordinate the work of all Chapter committees.
- f. To keep himself informed on the Chapter and Fraternity affairs and activities so as to advise the Consul and assist in the leadership of the Chapter.
- g. To carry out other such duties as the Consul directs.
- h. To hold himself and every other brother of the Fraternity accountable to the Sigma Chi Oath of Initiation.
- i. To acquaint all officers with the extent and importance of their duties, delegate authority and responsibility to these officers, and ensure that these duties and responsibilities are carried out.

C. Quaestor

- a. To collect and preserve all monies due the chapter, disperse money as the Chapter needs and directs, consistent with the requirements of good business, sound fiscal procedure, Fraternity policy, and Chapter resources, as the Chapter's treasurer.
- b. To prepare a budget prior to each semester, present it to the Finance and Executive Committee, the Chapter Advisor, and follow its provisions, ensuring that the Chapter operates within its means.
- c. To record all Chapter financial operations, using a legitimate bookkeeping system.
- d. To ensure that all dues and fees owed the Chapter and Fraternity by the members and pledges are paid on time, and to carry out specified enforcement procedures for overdue accounts.
- e. To ensure that the Chapter's financial obligations to the Fraternity, local merchants, the Housing Corporation and other are properly met.

- f. To provide the General Headquarters, Chapter Advisor, and Grand Praetor the specified monthly and semi-annual reports, as well as a yearly budget.
- g. To ensure that the required reports are provided to federal and state tax and Social Security officials.
- h. To maintain and enforce the Chapter Financial Policy.
- i. To suspend and expel financially delinquent members.
- j. To produce a bi-weekly budget report at the Chapter Meeting.
- k. To issue and collect all fines.
- l. To report fines in Executive Committee meetings.

D. Risk Manager

- a. To develop and implement the Chapter's Safety and Risk Management Program.
- b. To regularly review the Risk Management Policies and the Sigma Chi Alcohol and Drugs Policy found in the Standard Operating Procedures.
- c. To advise the Executive Committee and the Chapter Advisor of any measures necessary to prevent major problems or unfavorable situations from developing.
- d. To assist other officers of the chapter in incorporating safety and risk management into their own programs, offices, and committees.
- e. To conduct and coordinate the regular safety education of chapter members and pledges on topics including, but not limited to, alcohol, drugs, sexual conduct, natural disasters, house facilities, and hazing.
- f. To hold a relevant risk meeting prior to any public event the Chapter holds.

E. Magister

- a. To conduct a Chapter program designed to prepare the Pledge brothers for Initiation as committed, responsible active brothers.
- b. To plan, articulate, organize and lead the conduct of this program in the Chapter.
- c. To guide a Chapter program which instills pride in, and commitment to, the ideals of the Fraternity through learning, participation, and responsibility.
- d. To ensure the understanding, support, involvement, of all members of the active Chapter.
- e. To prevent all activities or occurrences which would be considered hazing.
- f. To ensure that the official Pledge initiation forms and fees are furnished on time to the General Fraternity.
- g. To direct and conduct the program based on a consistent following of the Sigma Chi Pledge objectives, programs and materials.
- h. To establish and guide the Pledge program to emphasize individual responsibility and motivation in scholastic achievement.
- i. To assist the Pro Consul with Post-Initiation Training.

F. Brotherhood Chairman

- a. To promote brotherhood within the Chapter.
- b. To organize and lead focused initiatives to serve the Chapter with relevant activities and experiences that will build brotherhood.

G. Recruitment Chairman

- a. To plan, organize and coordinate a year-round Chapter recruitment program.
- b. To assist the Chapter in measuring potential members against the requirements of the Jordan Standard and the ideals of the Ritual.
- c. To help the Chapter develop its own set of specific membership criteria in addition to the Jordan Standard and the Ritual.

- d. To ensure that every brother participates in membership recruitment.
- e. To coordinate all communications with potential new members, rush publications, and printed recruitment matter.
- f. To ensure adherence to the Fraternity and Carnegie Mellon rush regulations.
- g. To effectively rush all men recommended to the Chapter by fellow Sigma Chi's, and to acknowledge and thank any brothers making such recommendations.
- h. To sufficiently inform potential members of academic standards, financial obligations, and the ideals of the Sigma Chi Fraternity.

H. Social Chairman

- a. To schedule and organize all chapter social activities.
- b. To plan and execute the details of all chapter social functions.
- c. To stay within budget limits on all events.
- d. To register all chapter social functions with the Carnegie Mellon Student Life Office.
- e. To enforce all Risk Management Policies and campus regulations during chapter social functions.
- f. To maintain discipline at all chapter social functions.

Section 3: Appointed Officers

In no particular order:

A. Annotator

- a. To keep accurate records, reports, and minutes of Chapter meetings and other meetings and events as the Chapter may require, and to transcribe these records into the Chapter Minute Book.
- b. To furnish the Chapter officers and the Grand Officers with the information as they need and request it.
- c. To organize and maintain the Chapter's administrative files, records, and Bylaws.
- d. To maintain the Chapter's permanent record of member's personal data and information, including the Chapter's Role Book.
- e. To distribute Chapter Meeting minutes in an orderly manner.
- f. To perform roll call at meetings.
- g. To report attendance results to the Quaestor for fine processing.

B. IFC Representative

- a. To act as the Chapter's representative at all Carnegie Mellon University Interfraternity Council meetings.

C. Kustos

- a. To take the role of the Sergeant-at-Arms and keep order during Chapter Meetings.
- b. To assist the Consul in guarding the security of the Ritual and ritualistic materials.
- c. To assist the Consul in maintaining the Chapter's respect for, and proper performance of, the Ritual.
- d. To oversee the Chapter's preparations for and conduct of Indoctrination and Initiation activities with the Magister.

D. House Manager

- a. To coordinate chapter efforts regarding cleanliness, safety, care, and maintenance of the chapter house.
- b. To be responsible for the completion of daily house duties.
- c. To work with the Risk Manager to ensure that all safety measures are in order.
- d. To keep an up-to-date list of needed chapter repairs along with estimated costs.
- e. To be the liaison between the Fraternity and the Housing Corporation.
- f. To coordinate the chapter meal service and kitchen operations.
- g. To be responsible for the completion of daily kitchen duties.
- h. To maintain a series of House policies and ensure their execution.
- i. To monitor and order supplies, such as toilet paper, paper towels, trash bags, and cleaning solutions.
- j. To coordinate with the Swag Chair to better the inner and outer appearance of the House within University regulations.

E. Tribune

- a. To implement programs to involve and recognize alumni.
- b. To prepare and send all necessary Chapter correspondence.
- c. To assist the Consul and other officers in coordinating and submitting to the Fraternity all forms, fees, and reports in a timely manner.
- d. To prepare and publicize all of the Chapter's printed periodicals and materials, including a reasonably frequent newsletter, and, as specified by the Chapter, a rush brochure, event programs, and other brochures and publications.
- e. To supply quarterly articles that includes news and photos of Fraternity-wide interest about the active Chapter and its members. Further, to supply copies of all Chapter publications and other information as requested.
- f. To assist the Consul in the preparation of the Peterson Significant Chapter Award application, Balfour Award nominations, and other Fraternity award publications.
- g. To prepare and distribute news releases about Chapter events, public service projects, and member news to the campus and hometown media.

F. Historian

- a. To gather and make a permanent record of Chapter activities, events, and members, in a scrapbook, Chapter History, or similar volume.
- b. To care for and preserve the library and historical records and properties of the Chapter.
- c. To furnish any information the Grand Historian may request, and to assist in the preparation of Chapter historical material for General Fraternity publications.

G. Philanthropy Chairman

- a. To organize, plan, and execute all philanthropic and community service events that the chapter sponsors.

H. Scholarship Chairman

- a. To maintain an environment conducive to scholastic achievement among members and pledges, emphasizing the academic priorities of all Carnegie Mellon students.
- b. To provide information on learning resources available to active and pledge brothers, including those available in the chapter, through the General Fraternity, and through the University.
- c. To enforce the scholarship criteria of the Colony as outlined in the Bylaws.

- d. To seek out potential scholarships for members and pledges of the Chapter.

I. Swag Chairman

- a. "Swag" is defined as apparel or items purchased or created for brothers of the Chapter with the express purpose of being worn or owned.
- b. To design and distribute appropriate swag.
- c. To collect out-of-pocket money specifically for swag.
- d. To coordinate with relevant committees to order swag or subsidize swag costs.
- e. The Swag Chair cannot mandate a Brother to purchase a particular swag.

J. Intramural Chairman

- a. To create and manage all intramural teams associated with the University intramural league.
- b. To coordinate team members to arrive and play scheduled matches.
- c. To encourage non-players to attend and support their brothers.

K. Constitutional Advisor

- a. To maintain a copy of all important documents which the Chapter adheres to, and ensure the proper distribution of these documents to the Chapter.
- b. To advise the Executive Committee on how to amend current Chapter procedures in accordance with the Executive Committee's plans for Chapter programs.
- c. To help fellow brothers produce and motion changes they would like to amend into the Bylaws.
- d. To continuously review the Bylaws and propose his own changes as necessary.
- e. To be knowledgeable about the Bylaws and help identify the manner in which the Bylaws dictate how the Chapter should conduct its business.

L. Technology Chairman

- f. To maintain the Chapter's website with current information.
- g. To upload pertinent public documents in a digital format.
- h. To manage the @cmusigmachi email addresses.
- i. To support the Chapter's growing technological needs.

Section 4: Shadows

- A. A Shadow is a voluntary position that a member takes upon himself to learn more about Chapter leadership and administration.
- B. A member can shadow any elected or appointed officer (the "presiding officer") for any duration and at any time throughout a semester.
- C. The Judicial Chairman is specifically barred from having Shadows, due to the sensitive and subjective nature of his responsibilities.
- D. A member cannot opt to shadow any position not described by the Bylaws of Article 3 (Officers); namely, a member cannot shadow a committee.
- E. The presiding officer may not lay duties upon the Shadow.
- F. A Shadow may ask to optionally participate in his presiding officer's responsibilities, and may be granted at the discretion of the presiding officer and the Executive Committee.
- G. A Shadow is not to immediately replace his presiding officer unless his decision to do so has been approved by the Executive Committee.

- H. A member can only shadow one presiding officer at a time.
- I. A Shadow will observe his presiding officer's duties for the duration of his shadowing.
- J. No presiding officer may reject a Shadow, unless he already holds at least one Shadow.
- K. Any officer who wishes to accept more than three (3) Shadows must be granted permission by the Executive Committee to do so.

Section 5: Nominations

- A. At each Chapter Meeting two weeks before the last Chapter meeting of the Fall semester, the Kustos will call for nominations for each Elected Officer position in order of descending seniority.
- B. Any active brother may nominate a brother from the floor of the Chapter meeting who fulfills the qualifications of a Chapter Officer. Brothers are permitted to submit nominations in writing to the Consul, who will deliver the nomination to the Kustos.
- C. Any nominated candidate may accept or decline his nomination at any time prior to Elections.

Section 6: Elections

- A. At the Election, the Kustos will call the nominees for each position in order of descending seniority to appear before the Chapter. The Kustos will then take the nominees away from the meeting and allow each nominee to present their specific platform to the Chapter without the presence of the other nominees.
- B. After all nominees for a position have presented their platform to the Chapter, the Kustos will ensure that all nominees are removed from the meeting so that discussion of each candidate can begin without input from the nominees.
- C. A majority vote by the Chapter shall decide the winner for each position. If a majority is not reached, a runoff election will be performed.

Section 7: Vacancy

- A. If the position of an Elected Officer is made vacant during his term, nominations will be made at the next regular or special Chapter meeting, and an election will be held at least 24 hours after the nominations are made.
- B. If the position of the Consul is made vacant, the Pro Consul immediately takes his place, and appoints a new Pro Consul.
- C. The duties and responsibilities of the vacant position will be performed by the Consul, or an active brother appointed by the Consul as a temporary replacement, until the Chapter elects a new Officer.

Section 8: Impeachment

- A. Any Chapter Officer may be impeached for non-exemplary conduct or conduct not becoming of a Sigma Chi, financial delinquency, or serious neglect of duties.
- B. An active brother of the chapter must present the charges of impeachment to a regular or special Chapter meeting.
- C. The position held by any impeached Chapter Officer shall be declared vacant by a two thirds vote of the active membership held at least 24 hours after the impeachment charges have been presented.

Article IV: Committees

Section 1: Introduction

There shall be the following standing committees: Executive, Administrative, Ritual, Recruitment, Finance and the Judicial Board.

Special committees shall be appointed from time to time, as needed to plan and carry out certain special events, activities, or programs; said appointments to be made by the Consul, subject to the approval of the Executive Committee.

Section 2: Executive Committee

- A. The Executive Committee shall be composed of and ranked in the following order:
 - a. Consul
 - b. Pro Consul
 - c. Annotator
 - d. Quaestor
 - e. Magister
- B. The Pro Consul shall be the chairman and presiding officer of the Executive Committee. As such the Pro Consul will not have a vote unless in the event of a tie.
- C. The Executive Committee shall meet before every Chapter Meeting for the purpose of assisting the Consul in Chapter business.
- D. One member of the Executive Committee must volunteer to also serve as one of the Chapter's Interfraternity Council Representatives
- E. The Executive Committee may act on all chapter policies and programs as the official legislative and disciplinary body of the chapter by the request of the Consul. Action taken by the Executive Committee may be reconsidered by the Chapter at the next regular Chapter Meeting upon the request of any brother.
- F. If an officer is unable to attend, he must notify the Pro Consul ahead of time. Only absences qualifying Meetings section 3, 1a will be considered excused.

Section 3: Administrative Committee

- A. The Administrative Committee shall consist of all Committee Chairmen of the Chapter.
- B. Each member is tasked with the responsibility to submit a report to the Pro Consul each week.

Section 4: Ritual Committee

- A. The Ritual Committee shall be composed of the Magister, Past Magister, Kustos, and any other representatives appointed by the Magister.

Section 5: Recruitment Committee

- A. The Recruitment Chairman shall head the Rush Committee.
- B. The Recruitment Committee shall be composed of the Recruitment Chairman, House Manager, Annotator, Steward, Scholarship Chairman, one representative from each class and any other representatives appointed by the Recruitment Chairman

Section 6: Finance Committee

- A. The Finance Committee shall consist of the Pro-Consul, Quaestor, Quaestor's Assistant (at the Quaestor's discretion), the Chapter Advisor, and the alumni Financial Advisor.

- B. The Chairman of the Finance Committee shall be the Quaestor.
- C. The alumni Financial Advisor shall be appointed by the Consul.
- D. Quorum of the Financial Committee shall be three (3) members, one of which is an alumnus.
- E. Three (3) votes in the affirmative by members of the Finance Committee are required for all decisions of the Committee, regardless of attendance.
- F. The Finance Committee will require the appointment of a qualified person to audit the accounts of the Quaestor. The accounts will be audited at the termination of each Quaestor's term of office or more often as the committee shall direct. The accountants must be audited at least once each school year.
- G. The Finance Committee shall require that the Quaestor submit a copy of the budget and of all audits to the chapter, the Chapter Advisor, the Grand Praetor, and the General Headquarters Office of the Fraternity.
- H. The Finance Committee shall require that the Quaestor submit, in approved accounting form, a monthly written statement of profit and loss and income and expense breakdown to the chapter, to the Chapter Advisor, the Housing Corporation, the Grand Praetor, and the General Headquarters Office of the Fraternity, no later than the 30th of the month for the previous month's operations. This report shall also include a balance sheet, list of accounts payable, and accounts receivable as prescribed by the Sigma Chi Executive Committee.
- I. The Finance Committee shall require that the Quaestor submit to the Chapter Advisor, the Housing Corporation, the Grand Praetor, and the General Headquarters Office of the Fraternity, a yearly financial summary of operations for the entire school year, this report must be prepared and distributed no later than July 1 of each school year.
- J. The Finance Committee shall be responsible for the Financial Policy of the chapter and its fulfillment, and in addition, any brother who does not abide by the provisions mentioned in these Bylaws or hereinafter aforementioned for the payment of bills to the chapter shall be subject to such disciplinary actions as the Finance Committee deems best.
- K. Statute 7.02, the act that empowers the Fraternity's Executive Committee to initiate membership suspension, of the Sigma Chi Constitutions will be invoked whenever necessary. The Financial Policy, as adopted by the Finance Committee will take precedence over these Bylaws.
- L. The Financial Policy must be reviewed each semester by the Finance Committee with suggestions for alterations submitted by any member of the Chapter. All requests for amendments to the Financial Policy must be in writing.
- M. The Finance Committee has the sole responsibility for approval of an individual's financial payment plans and initiating financial expulsion proceeding.
- N. No member of the Chapter is permitted to enter into a binding contract with any person or company without the approval of the financial committee or financial officer.

Section 7: The Judicial Board

- A. The Judicial Board shall consist of 3 members and shall be headed by a Chairman.
- B. The elections for the members of the Judicial Board will be held yearly.
- C. The members will be nominated by the Pro Consul, and sent to the brothers for approval by a majority vote.

- D. Amongst the 3 members, the Consul will select one of the board members as the Chairman. The Chairman should not hold any of the Big 5 appointments to ensure the independence of the judicial board.
- E. The Judicial Board chairman will again be required to go through a round of vote before his position is affirmed.
- F. It is the responsibility of the Judicial Board members to be thoroughly familiar with Article VII of the Declaration, and they are expected to perform their tasks with the deepest sense of justice and personal responsibility.
- G. The Judicial Board shall discharge its duties as specified in Article VII.

Article V: Governing Rights and Procedures

Section 1: Constitutional Procedures

- A. To amend the Bylaws, a proposal must be presented to the Executive Committee in writing, after which the proposal shall be presented during the next Chapter Meeting.
- B. The proposal should not be voted on until the second subsequent Chapter Meeting following the proposal's introduction to the Executive Committee.
- C. In order to vote on a proposal, a quorum, as defined in these Bylaws, must be present at the formal Colony meeting.
- D. Two-thirds affirmative vote of the quorum is necessary for the approval of a proposal.
- E. Following the approval of a proposal, the proposal shall go into immediate effect as an amendment, unless otherwise stated.

Section 2: Governing Rights

- A. Sigma Chi Alpha is a Colony of The Sigma Chi Fraternity. As such, no bylaw, statute, or Executive decree shall supersede the Constitution, Statues, and Policies of The Sigma Chi International Fraternity, also known as General Fraternity. And as such, under the obligations of the Statue 6.02.b of The Sigma Chi Fraternity's Standard Operating Procedures, we adopt these Bylaws on our honor as Men of Good Character.
- B. In addition to Brothers, these Bylaws shall hold governance over pledges, alumni, and guests when on Colony property.
- C. The Bylaws shall be reviewed annually by the Executive Committee. The Executive Committee must present all recommendations to the Constitutional Advisor.

Section 3: Distribution of Bylaws

- A. A physical copy of the Bylaws should be available by request at the beginning of each semester.
- B. The Magister is responsible for ensuring that each pledge receives a physical copy of the Bylaws upon beginning the pledge process.
- C. Each brother is entitled to a physical copy of the Bylaws.
- D. Upon election or appointment, all officers shall receive a physical copy of the Bylaws.
- E. Physical copies of the Bylaws will be given to the Colony Advisor, the Grand Praetor, and the General Fraternity Headquarters.
- F. The Pro-Consul is responsible for the availability of the Bylaws.
- G. Several copies of the Bylaws will be placed in the Colony files. Said copies shall be made available to the active members, Colony advisor and advisory board and faculty advisors, and to the General Fraternity Headquarters.

Article VI: Judicial Policy

Section 1: Process

- A. Accusation
 - a. Can come from:
 - i. Eye witness
 - ii. Another brother
 - iii. IFC, University, or any other credible source
 - b. Immediate action of accusations listed below would be temporary suspension (15 days) of fraternity activities and position or until resolved.
 - c. If the accuser needs to attend other external trials, brother needs to attend to those trials before going through the fraternity's process.
- B. Investigation of incident
 - a. The Consul should contact the Judicial Board about an accused brother and the whole Judicial Board is responsible for investigating the incident
 - b. Chairman will the accused brother(s) immediately and have him (them) respond within 48 hours to the allegations.
 - c. Failure to reply within the 48 hours will result in plea of no contest. No contest does not imply guilty nor innocence.
 - d. If a member of the Judicial Board is accused, the trial will continue as per normal, with 2 members of the Judicial Board presiding instead of 3. If more than one member of the Judicial Board is accused, the Proconsul will decide on the replacements for the Judicial Board.
- C. Trial Proceedings
 - a. The Judicial Board Chairman explains all the facts, followed by the brother explaining his side of the story.
 - b. Decision will be made by the Judicial Board after testimonies from both sides.
 - i. If the level of offenses is Tier 3 and above, a decision of punishment will be made by Judicial Board and 3 other brothers in fraternity. The 3 other brothers will be drawn randomly.
 - ii. In the case of a tie, the Chairman has the power to break ties.
 - iii. For minor offenses, Tier 2 and below, punishment decisions are made by the Judicial Board.
 - c. After the decision has made, the brother will be notified by the Judicial Board within 24 hours of their decision.
 - d. If more evidence surfaces after the decision have been made, a retrial can be scheduled.

Section 2: Tiered sanctions

Across all Tiers:

- a) Open verbal reprimand during a fraternity meeting
- b) A signed letter of apology by the brother to the appropriate parties, stating that he will never commit that offence again.

*One or more additional sanctions will be given, to the Judicial Board's discretion.

Tier 1

- 1. A fine not exceeding \$25
- 2. A maximum of 5 hours of service, to the Colony, university, or appropriate institution.

Tier 2

1. A fine ranging from \$25 to \$50
2. 5 to 10 hours of service, to the Colony, university, or appropriate institution.
3. Social probation from next social event.

Tier 3

1. A fine ranging from \$50 to \$75
2. Cost of repairs, resources misused.
3. 10 to 15 hours of service, to the Colony, university, or appropriate institution.
4. No voting rights for next meeting.
5. Social probation from next 2 social events.

Tier 4

1. A fine ranging from \$75 to \$100
2. Cost of repairs, resources misused.
3. 10 to 15 hours of service, to the Colony, university, or appropriate institution.
4. No voting rights for rest of semester or year.
5. Social probation for rest of semester or year.

Tier 5

1. The Colony will initiate conduct expulsion proceedings pursuant to the Statute No. 7.01 of The Sigma Chi Governing Laws and International EC Regulations 7.01-1 through 7.01-8.

*Repeat Offence Rule:

A gentleman should never go against his word. On the third time the brother repeats the offence, the level of sanctions will increment by one each time this occurs within the same year.

Levels of Offences

Examples of Tier 1 offences

- To be late or not present for fraternity meetings and mandatory events without valid excuse.
- Not in proper colony meeting attire.
- Minor un-Gentlemanly conduct, going against principles taught in the Norman Shield.

Examples of Tier 2 offences

- Intentional disruption of fraternity meetings/events/designated study hours
- Minor misuse/destruction of fraternity resources. (< \$25 in value)
- Major un-Gentlemanly conduct, going against principles taught in the Norman Shield.

Examples of Tier 3 offences

- Misuse of alcohol
- Major misuse/destruction of fraternity resources. (< \$100 in value)
- Failure to attend major mandatory Recruitment or Philanthropic events without legal excuse.

Examples of Tier 4 offences

- Not following sanctions meted out by Judicial Board.
- Theft, fighting with another brother.

- Blatant misuse/destruction of fraternity resources. (>\$100 in value)

Examples of Tier 5 offences

- Drug use
- Hazing of a pledge
- Sexual assault
- Conduct unbecoming of a Sigma Chi

*The list is a guideline for the Judicial Board to follow.

If an offence does not fall within the examples provided here, then it is entirely up to the Judicial Board's discretion to determine the tier level of the offence.

Appeal

Any appeal shall be heard by the Executive Committee and Colony Advisor within 14 days of the decision of the Judicial Board

An appeal shall be submitted to the Judicial Board Chairman, who will forward the appeal to the deciding committees with the transcripts from the trial. The appeal has to be submitted within 3 days after the decision has been made.