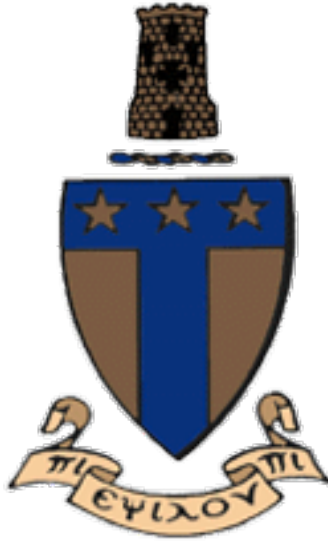


CHAPTER BYLAWS & HOUSE RULES

Beta Delta Chapter

ALPHA TAU OMEGA FRATERNITY



Approved by the Beta Delta Chapter on January 1, 2001
Last Revised November 24, 2013

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PREAMBLE

Whereas, the Beta Delta Chapter of the Alpha Tau Omega Fraternity exists by virtue of permission of the National Fraternity of Alpha Tau Omega; and

Whereas, the Beta Delta Chapter is interested in developing a spirit of loyalty to The University of Alabama, and in promoting the social, educational, cultural, and spiritual development of its members; and

Whereas, these objectives can best be obtained in an atmosphere of brotherly love and friendship where each person knows what is expected of him; and now

Whereas, for the better accomplishment of its objectives, these Chapter Bylaws and House Rules were ordained and established by the Beta Delta Colony of the Alpha Tau Omega Fraternity, on or about October 14, 1998; and

Whereas, after a successful year of operation and experience as a full Chapter of the Alpha Tau Omega Fraternity, the members of the Beta Delta Chapter deemed it necessary to amend these Bylaws based in part on their experience as members of a full Chapter of the Alpha Tau Omega Fraternity and otherwise on the past experiences of the alumni of the Beta Delta Chapter of the Alpha Tau Omega Fraternity;

Therefore, for the continued accomplishment of the objectives of the Beta Delta Chapter of the Alpha Tau Omega Fraternity, the Chapter Bylaws and House Rules are hereby amended and restated by the Beta Delta Chapter of the Alpha Tau Omega Fraternity; with said Amendment to become effective January 1, 2009.

BYLAWS

Article I – Authority

- 1-0101 These Bylaws are established under the authority of the National Fraternity of Alpha Tau Omega and, in case of any conflict, the *Bylaws, Policies and Procedures* of the National Fraternity shall take precedence. Nothing in conflict with the *Bylaws, Policies and Procedures* shall be allowed to exist in the Beta Delta Chapter.
- 1-0201 Reference herein made to the Bylaws means the *Bylaws, Policies and Procedures* of the Alpha Tau Omega Fraternity dated April, 1996, or as later amended or changed.
- 1-0301 Reference herein made to the “Fraternity” or “ATO” means the National Fraternity of Alpha Tau Omega.
- 1-0401 These Bylaws, after adoption by a majority vote of the undergraduate members, shall be in effect and shall supersede and replace all bylaws, rules, and regulations previously adopted by the chapter which may be in conflict with them.
- 1-0402 Proposed amendments must be read at a chapter meeting and posted on the bulletin board for six days. After which time, the proposed amendment will be read again at a chapter meeting and must receive a favorable vote of two-thirds of the active members present and voting.
- 1-0403 These Bylaws may be amended by a favorable vote of two-thirds of the active members present and voting at any regular or special meeting convened in accordance with these bylaws.
- 1-0404 No amendments to these bylaws may be imposed in a retroactive manner.

Article II – Membership

- 2-0101 Membership shall consist of all undergraduate initiates and all affiliates who are enrolled as a student at The University of Alabama.
- 2-0102 Election to membership shall be by secret ballot pursuant to Paragraphs 10-0601 and 10-0602 of the *ATO Policies and Procedures*.
- 2-0201 Members initiated at other chapters of ATO may be affiliated in accordance with the ATO Bylaws.
- 2-0301 Reasons for requesting temporary leave from the chapter include co-op, internship, study abroad, medical leave, and proof of severe financial hardship. However, financial hardship may be limited to only one semester, and the member is still required to pay national fraternity insurance and dues.
- 2-0401 Members graduating before their eight-semester obligation may be granted alumni status.
- 2-0501 Members enrolled at The University of Alabama wishing to affiliate with the chapter after their eight-semester obligation may do so upon approval by the Executive Council, but may not live in the chapter house.
- 2-0601 No initiated brother shall receive undergraduate Alumni status if any of the three following scenarios are true: the brother has any outstanding debt owed to the chapter; the brother leaves in an untimely manner; the brother leaves on bad terms with Beta Delta. A brother can still obtain undergraduate Alumni status if the brothers of Beta Delta vote with an 80% majority to grant the brother undergraduate status despite one of the three scenarios being true.

Article III – Election of Officers

- 3-0101 Officers of the chapter and their rank shall be as follows:
- a. President
 - b. Vice President
 - c. Chaplain
 - d. Treasurer
 - e. Secretary
 - f. Historian
 - g. Door-Keeper
 - h. Sergeant-at-Arms
 - i. Risk Management
 - j. Membership Education Chairman
 - k. Membership Recruitment Chairman
 - l. Associate Recruitment Chairman
 - m. Alumni Relations Officer
 - n. Public Relations Officer
 - o. Social Service Coordinator
 - p. House Manager
 - q. Campus Involvement Chairman
 - r. Efficiency Chairman
 - s. T-Shirt Chairman
 - t. Purchase Fund Treasurer
 - u. Assistant Recruitment Chairman
- 3-0201 Election of officers serving as part of the Executive Committee shall be held no later than at least two weeks prior to the end of the fall semester.

- 3-0202 Election of officers not serving as part of the Executive Committee shall be held at the beginning of each semester unless otherwise stated in the bylaws.
- 3-0203 Nominations for office shall be conducted no earlier than two weeks, but no later than one week before the scheduled election meeting. Nominations cannot be accepted during the meeting in which the office is being filled. If a member cannot be present to be nominated, he may submit a written acceptance to the secretary before nominations. Members cannot be nominated for more than three positions.
- 3-0203 Newly-elected officers shall take over their respective duties upon official installation as prescribed in the *Ritual*, which shall take place during the first chapter meeting of the spring semester after elections. The outgoing officers shall have all records up-to-date and shall turn them over, together with all property pertaining thereto, to the newly installed officers.
- 3-0301 The term office for executive officers shall be for one year.
- 3-0401 Only active members whose financial indebtedness to the Fraternity is not more than 30 days delinquent shall be eligible for election to office.
- 3-0501 Only active members whose cumulative and previous semester GPA is above a 2.6 on a 4.0 scale shall be eligible for election to office.
- 3-0601 Any officer or committee chairman who allows his financial indebtedness to the chapter to remain delinquent more than 30 days shall immediately become disqualified for the office which he holds and the Executive Committee shall call another election immediately.
- 3-0701 Whenever a vacancy shall occur in an elected office, an election shall be called within seven days and the elected officer shall fill the remainder of the term of his predecessor.
- 3-0801 When chapter membership exceeds forty members, no member shall be allowed to hold an executive committee position at the same time that he holds any other position in the house.

Article IV – Duties of Officers

- 4-0101 President
- a. He shall perform all duties as required by paragraphs 9-0801 through 9-0804 of the *ATO Policies and Procedures*.
 - b. He shall be liaison officer between the chapter and university administration, National Fraternity and alumni.
 - c. He shall be responsible for the actions of the local chapter.
 - d. He shall be the official representative to the biannual Congress.
 - e. He shall live in the chapter house during the period he holds office, notwithstanding any suspension of the rules or these bylaws.
 - f. He shall be a member of the Executive Committee.
 - g. He shall be a member of the Judicial Committee.
 - h. He shall sign all checks drawn on chapter funds.
 - i. He shall have the power to levy fines.
 - j. He shall recommend an initiated brother to the Executive Committee for the position of Risk Management Chairman, see bylaw4-2201, within two weeks of inauguration. The president's recommendation will then need a majority vote by the Executive Committee at the soonest possible EC meeting, if a majority vote is not achieved another recommendation will be required with the same process of approval.

- 4-0201 Vice President
- a. He shall perform all duties as required by Paragraph 9-0901 of the *ATO Policies and Procedures*.
 - b. He shall be the chairman of the Executive Committee.
 - c. He shall be the chairman of the Judicial Committee.
 - d. He shall live in the chapter house during the period he holds office, not withstanding any suspension of the rules or these bylaws.
 - e. He shall see that all officers have a working and up to date officer notebook
 - f. He shall have the power to levy fines.
- 4-0301 Chaplain
- a. He shall perform all duties as required by Paragraph 9-0951 of the *ATO Policies and Procedures*.
 - b. He shall be responsible for the correct performance of the *ATO Ritual*.
 - c. He shall be a member of the Executive Committee.
 - d. He shall be the mediator for the Judicial Committee.
 - e.. He shall live in the chapter house during the period he holds office, not withstanding any suspension of the rules or these bylaws.
 - f. He shall have the power to levy fines.
 - g. He shall lead the Fraternity in planning and implementing a signature event. The purpose of this signature event is to raise money to give back to the community or to the Chapter's desired charity.
- 4-0401 Treasurer
- a. He shall perform all duties as required by Paragraphs 9-1001 through 9-1003 of the *ATO Policies and Procedures*.
 - b. He shall have responsibility of the chapter funds and act within accordance with bylaw 9-1301.
 - c. He shall allow no credit to members beyond the 10th day in which an account becomes due and payable.
 - d. He shall advise the chapter on all expenditures.
 - e. He shall live in the chapter house during the period he holds office.
 - f. He shall sign all checks drawn on chapter funds.
 - g. He shall be a member of the Executive Committee.
 - h. He shall oversee the development of a biannual budget and recommend said budget to the financial head of the Board of Trustees for approval during April and December of each year.
 - i. He shall submit a copy of the checking register to the Board of Trustees at the conclusion of each Calendar month.
 - j. He shall have the power to levy fines.
- 4-0501 Secretary
- a. He shall perform all duties as required by Paragraphs 9-1201 through 9-1203 of the *ATO Policies and Procedures*.
 - b. He shall maintain an adequate correspondence and reference file for chapter records.
 - c. He shall be a member and recorder for the Executive Committee.
 - d. He shall complete all forms and reports required by the National Fraternity regarding chapter membership.
 - e. He shall post the chapter minutes in a timely manner.
 - f. He shall be encouraged to live in the chapter house during the period he holds office.
 - g. He shall be the recorder for the Judicial Committee.
 - h. He shall be the chairman of the Bylaws Committee.
 - i. He shall have the power to levy fines.
 - j. He shall prepare the True Merit Report
 - k. He shall prepare any other forms, applications, or materials that the Executive

Committee deems necessary.

- 4-0601 Historian
- a. He shall perform all duties as required by Paragraphs 9-1201 through 9-1203 of the *ATO Policies and Procedures*.
 - b. He shall be responsible for the upkeep of the chapter scrapbook and guest book.
 - c. He shall maintain an up-to-date file on the addresses of all chapter alumni and alumni of other chapters residing in the area.
 - d. He shall be a member of the Alumni Relations Committee.
 - e. He shall assist the Secretary in completing all forms and reports required by the National Fraternity regarding chapter membership.
 - f. He shall be a member of the Executive Committee.
 - g. He shall be encouraged to live in the chapter house during the period he holds office.
 - h. He shall have the power to levy fines.
- 4-0701 Sergeant-at-Arms
- a. He shall perform all duties as required by Paragraphs 9-1301 through 9-1303 of the *ATO Policies and Procedures*.
 - b. He shall be responsible for keeping order at chapter.
 - c. He shall have the authority to issue fines to members who break rules.
 - d. He shall be a member of the Executive Council.
 - e. He shall be encouraged to live in the chapter house during the period he holds office.
 - f. He shall have the power to levy fines.
 - g. He shall be responsible for establishing, and enforcing a scholarship program for the chapter.
 - h. He shall establish and maintain a chapter library.
 - i. He shall ensure that all National Fraternity, ATO Foundation, and local scholastic honors and awards are submitted.
 - j. He shall be the chairman of the Scholarship Committee.
 - k. He shall ensure that all disciplinary measures regarding Academic Probation are followed
- 4-0801 Doorkeeper
- a. He shall admit to meetings only those who are qualified.
 - b. He shall assist the Sergeant-at-Arms in his duties (Paragraphs 9-1401 and 9-1402).
 - c. He shall perform such duties as Worthy Sentinel as prescribed in the *Ritual*.
 - d. He shall perform duties as required by the *Policies and Procedures*.
 - e. He shall make sure that only initiated members or qualified members enter chapter events.
 - f. He shall serve as doorkeeper for parties and social events while guests are arriving and departing to maintain order and avoid potential trouble.
 - g. He shall have a working knowledge of the *Ritual* and *Secret Work* of the Fraternity.
 - h. He shall make sure that all guests attending social functions are on a proper guest list.
 - i. He shall be responsible for answering the phone as well as the door during dinner or meetings.
 - j. He shall be encouraged to live in the chapter house during the period he holds office.
 - k. He may delegate such of these said duties as necessary to qualified initiates in good standing.
 - l. He shall have the power to levy fines.

- m. He shall be in charge of planning and directing the social program of the chapter.
- n. He shall be chairman of the Social Committee.
- o. He shall be responsible for coordinating photography services at Alpha Tau Omega functions.

- 4-0901 Membership Education Chairman
- a. He shall perform all duties as required by Paragraphs 9-1501 through 9-1505 of the *ATO Policies and Procedures*.
 - b. He shall provide for the fraternal education of all new members and members.
 - c. He shall formally pledge all prospective members in accordance with the ATO Open Pledging Ceremony.
 - d. He shall ensure that the new members do not undergo any form of hazing as defined by Paragraphs 10-3001 through 10-3005 of the *ATO Policies and Procedures*.
 - e. He shall provide for a continuation of each member's education after initiation.
 - f. He shall be chairman of the Membership Education Committee.
 - g. He shall live in the chapter house during the period he holds office.
- 4-1001 Public Relations Officer
- a. He shall perform all duties as required by Paragraphs 9-1601 through 9-1603 of the *ATO Policies and Procedures*.
 - b. He shall prepare and cause to be published periodic newsletters regarding chapter activities.
 - c. He shall be the liaison between the campus/local media and the chapter.
 - d. He shall be the chairman of the Public Relations Committee.
- 4-1101 Social Service Coordinator
- a. He shall perform all duties as required by Paragraphs 9-1701 through 9-1703 of the *ATO Policies and Procedures*.
 - b. He shall be the chairman of the Social Service Committee.
- 4-1201 Alumni Relations Officer
- a. He shall perform all duties as required by Paragraphs 9-1801 through 9-1803 of the *ATO Policies and Procedures*.
 - b. He shall attend all meetings of the local alumni organization.
 - c. He shall schedule and organize special alumni/chapter functions.
 - d. He shall assist the Historian in maintaining an up-to-date biographical/address file on all chapter alumni and alumni of other chapters in the area.
 - e. He shall be the chairman of the Alumni Relations Committee.
 - f. He shall prepare and cause to be published at least two alumni newsletters per year.
- 4-1301 Membership Recruitment Chairman
- a. He shall organize the recruitment program of the chapter.
 - b. He shall coordinate the preparation of all chapter recruitment publications.
 - c. He shall be responsible for communicating all details regarding recruitment with the university and alumni.
 - d. He shall be a member of the Membership Education Committee.
 - e. He shall be chairman of the Membership Recruitment Committee.
 - f. He shall be encouraged to live in the chapter house during the period he holds office.
 - g. He shall live in Tuscaloosa for at least ½ of the summer.
 - h. He shall have the right to appoint an Assistant Recruitment Chairman.
 - i. He shall have the exclusive right to issue bids, unless a major confliction with the Associate Recruitment Chair manifests.

- 4-1401 Associate Recruitment Chairman
- a. He shall assist the Membership Recruitment Chairman organize the recruitment program of the chapter.
 - b. He shall enlist the aid of members in carrying out the program.
 - c. He shall regularly update the chapter about recruitment activities and all things thereof.
 - d. He shall live in Tuscaloosa for at least ½ of the summer.
- 4-1501 Scholarship Chairman
- a. He shall be responsible for establishing, and enforcing a scholarship program for the chapter.
 - b. He shall establish and maintain a chapter library.
 - c. He shall ensure that all National Fraternity, ATO Foundation, and local scholastic honors and awards are submitted.
 - d. He shall be the chairman of the Scholarship Committee.
*Position Effective until Executive Council Elections held in November 2013.
- 4-1601 House Manager
- a. He shall advise the chapter on the proper care of the chapter house and grounds, and shall perform house repairs within capabilities.
 - b. He shall be responsible for making necessary chapter purchases and keeping needed supplies on hand.
 - c. He shall ensure that all fire protection apparatuses are in good working order.
 - d. He shall be the chairman of the House Committee.
 - e. He shall live in the chapter house during the period he holds office.
 - f. He shall have the authority to levy fines with relation to physical chapter property.
 - g. He shall be aware of and attend all House Corp meetings.
 - h. He shall be elected no later than two weeks prior to the end of the fall semester to being his term in the spring.
- 4-1701 Efficiency Chairman
- a. He shall be responsible for timely collections and distribution of incoming/ outgoing mail.
 - b. He shall be responsible for checking the chapter voice mail system.
 - c. He shall be responsible for checking the chapter e-mail account.
 - d. He shall assist the officers of the chapter in sundry duties.
- 4-1801 Social/Risk Management Chairman
- a. He shall be in charge of planning and directing the social program of the chapter.
 - b. He shall be in charge of abiding by the ATO Risk Management Policy.
 - c. He shall be chairman of the Social Committee.
 - d. He shall be a member of the Executive Committee.
 - e. He shall be responsible for coordinating photography services at Alpha Tau Omega functions.
*Position Effective until Executive Council Elections held in November 2013.
- 4-1901 Campus Involvement Chairman
- a. He shall be responsible for promoting campus involvement among chapter members, including creating a campus involvement handbook
 - b. He shall be responsible for relaying important campus deadlines to the chapter.

- c. He shall maintain a running log of chapter members' academic and extracurricular involvement to report to the Secretary.
- d. He shall be responsible for organizing all athletic activities in the chapter.
- e. He shall maintain the chapter athletic equipment and uniforms.
- f. He shall have authority regarding all chapter intramural activities.
- g. He shall act as a coach or appoint a coach to all intramural activities the chapter participates in.
- h. He shall maintain order at all chapter intramural activities.

4-2001 Interfraternity Council Representative
 a. He shall attend all IFC meetings and report the outcome to the chapter.
 b. He shall be the official representative to the IFC.

4-2101 All officers shall be responsible for preventing hazing.

4-2201 Risk Management Officer
 a. He shall be appointed by the President with a majority approval by the Executive Committee.
 b. He shall be in charge of implementing the ATO Risk Management Policy.
 c. He shall work closely with the Social Chairman and keep activities within legal parameters.
 d. He shall attend most social functions but highly encouraged to attend all social functions. If not present at a social function, a deputy should be assigned or President shall fill in.
 e. He shall be encouraged to live in the chapter house when he holds office.
 f. He shall be a member of the Executive Committee.
 g. He shall be in charge of developing a plan to educate the chapter each semester on ATO Risk Management Policy.
 h. He shall be responsible for register Alpha Tau Omega functions with the university when necessary.

Article V – Meetings

5-0101 Regular meetings of the chapter shall be held during the fall and spring semesters at least twice a month. These meeting shall be held on Wednesday night beginning at a time to be determined by the Executive Committee until business is complete, with the first Wednesday of each month being Formal. (Where all parts of the ritual are observed.) Members will be expected to keep this time free.

5-0201 Regular meetings of the Executive Committee shall be held weekly during the fall and spring during a time approved by the entire Executive Committee. Attendance by members not on the committee shall be at the discretion of the chairman.

5-0301 The time and place of regular meetings may be changed at any time by a two-thirds vote of the members of the chapter present and voting.

5-0401 No fewer meetings per month shall be held than those prescribed in Paragraph 9-0601 of the *ATO Policies and Procedures*.

5-0501 Special meetings may be called by the President at his discretion (with twenty-four hours notice), or upon any instance requiring decisions of the chapter, prior to the regularly scheduled meetings.

5-0601 Meetings shall be opened and closed in the manner prescribed in the *Ritual*.

- 5-0701 Any parliamentary procedure in meetings not covered by the *Ritual, Bylaws & Policies and Procedures*, or Bylaws of the chapter, shall be governed by *Robert's Rules of Order*.
- 5-0801 A majority of the active members of the chapter shall constitute a quorum for the transaction of business.
- 5-0901 Attendance at all meetings is required of all members unless excused by the President or by a favorable vote of two-thirds of the active members present and voting.
- 5-1001 To be excused from a meeting all members must submit, in writing, an acceptable excuse to the Secretary by 11:59 pm the day before the meeting.
- 5-1101 During the meeting all members will raise their hand and be recognized by the president, otherwise they will not speak.
- 5-1201 During the Good of the Order all members shall remain silent and be respectful of their brothers.
- 5-1301 With the exceptions of motions to discuss and motions to offer bids, only motions that are submitted to the Executive Committee in writing will be eligible for voting in new business.

Article VI – Standing Committees

- 6-0101 The standing committees of the chapter shall include:
- a. Executive
 - b. Judicial
 - c. Finance
 - d. Membership Education
 - e. Public Relations
 - f. Social Service
 - g. Alumni Relations
 - h. Recruitment
 - i. Scholarship
 - j. House
 - k. Social/Risk Management
 - l. Bylaws
- 6-0201 The duties of the Executive Committee shall be to:
- a. Act as a clearing committee for business that is known to come before the chapter.
 - b. Recommend chapter policies and changes in existing policies.
 - c. Formulate short and long-range plans for the chapter.
 - d. Assist the chapter President in developing the agendas for chapter meetings.
 - e. Verify the appointment of committee members.
 - f. Ensure that chapter officers perform their duties.
 - g. The voting members shall be as follows:
 1. President
 2. Chaplain
 3. Treasurer
 4. Secretary
 5. Historian
 6. Doorkeeper
 7. Sergeant-at-Arms
 8. Risk Management
 9. Membership Education Chairman

10. Membership Recruitment Chairman

* The Vice President shall act as chairman, and shall cast a vote only in the event of a tie.

h. Propose legislation and review other proposed legislation before presentation to the chapter to prevent excessive debate and argument during chapter meetings.

i. Ensure that chapter officers complete their duties in a manner that assures completion of tasks and achievement of goals.

j. The chairman may invite other individuals to attend in a non-voting advisory position.

- 6-0301 The duties of the Judicial Committee shall be to:
- a. Serve as the chapter judiciary board to which all disciplinary problems are referred for action.
 - b. Recommend disciplinary action to the chapter.
 - c. Interpret and enforce the *Bylaws, Policies and Procedures*, Chapter Bylaws, and House Rules.
 - d. Set standards of conduct for members.
 - e. Set guidelines for disciplinary actions.
- 6-0302 The voting members of the Judicial Committee shall include the Vice-President (chairman), Chaplain (Mediator), President, Treasurer, one member of the BOT, and one member-at-large for each class (members at large will be selected by the Vice-President then brought before the Executive Council for approval). The Secretary shall be a non-voting member and shall serve as recorder.
- 6-0401 The duties of the Finance Committee shall be to:
- a. Prepare the annual budget and recommend it to the chapter for approval.
 - b. Make monthly inspections of the expenditures to see that they are within the budget.
 - c. Recommend to the chapter the expenditure of all funds received and not specifically budgeted.
 - d. Compile the monthly, quarterly, and annual financial reports required by the Internal Revenue Service and the National Fraternity.
- 6-0501 The duties of the Public Relations Committee shall be to:
- a. Prepare publications and communications needed for chapter activities.
 - b. Assist the ARO in preparing summaries of chapter news and submitting them to the National Headquarters Newsletter Publishing Service Coordinator. At least two high-quality alumni oriented newsletters should be produced each year.
 - c. Write thank you letters and cards when appropriate.
 - d. Promote good public relations within the chapter.
- 6-0601 The duties of the Social Service Committee shall be to:
- a. Organize and supervise the chapter's social service projects.
 - b. Provide for the involvement of all members in social service projects.
- 6-0701 The duties of the Alumni Relations Committee shall be to:
- a. Plan and organize the chapter alumni relations program.
 - b. Prepare summaries of chapter news and submit them to the National Headquarters Newsletter Publishing Service Coordinator for alumni newsletters.
 - c. Work with the local alumni organization in planning chapter/alumni functions.
 - d. Keep an up to date database on alumni.

- 6-0702 The membership of the Alumni Relations Committee shall include the Alumni Relations officer (chairman), the Public Relations Officer, the Social Service Chairman, the Secretary, members-at-large.
- 6-0801 The duties of the Recruitment Committee shall be to:
a. Develop the chapter's year-round rush program.
b. Secure the names of prospective recruits from alumni, as well as members of the chapter.
c. Establish contact with prospective new members and make arrangements for them to visit with the chapter in accordance with the rules of the university and IFC.
- 6-0901 The duties of the Membership Education Committee shall be to:
a. Plan and organize a new member education program.
b. Develop a progressive "Help Week" program, which contains no hazing.
c. Develop a program for continuing the education of a member beyond initiation.
- 6-0902 The membership of the Membership Education Committee shall include, but is not limited to, the Membership Education Chair (Chairman), Scholarship Committee Representative, and Recruitment Committee Representative.
- 6-1001 The duties of the Scholarship Committee shall be to:
a. Establish goals for the scholastic achievement of the chapter.
b. Promote improvement of the scholarship through administering the chapter scholarship program.
c. Secure and maintain information in connection with the scholarship standing of members of the chapter.
d. Recommend to the chapter desired changes in the minimum scholastic achievement for election to membership.
e. Ensure that all scholastic honors and awards are applied for and submitted.
- 6-1002 The membership of the Scholarship committee shall include, Scholarship Chairman (Chairman), Membership Education Chairman, Representative from each class.
- 6-1101 The duties of the House Committee shall be to:
a. Assume responsibility for proper maintenance and upkeep of the chapter house and grounds.
b. Conduct an annual inventory of all equipment owned by the chapter.
c. Ensure the official fire and safety inspections are conducted annually.
- 6-1102 The membership of the House Committee shall include, but is not limited to, the House Manager (Chairman), Treasurer, and three active members at large. The active members are to be appointed by the House Manager.
- 6-1201 The duties of the Social/Risk Management Committee shall be to:
a. Plan and supervise all social activities of the chapter.
b. Ensure compliance with all provisions of the ATO Risk Management Policy.
c. Encourage and maintain good social relations with other campus organizations.
- 6-1202 The membership of the Social/Risk Management Committee shall include, but is not limited to, the Social/Risk Manager (Chairman) and three active members at large. The active members are to be appointed by the Social/Risk Manager.
- 6-1301 The duties of the Bylaws and House Rules Committee shall be to:
a. Administer and maintain an updated copy of the chapter Bylaws.

- b. Administer and maintain an updated copy of the House Rules.
- c. Evaluate and suggest changes of the Bylaws, and submit changes for review to the Executive Committee and approval by the chapter.
- d. Making changes to the Bylaws and House Rules Document itself.
- e. Distributing updated copies to chapter members, advisors, the BOT, and the National Headquarters.

6-1401 All members shall be encouraged to serve on at least one committee or hold some position of responsibility.

6-1501 Special committees may be appointed by the President at any time.

Article VII – New Members

7-0101 A New Member shall be a person who has been pledged to this chapter in accordance with the *Bylaws, Policies and Procedures*, chapter Bylaws, and university provisions. New Members may be resident or nonresident, and shall be treated with the same respect as applies to initiated members.

7-0201 Election to New Membership may be offered only with the consent of two thirds of those present and voting at any regular or special meeting. During the summer months (end of the Spring semester until the beginning of the Fall semester) election to New Membership may be by the approval of the Membership Recruitment Chairman, President, and four members at large.

7-0301 No New Member will be continued as such if at the end of his first semester of New Membership his grade point average for that semester is below a 2.0 GPA on a 4.0 scale. Exceptions will be made only in cases where strong extenuations circumstances exist.

7-0401 New Membership may be withdrawn for cause by a 20% vote of those present and voting at any regular meeting or any special meeting called for the purpose of voting on New Members; or by the request of the New Members involved. A 30% vote is required for any New Member who is a legacy of the fraternity.

7-0501 New Members shall abide by the *Bylaws, Policies and Procedures* and these Bylaws.

Article VII – Initiation

8-0101 Only those new members who have fulfilled all of the Fraternity and chapter requirements for membership shall be initiated. These latter requirements are as follows:

- a. He must have met all of his financial obligations to the Fraternity and to the chapter.
- b. He must have achieved a cumulative and previous semester grade-point average of at least a 2.6 on a 4.0 scale, including at least a 2.3 GPA. Transfer hours acceptable to the University of Alabama may be included in the cumulative GPA.
- c. He shall have been elected to membership by a 2/3 majority vote of the chapter.

8-0201 The initiation fee of the Fraternity shall be that set forth in the *ATO Policies and Procedures* of the Fraternity. This is due and payable prior to initiation.

8-0301 When initiation occurs before the semester of pledgeship ends and bylaw number “8-0101 b.” can not be fulfilled, the following guidelines will be followed

instead. The new members shall be initiated on terms of fulfillment of the 2.6 GPA requirements for initiation. However, if the new member does not fulfill the requirement he will then be subject to the following Scholarship Probation Program.

ATO Academic Probation Program

1. The Probation period will last one semester.
2. The Brother must report to the first Executive Committee meeting of the semester, where he will explain why he is on probation, and how he will improve his academic performance.
3. The Brother shall adhere to the Academic Policy laid in Article XI
4. The Brother must earn a GPA at or above 2.6 in the semester of his probation in order to drop the probation. If the Brother does not earn the GPA requirement, he will be placed on undergraduate alumni status. The brother does have a chance to extend the probation to the next semester through an "accepted" appeal through the Executive Committee.

Article IX – Finances

- 9-0101 The cost of operating and maintaining the chapter house, of paying dues and assessments, and of supporting the social activities and other programs of the chapter shall be borne by house dues and necessary assessments.
- 9-0201 The full house bill shall be the amount to be paid per semester by each resident in the house. It shall be the amount that is necessary to be charged for the purposes specified in Article IX Section 0101.
- 9-0301 This full house bill shall be paid by each member except as modified below.
- 9-0401 The amount of the full house bill, any modifications thereto, will be adopted by the active chapter at the beginning of the school year upon recommendation of the Executive Committee.
- 9-0501 Upon approval of the Executive Committee, a modified house bill will be charged as follows:
- a. Active members and new members on a non-resident status, who eat their meals at the house, but sleep at home will pay a house bill approximately to their share of:
 1. Miscellaneous chapter expenses.
 2. Total cost of food and food service.
 3. Up to one-third of the cost of operating and maintaining the house.
- 9-0601 Special assessments for specific purposes which were not ascertainable at the time of preparation of the budget may be made by a two-thirds favorable vote of the active members. Special assessments shall be paid by all members. As a matter of policy, special assessments will be kept to the lowest possible number and amount.
- 9-0701 A damage deposit equal to fifty-dollars shall be maintained in the accounts, by the Treasurer, of each member living in the house. This amount will be kept separate from all other house funds. Damage caused to the chapter property will be paid for by the person causing the damage through withdrawals from the damage deposit by the Treasurer. The amount necessary to bring each deposit up to the designated level shall be added to the individual's house bill at the next billing. Decisions of the Treasurer and House Manager on damage cost

assessment may be appealed to the Executive Committee for the first appeal and to the chapter for final appeal.

- 9-0801 A damage deposit equal to fifty-dollars shall be maintained in the accounts, by the Treasurer, of each member living in the house. This amount will be kept separate from all other house funds. Damage caused to the chapter property will be paid for by the person causing the damage through withdrawals from the damage deposit by the Treasurer. The amount necessary to bring each deposit up to the designated level shall be added to the individual's house bill at the next billing. Decisions of the Treasurer and House Manager on damage cost assessment may be appealed to the Executive Committee for the first appeal and to the chapter for final appeal. Additionally, a key deposit equal to fifty-dollars shall be maintained in the accounts, by the Treasurer, of each member living in the house in case the member needs room key replacement. This amount will be kept separate from all other house funds.
- 9-0901 No funds of the chapter shall be used by any person for his personal benefit, nor for any purpose other than that approved by the chapter. No funds of the chapter will be loaned to anyone at anytime.
- 9-1001 When an active or new member's account balance becomes more than 60 days outstanding, he shall be suspended from all meals and social functions, and shall lose voting rights in chapter. Also, he shall be required to come before a panel made up of the Chapter President and Treasurer and 2 Board of Trustees Representatives. The delinquent member must present a written plan to the panel, outlining how and when he will be able to pay the chapter. He must schedule the meeting no more than one week after his account balance has become more than 60 days outstanding or be subject to further punishments to be determined by the Judicial Board. If the panel accepts the proposed alternative payment plan (3 of 4 panel members must agree), the suspension will be cancelled. However, if the member is more than 60 days past due on the alternate plan, he will be suspended indefinitely given that the Treasurer has provided the overdue member with at least 30 days notice. Lastly, any active or new member who is past due at the end of a semester will not be allowed to live in the Chapter House the next semester.
- 9-1101 No written agreement obligating the chapter to pay a supplier or vendor for goods or services shall be valid and binding on the Chapter unless signed by either the President or Treasurer of the Chapter. If the total of the obligation is \$10,000 or more, the agreement must be signed by both the President and Treasurer. If the total of the obligation is \$15,000 or more, approval by a majority vote of the Executive Committee must also be obtained and recorded within the EC minutes.

Article X – Board of Trustees

- 10-0101 The Board of Trustees shall consist of seven members who shall serve in the capacities of Chapter Adviser, Faculty Adviser, Financial Adviser, and Alumni Relations Adviser.
- 10-0201 The Board shall render all possible service and advice to the chapter and to the officers of the chapter in order that the ideals, aims, and objectives of this Fraternity may continue to be perpetuated on this campus.
- 10-0301 This Board shall have the power to take corrective action when the chapter fails to comply with the *Bylaws, Policies and Procedures* of the Fraternity or the chapter Bylaws.

10-0401 The Board of Trustees shall be required to conduct a meeting at least once a semester.

Article XI – Academic Policy

Beta Delta Chapter of Alpha Tau Omega was re-chartered as a fraternity that promotes the social, educational, cultural, and spiritual development of its members. The academic purpose of our fraternity is to foster an environment for the achievement of academic excellence, while requiring that each member achieve and maintain the following academic grade performance:

1. To be eligible for initiation into Beta Delta Chapter of Alpha Tau Omega, each new member must obtain a minimum 2.6 grade point average.
2. To remain an active member in good standing, each member must obtain a minimum 2.3 grade point average each semester.

Failure to obtain a minimum 2.3 grade point average for each semester will result in the following:

1. Should an active member fall below a 2.3 but remain above a 2.0 that member will be required 6 hours per week of proctored study hall in the Center for Teaching and Learning or the Sergeant-at-Arms at the chapter house or designated classroom. Note: From henceforth this group will be referred to as bracket 1
 - a. Failure to meet all of the hour requirement leading up to a social chapter function results in ineligibility to attend
2. Should an active member fall below 2.0 that member will be required 6 hours per week, or an amount deemed appropriate by Executive Committee, of proctored study hall in the Center for Teaching and Learning or the Sergeant-at-Arms at the chapter house or designated classroom and will be placed on social probation for the next semester. Social probation is defined as the inability to participate in any band party during the probationary semester. Note: from henceforth this group will be referred to as bracket 2.
 - a. Failure to meet the 6 hour requirement or abide by the described social probation will result in a Judicial Board Hearing.

An active in any of the two brackets will have 1 semester to improve their semester GPA to above a 2.3

Failure to obtain above a 2.3 in the next semester will result in the following:

1. For Bracket 1, the active must meet the requirements set forth in Bracket 2 and will be required an additional 6 hours of community service for the semester
2. For Bracket 2, the active member will be suspended from all chapter activities until he meets the 2.3 required semester GPA

A suspended member may regain the full rights and privileges of an active member upon successful completion of the following:

1. The completion of a full academic semester (12 hours minimum) with a minimum 2.3 grade point average; and
2. A petition to the Beta Delta Chapter of the Alpha Tau Omega the Executive Council and the Board of Trustees for reinstatement as an active member. Said petition must identify the extenuating circumstances, which contributes to the petitioner's academic deficiency.

HOUSE RULES

Article I – House Rules of the Chapter

1-0101 House rules governing the conduct of members in the chapter house shall form a part of the Bylaws of the chapter and shall be approved in the same manner as other bylaws. Members having use of the chapter house are subject to the rules at all times.

Article II – Conduct

- 2-0101 Any member who performs an act detrimental to the name of the Fraternity or university is subject to disciplinary measures as determined by the President, Vice President, and Judicial Board.
- 2-0201 No explosives (including fireworks) shall be allowed on chapter property.
- 2-0301 No member shall have in their possession or allow another person to have in their possession any and all illegal substances.
- 2-0401 Any member who discloses confidential information regarding the Fraternity, will be subject to disciplinary measures.
- 2-0501 Any member who breaks the substance free policy by bringing Alcohol, Tobacco, or any other type of drug (non-prescription) on Alpha Tau Omega property will be subject to be brought before the Judicial Board.

Article III – Dining Room Conduct

- 4-0101 There shall be no hats worn in the dining area.
- 4-0201 When a female enters the room all members will stand.
- 4-0202 All females shall be allowed to be the first in line to eat.
- 4-0301 During announcements all members will cease conversation as well as eating and give full attention to the speaker.
- 4-0302 All members shall remain silent until the President (or highest-ranking officer) indicates that announcements are over.

Article IV – Care and Use of the House

- 5-0101 Careless, negligent, and willful damage to the walls, floors, doors, windows, furniture, and fixtures will not be tolerated. However, if damage is committed in any study room or dormitory, the person causing the damage shall be liable for the repair or replacement of such damages and be subject to appear before the Judicial Board.
- 5-0201 Every member departing at the end of the school year shall leave his room in a neat and clean condition.
- 5-0301 There shall be no unreasonable use of outdoor recreational items used in the house, such as: footballs, basketballs, baseballs, baseball bats, golf balls, golf clubs, etc.
- 5-0401 If you are not authorized to park in the parking lot behind the chapter house and do so during class times during the school week, during chapter events or functions at the house, or any other time that causes overcrowding in the parking area, the Executive Committee reserves the right to levy fines accordingly.

Article V – Room Assignments and Residence

- 6-0101 Seniority for the choice of living quarters and all other privileges based on seniority shall be based on a combination of the following:
- a. Current residential status

- b. Semesters active
 - c. Semesters at a higher institution
 - d. Year pledged
- If approved to live in the house under item C, there is a one-year limit.

6-0201 Requests for a room in the chapter house shall be directed to the House Manager, who will keep a record of room occupancy.

6-0301 The President shall have first choice of rooms. The Vice President shall have the next choice of rooms followed by Chaplain and so on. After executive officers, room choice will be based upon seniority. Room choice shall relate to open rooms.

Article VII – Discipline

7-0101 Disciplinary action will consist of reprimand, fine, suspension, expulsion from the chapter (Undergraduate Alumni Status), or expulsion from the National Fraternity, Alpha Tau Omega.

7-0201 Chapter Minimum Guidelines of Operation
 "The President, when finding that probable cause exists to believe that a member or pledge is or has been involved with conduct prejudicial to the interests of the Fraternity, with notice to the Board of Trustees, may suspend any member or pledge. This suspension shall last no longer than twenty calendar days. During this time period, the Vice-President shall conduct an investigation and shall present his findings to a Judicial Board of the Chapter. The Judicial Board shall proceed as provided in the rules of the National Chancellor."

7-0301 Appeals of fines assessed by the Judicial Committee may be made at the next regularly scheduled Judicial Committee meeting.

7-0401 Further appeals of fines levied by the Judicial Committee may be made directly to the chapter at the earliest possible chapter meeting. The chapter may modify or disapprove the penalty by a two-thirds vote of those present and voting. Modifications may not exceed a fine of \$100.

7-0501 Appeals for all other disciplinary actions of the Judicial Committee shall be by trial. The provisions of Appeals shall be governed by Section 11 of the *Policies and Procedures*.

7-0601 A member who is expelled may not live in the chapter house nor enjoy any of the rights and privileges of a member of the Fraternity. This includes but is not limited to; dinner, parties, presence on Beta Delta property, intramural activities, Homecoming activities, Greek Week activities, Participation in any Alpha Tau Omega event, etc.

7-0701 Fines should not be considered as the price a member may pay for avoiding a responsibility or for voluntarily committing an unbrotherly act against the chapter. Fines are levied only to reimburse the chapter for damages inflicted or for harm done, or as the penalty for carelessness or forgetfulness.

Article VII – Miscellaneous

8-0101 Graduate students wishing to participate in social events, meals, or other aspects of the house must pay the associated fees and any additional fees required by the house corporation.

8-0201 While Chapter Membership exceeds forty Members, officer discounts shall be as follows:

President	90% Room Rent
Treasurer	90% Room Rent
Vice President	67% Room Rent
Chaplain	50% Room Rent
Secretary	33% Room Rent
House Manager	50% Room Rent
Social Chair	Social Fee
Rush Chair	Summer Assessment
Pledge Trainer	Room Rent- Fall only

8-0202 All officer discounts shall be in the form of credits on House Bills.

8-0301 Every Spring there shall be a goal setting meeting.

8-0401 The Beta Delta substance free policy may not be overturned.

8-0501 The Beta Delta substance free policy shall be taught to all New Members as part of the New Membership education, and all members shall be re-educated on this policy during the Chapter Goals retreat.

Article IX – Fine List

9-0101 Below are listed major violations that endanger the existence of Beta Delta and constitute “conduct unbecoming.”
a. Non malicious destruction of property – DAMAGES
b. Removal or Malicious destruction of property - \$50.00 + DAMAGES
c. Conduct unbecoming - \$50.00

9-0102 Other fines
a. Failure to attend chapter meeting (unexcused) - \$25.00
b. Unexcused absence at a major chapter function - \$100.00
c. Failure to dress properly at an Alpha Tau Omega function - \$25.00
d. Parking violation on chapter property:
1) First offense: \$25.00
2) Second offense: \$50.00
3) Third offense: Subject to Judicial Board hearing plus additional fine

9-0201 Guests and Date’s actions are their escort’s responsibility.

9-0301 Any Executive officer may levy the designated fine.

9-0401 An excuse must be approved by the Secretary before the event.

- 9-0501 These fines shall be guidelines for the chapter to follow. However, the Judicial Committee may add to these fines whenever they see fit.
- 9-0601 If an active member has an outstanding late fine, he will be placed on social probation until said is paid in full.
- 9-0701 No member may be released from a fine until after an appeal has been made to the Judicial Committee.

Article X- Social Service

- 10-0101 Each member must complete 10 hours per semester worth of community service projects and/or volunteer activities. Each activity participated in by each brother must be documented under SLPro or whatever the current online university community service log is for that semester. The Executive Committee will review each brother's activities at the end of each semester to ensure that the projects are authentic service activities. These service hours are to be completed and documentation turned into the Executive Committee prior to the completion of the corresponding semester, which will be defined as 5 PM on the last day of University exams for the given semester.
- 10-0102 If any member should choose to either not participate in any service activities OR not complete the required 10 hours per semester, punishment will be determined by the Executive Committee.
- 10-0103 Any brother who fails to pay the amount required of him prior to the completion of the corresponding semester will be placed on social probation until the amount is paid in full to the chapter.
- 10-0104 Any second semester senior brothers will be exempt from the conditions stated in BYLAWS 12-0101 through BYLAWS 12-0103, but are still encouraged to participate in any chapter, University, and/or community sponsored activities.
- 10-0105 The funds generated from the service requirement will be donated to the chapter's current philanthropic organization.