

1 **STATUTORY CODE**

2 **OF THE**

3 **SIGMA PHI DELTA FRATERNITY**

4 **PREFACE**

5 The Statutory Code contains the rules and regulations necessary to carry out the
6 provisions of the Sigma Phi Delta Fraternity Constitution and to provide for the proper
7 operation of the Fraternity. The Statutory Code, written by Brother Gilbert H. Dunstan,
8 with changes by Brothers William A. Rundquist and W.C. Hellings, was written in
9 conformance with the suggestions of the Second General Convention, held in 1929, in
10 Austin, Texas, Gamma Chapter as Host. It was approved by the Supreme Council on
11 August 30, 1930, and went into effect at that time.

12

13 **TITLE I -- GENERAL**

14 **ARTICLE 1 -- SYMBOLS AND INSIGNIA**

15 *Section 1. Symbols.*

- 16
- 17 (a) The Symbol of the Fraternity is the Castle.
- 18
- 19 (b) The Name of the Fraternity shall be represented by the capital form of the
20 Greek letters Sigma (Σ), Phi (Φ) and Delta (Δ).
- 21
- 22 (c) The Colors of the Fraternity are Red and Black.
- 23
- 24 (d) The Flower of the Fraternity is the American Beauty Rose.
- 25

26 *Section 2. Insignia.* The Insignia of the Fraternity shall be according to specifications on
27 file with the Executive Secretary, said specifications to be approved by the Supreme
28 Council.

29

30 **ARTICLE 2 -- ORGANIZATION**

31 *Section 1. Governmental Bodies.* The government of the Fraternity is vested in the
32 following bodies:

- 33
- 34 (a) General Convention - Legislative & Judicial Powers
- 35
- 36 (b) Supreme Council
- 37

- 38 (c) Grand President - Executive Powers
- 39
- 40 (d) Province Councilors
- 41
- 42 (e) Chapter Councilors
- 43
- 44 (f) Board of Trustees
- 45
- 46 (g) Active Chapters - Subordinate Executive & Judicial Powers
- 47
- 48 (h) Alumni Associations - Legislative Powers
- 49
- 50 (i) Alumni Chapters
- 51

52 **TITLE II -- GENERAL CONVENTION**

53 **ARTICLE 3 -- SESSIONS**

54 *Section 1. Regular.* The General Convention shall meet biennially at a time and place set
55 at the preceding session, except that sessions shall be held between June 1st and October
56 31st of odd-numbered years. The General Convention may make any necessary changes
57 in the time or place of the meeting.

58
59 *Section 2. Special.* Upon call of the Grand President, approved by 3/4th of the members
60 of the General Convention, special sessions may be held and shall have full power to act
61 on all matters.

62
63 *Section 3. Continuous.* The Convention may act on all matters by correspondence when
64 not in regular or special session. In this case, business shall be transacted by email, and
65 failure to return the official ballot within 30 days from being sent will cause said ballot to
66 be counted as an affirmative (YES) vote.

67
68 *Section 4. Quorum.* For regular and special sessions of the General Convention, a
69 quorum shall consist of 2/3rd of the members representing the Active Chapters and 2
70 members of the Supreme Council.

71
72 *Section 5. Voting.* Each member of the General Convention shall be entitled to 1 vote.
73 No proxies shall be allowed at regular or special sessions.

74
75 *Section 6. Fines for Absences.* A member of the Convention, entitled to share the
76 Convention budget, absent from roll call, shall be fined 10 dollars, unless a reasonable
77 excuse in writing is accepted by the presiding officer. The fine shall be deducted from his
78 share of the Convention budget.

79 *Section 7. Floor Privilege.* No member of the Fraternity, other than Members of the
80 General Convention, is entitled to the Floor of the Convention, except by a 3/4th vote of
81 the Convention.

82
83 *Section 8. Submission of Business.* All resolutions and other business for consideration
84 of the General Convention shall be submitted in writing to the Secretary of the General
85 Convention.

86
87
88
89
90
91

Section 9. Right of Judgment. Every member shall have the right to exercise his own judgment on any matter before the Convention and vote accordingly, notwithstanding any instructions he may have received, nor shall he be held to answer for any deviation from such instructions.

92 **ARTICLE 4 -- OFFICERS**

93 *Section 1. Officers.* The officers of the General Convention shall consist of a Chairman, a
94 Vice-Chairman, a Secretary, a Guide, a Chaplain and a Historian.

95
96 *Section 2. Chairman.* The Chairman shall be the Grand President unless he is not in
97 attendance, when the Grand Vice-President shall act as Chairman. In case both officers
98 are absent, the Convention shall elect a Chairman immediately after convening.

99
100 *Section 3. Vice-Chairman.* The Grand Vice-president shall normally act as Vice-
101 Chairman, but in case he is acting as Chairman or is absent, the Convention shall elect a
102 Vice-Chairman immediately after convening.

103
104 *Section 4. Secretary.* Between regular or special sessions of the General Convention, the
105 Grand President shall act as Secretary. During the sessions, the Executive Secretary shall
106 normally act as Secretary, but in case he is not in attendance at a Convention, the
107 Secretary shall be a member of the Fraternity elected to this position immediately after
108 the session convenes. Following the session, the Executive Secretary shall post the
109 minutes to the website within 30 days.

110
111 *Section 5. Chaplain.* The Chaplain shall be elected immediately after the session
112 convenes, and shall attend to the duties prescribed in the Ritual.

113
114 *Section 6. Guide.* The Guide shall be elected immediately after the session convenes,
115 and shall attend to the duties prescribed in the Ritual.

116
117 *Section 7. Historian.* The Communications Director shall be the Historian at the
118 Conventions. A Historian shall be elected if the Communications Director is not present.
119 The Historian shall post photos of the Conventions to the website within 30 days
120 following the convention.

121
122 *Section 8. Qualifications.* Only members in good standing may be officers of the
123 General Convention, except that only an alumnus may be elected to the Supreme Council
124 and Board of Trustees or appointed as Executive Secretary.

125
126 *Section 9. Nominating Committee.* The Committee shall consist of the Province
127 Councilors who will obtain nominations from the Chapters of their respective Provinces
128 for the offices of Grand President, Grand Vice-president, Communications Director and
129 a member of the Board of Trustees, with the nominee's written acceptance to accompany
130 the nomination. The nominees shall be posted on the website by April 1 of the
131 Convention year.

132

133 **ARTICLE 5 -- CONVENTION BUDGET**

134 *Section 1. Sources.* The Convention budget shall receive such monies as are hereinafter
135 provided.
136

137 *Section 2. Distribution.* The Convention budget shall be used to defray the expenses of
138 the members of the Convention in attendance, as named in Article III, Section 2, of the
139 Constitution. The Supreme Council shall approve and notify the delegates 30 days in
140 advance of the General Convention the extent of reimbursement of the delegates in
141 accordance with funds available, with the exception that the expenses of those members
142 classified under Article III, Section 2 (d) of the Constitution shall not be authorized in
143 excess of those allotted for transportation.
144

145 **TITLE III -- SUPREME COUNCIL**

146 **ARTICLE 6 -- DUTIES**

147 *Section 1. Duties.* The Supreme Council shall:

- 148 (a) Attend to all legislative and judicial matters not requiring the action of the
149 General Convention;
- 150 (b) Set goals;
- 151 (c) Establish plans of action;
- 152 (d) Approve the appointments of all officers and committees unless otherwise
153 provided for.

154 *Section 2. Operation.* The Supreme Council may meet in regular session or may conduct
155 its business by email. The Grand President shall act as Secretary. Failure to respond to
156 an email ballot to the Grand President within 14 days from date of the email will cause
157 said ballot to be counted as an affirmative (YES) vote.
158

164 **TITLE IV -- JUDICIAL**

165 **ARTICLE 7 -- OFFENSES AND JURISDICTION**

166 *Section 1. Original Jurisdiction.* Every member of the Fraternity is under the original
167 jurisdiction of the Active Chapter of which he is or was last a member, and of the General
168 Convention. Charges must be filed against a member with a body having original
169 jurisdiction, except that a change of venue may be ordered as hereinafter provided.
170

171 *Section 2. Change of Venue.* The General Convention may order a change of venue and
172 order that the trial of a member against whom charges have been filed with his Active
173 Chapter shall be held by the General Convention, or by a Special Commission appointed
174 for that purpose. In case of trial by Special Commission, the General Convention shall
175 review the case and pass judgment
176

177 A change of venue shall be granted if:
178

- 179 (a) The convenience of the parties will be better served, or
180
181 (b) It is shown to the satisfaction of the General Convention that an impartial
182 trial will not, or cannot, be conducted by the accused's Active Chapter.
183

184 **ARTICLE 8 -- PROCEDURE**

185 *Section 1. Preferment of Charges.* Any member of the Fraternity, or any organized unit
186 thereof, having reasonable cause to believe that an offense cognizable by the Fraternity
187 has been committed by a member, may prefer charges against him. Such charges shall be
188 in writing, signed by the complainant, and shall specify the alleged offense and shall be
189 submitted to the Active Chapter of the accused.
190

191 *Section 2. Preliminary Investigation.* The Chapter shall make a preliminary
192 investigation of the charges submitted, and if the charges appear to be well-founded, the
193 Chapter shall issue an accusation.
194

195 *Section 3. Accusation.* The accusation shall be issued on forms prepared for this
196 purpose and shall be issued in the name of the Chapter or of the Fraternity, as the case
197 may be. It shall specify the alleged offense and state the essential facts concerning the
198 same, and shall be in the following form:

199 Sigma Phi Delta Fraternity

200

201 Vs

202

203 (Name of accused) (address of accused) (date)

204

205 The Sigma Phi Delta Fraternity (or the Chapter concerned) accuses (name of accused) of
206 the offense of (specify the alleged offense under Article IV, Section 3, of the Constitution)
207 committed as follows: (here set forth the facts.)
208

208

209 Signed

210

211 (Chapter President or Grand President)

212

213 When the Chapter issues an accusation, a copy of the accusation shall be transmitted to
214 the General Convention as well as to the accused.
215

215

216 *Section 4. Summons.* Upon issuing an accusation for trial before the Chapter, a Chapter
217 shall serve it upon the accused, together with a written summons to appear for trial at a
218 specified time and place, and if a change of venue has been granted, the General
219 Convention shall also issue the summons.
220

220

221 *Section 5. Service.* The accusation and summons may be served personally upon the
222 accused, or may be sent by mail in a Registered Letter addressed to him at his last known
223 residence or place of business. Proof of mailing is sufficient proof of service.
224

225 *Section 6. Trial by Chapter.* The trial by a Chapter shall be conducted at the specified
226 time and place, with the Chapter President presiding. The First Vice-president shall
227 conduct the prosecution. The Secretary shall keep a record of the case and of the
228 evidence submitted. The accusation shall be read and the accused required to answer. A
229 plea of guilty, either orally at the trial or in writing otherwise, is conclusive. A plea of not
230 guilty requires the Vice-president to establish the Chapter's case. The accused shall be
231 given full opportunity to be heard. The Vice-president may, at the discretion of the
232 presiding judge, and the accused may of right, either in person or by attorney, address
233 the Chapter on the issues raised in the trial. Thereafter the Chapter, by a 3/4th vote, shall
234 determine the innocence or guilt of the accused.
235

236 *Section 7. Trial by General Convention.* The trial by the General Convention shall be
237 conducted at the specified time and place, and the Grand President shall preside. In trial
238 by Commission, the Chairman of the Commission shall preside. The presiding officer
239 shall appoint a clerk to keep a record of the case. In case the Grand President is not
240 present, he may appoint a deputy, to be approved by the trial body. The accused shall
241 have the privilege of counsel, who must be a member in good standing.
242

243 *Section 8. Failure to Appear for Trial.* If, after being duly summoned, the accused fails
244 to appear for trial, he shall not be deemed guilty, but the trial shall either be postponed
245 or else the trial shall proceed notwithstanding his absence. In the latter case, the
246 presiding judge shall direct that a plea of not guilty be entered and shall appoint a
247 member to represent the accused, which appointee shall have the same rights the
248 accused would under Sections 33 and 34.
249

250 *Section 9. Postponement.* Upon due cause shown, the trial body may postpone a trial to
251 such time as it sees fit, but not to exceed 6 months.
252

253 *Section 10. Trial by Commission.* In case a Special Commission is appointed, which
254 shall consist of 3 members of the Fraternity in good standing, to conduct the hearing and
255 to have the evidence submitted to it, the Commission shall keep a complete record of all
256 evidence submitted, and shall transmit the same, together with its opinion, to the
257 General Convention, upon receipt of which the General Convention shall act with the
258 same effect as if the trial had been conducted by it.
259

260 **ARTICLE 9 -- PENALTIES**

261 *Section 1. Penalties.* If the accused pleads guilty or is found to be guilty, the Chapter or
262 the General Convention shall immediately impose on him one or more of the following
263 penalties:
264

265 (a) Expulsion;

266 (b) Suspension;

268 (c) Fine;
269

270
271 (d) Reprimand.

272 A 3/4th vote of the trial Chapter is necessary to impose a penalty of suspension or
273 expulsion, or a unanimous vote of the General Convention, where the trial is before the
274 General Convention. A lawful quorum of a trial tribunal (Chapter or Commission) shall
275 be a majority of the members of the tribunal. A fine or reprimand may be passed by a
276 majority vote of the members of the trial Chapter present or by concurrence of 2/3rd of
277 the members of the General Convention, in case of trial before the General Convention.
278 During the pendency of an appeal, the member shall be temporarily suspended from the
279 rights, privileges and immunities of the Fraternity.

280 **ARTICLE 10 -- APPEALS**

281 *Section 1. Appeals.* If a penalty is imposed by the Chapter, an appeal may be taken to
282 the General Convention. The appellant, within 1 month after conviction, shall give notice
283 of such appeal to the trial Chapter and to the General Convention, and within 2 months
284 after conviction shall transmit to the General Convention a complete record of his
285 defense and any newly discovered evidence relevant to the issue. A decision on such
286 appeal shall be rendered with or without a hearing within 6 months after conviction.
287

288 *Section 2. Transmission of Records on Appeal.* If an appeal is duly taken, the Chapter
289 from whose action the appeal is being taken shall, as soon as practicable after receiving
290 notice of the appeal and before the appeal is to be heard, transmit to the General
291 Convention a complete record of the case.
292

293 *Section 3. Judgment on Appeal.* The judgment on appeal shall be to:

- 294 (a) Affirm the conviction;
295
296 (b) Affirm the conviction but reduce the penalty;
297
298 (c) Reverse the conviction and acquit the appellant.
299
300

301 *Section 4. Effect of Reversal.* A judgment to reverse the conviction and to acquit the
302 appellant restores the member to his original rights, but if the penalty is expulsion, does
303 not render him liable for any obligation which would have accrued during the period
304 intermediate to his conviction and reversal thereof, nor does it render the Chapter liable
305 to the Fraternity for any obligation which would have accrued by reason of his
306 membership during this period.
307

308 *Section 5. Failure to Appear on Appeal.* If the appellant fails to appear, either in person
309 or by attorney, or fails to file the record of his defense with the General Convention, his
310 appeal shall be dismissed and no subsequent appeal shall be entertained.
311

312 **ARTICLE 11 -- VOID INITIATIONS AND SUMMARY EXPULSIONS**

313 *Section 1. Void Initiations.* If any person ineligible to membership, as provided for in
314 the Constitution, has been initiated, the Chapter initiating him shall, upon conclusive
315 proof of such ineligibility, declare the initiation to be void. Such declaration shall not
316 relieve the person in question from any oath taken at the time of initiation nor from any

317 accrued financial obligation except unpaid dues and fees, and shall, in no case, entitle
318 him to reimbursement for payments he may have made on the Chapter account.
319

320 *Section 2. Summary Expulsion.* Any member of Sigma Phi Delta who shall join any
321 competing engineering fraternity or any general social fraternity, shall be expelled from
322 Sigma Phi Delta, unless he was initiated at a time when his Chapter was exempt from
323 this provision, as provided for in the Constitution. Any member delinquent financially
324 for 1 year shall be automatically expelled from the Fraternity unless he presents in
325 writing a satisfactory reason for his inability to pay; the acceptability of this reason being
326 in the hands of the Supreme Council.
327

328 *Section 3. Scholastic Probation.* Any Chapter which is placed on probation for low
329 scholarship in the Institution where it is situated shall be placed on probation by the
330 Fraternity. During the probation period, the Chapter shall have no vote in the General
331 Convention or in a Province Convention. The individual member of the Active Chapter
332 who is below a passing average shall lose his vote until his standing has been raised to
333 passing.
334

335 *Section 4. Probation.* Any Chapter which is placed on probation for infraction of the
336 Laws of the Fraternity with respect to formal pledging of a candidate shall remain on
337 probation until the infraction is corrected or adjusted to the satisfaction of the Supreme
338 Council. During the period of probation, the Chapter shall not be permitted to initiate
339 any candidate into membership in the Fraternity.
340

341 **ARTICLE 12 -- REINSTATEMENT**

342 *Section 1. Reinstatement.* Any member who has been suspended or expelled may be
343 reinstated by a 4/5th vote of the Chapter or by unanimous vote of the General
344 Convention, but any reinstatement by the Chapter must be approved by 2 members of
345 the Supreme Council.
346

347 **ARTICLE 13 -- REPORTS AND RECORDS**

348
349 *Section 1. Reports of Expulsions, Suspensions and Reinstatements.* When a member is
350 expelled or suspended, their membership status shall be updated on the website. When
351 trial is by a Chapter, a complete record of the case, including a copy of the accusation,
352 shall be filed with the General Convention. Reinstatement shall be reported similarly.
353

354 **TITLE V -- EXECUTIVE**

355 **ARTICLE 14 -- GRAND PRESIDENT**

356
357 *Section 1. Duties.* The Grand President is the executive head of the Fraternity and is
358 charged with the coordination of the work of the Fraternity. He shall appoint the
359 Executive Secretary, Treasurer and members of any regular or special committees that
360 may be required, subject in each case to the approval of the Supreme Council. He shall
361 handle all correspondence with any organization or any individual who is not a member
362 of Sigma Phi Delta, except as hereinafter provided. He shall receive monthly email
363 reports from each member of the Supreme Council. He, in cooperation with the Grand

364 Vice-president, shall be responsible for Chapter efficiency. He shall appoint the
365 Fundraising Manager with the approval of the Supreme Council. He shall appoint the
366 Information Systems Manager and Circulation Manager with the approval of the
367 Supreme Council.
368

369 *Section 2.* The Grand President shall be required to post a bond, the amount of which
370 shall be fixed by the Supreme Council. Any costs connected with this bond shall be paid
371 by the Fraternity.
372

373 **ARTICLE 15 -- GRAND VICE-PRESIDENT**

374

375 *Section 1. Duties.* The Grand Vice-president shall be charged with coordinating the
376 activities of the Expansion Committee. He shall make available to the Province
377 Councilors such monies appropriated for expansion in each Province by the General
378 Convention. He shall be held accountable for such monies. He shall be responsible for
379 printing and distributing expansion material. He shall submit at least 1 article per issue
380 to the CASTLE pertaining to expansion. He shall have charge of the Efficiency Contest
381 and shall receive all reports pertinent to the Contest.
382

383 **ARTICLE 16 -- EXECUTIVE SECRETARY**

384

385 *Section 1. Appointment & Duties.* The Executive Secretary shall be appointed by the
386 Grand President with the approval of the Supreme Council. The Executive Secretary may
387 be removed from office by the Grand President with the approval of the Supreme
388 Council. The Executive Secretary shall keep and maintain all the necessary and
389 permanent records, files and historical data of the Fraternity. He shall add new member
390 records to the website.

391 He shall render a monthly report of his activities to the Grand President, He shall file
392 such electronic reports with the General Convention as may be required. He shall make
393 such visitations, Conventions and meetings as the Grand President may direct.

394 **ARTICLE 17 -- FUNDRAISING MANAGER**

395

396 *Section 1. Appointment & Duties.* The Fundraising Manager shall be appointed by the
397 Grand President with the approval of the Supreme Council. The Fundraising Manager
398 shall administer all alumni solicitation drives. He shall collect and record all funds
399 received there from and forward same to the Treasurer. He shall attend meetings as
400 directed by the Grand President.
401

402 **ARTICLE 18 -- EXECUTIVE SECRETARY**

403

404 *Section 1. Bond.* The Staff of the Executive Secretary shall be required to post a bond,
405 the amount of which shall be fixed by the Supreme Council. Any costs connected with
406 this bond shall be paid by the Fraternity.
407

408 **ARTICLE 19 -- COMMUNICATIONS DIRECTOR**

409

410 *Section 1. Duties.* It shall be the duty of the Communications Director to publish the
411 CASTLE in accordance with the Law. It shall further be the duty of the Communications
412 Director to handle Public Relations of the Fraternity. He shall be responsible for the

413 cohesive layout and graphical design of all Fraternity publications and electronic media,
414 except as hereinafter provided. He shall furthermore be responsible for maintaining the
415 budget for his office and keeping current all trademarks and copyrights of the Fraternity.
416

417 **ARTICLE 20 -- INFORMATION SYSTEMS MANAGER**

418
419 *Section 1. Duties.* The Information Systems Manager shall be responsible for
420 maintaining and developing the Fraternity's World Wide Web site, online membership
421 database system and electronic mailing lists.
422

423 **ARTICLE 21 -- CIRCULATION MANAGER**

424
425 *Section 1. Duties.* The Circulation Manager shall be responsible for maintaining the
426 Fraternity's U.S. bulk mail permit and making corrections to the Fraternity's online
427 membership mailing list database, as well as the distribution of publications such as the
428 CASTLE, the STAR, and Chapter newsletters.
429

430 **ARTICLE 22 -- PROVINCE COUNCILORS**

431
432 *Section 1. Responsibility for Expansion.* The Province Councilors, under the direction of
433 the Grand Vice-president, and with their appointed Committees, shall be responsible for
434 the expansion program.
435

436 **ARTICLE 23 -- TREASURER**

437
438 *Section 1. Appointment.* The Treasurer shall be appointed by the Grand President with
439 the approval of the Supreme Council. The Treasurer may be removed from office by the
440 Grand President with the approval of the Supreme Council.
441

442 *Section 2. Duties.* The Treasurer shall have charge of all Fraternity funds not otherwise
443 provided for, and shall disburse the same as hereinafter provided. He shall keep
444 inventory of Fraternity jewelry and re-order the same at the request of the Executive
445 Secretary. He shall render a quarterly financial statement to General Convention and
446 other units of the Fraternity as may be required.
447

448 *Section 3. Bond.* The Treasurer shall be required to post a bond, the amount of which
449 shall be fixed by the Supreme Council. Any costs connected with this bond shall be paid
450 by the Fraternity.
451

452 **TITLE VI -- BOARD OF TRUSTEES**

453 **ARTICLE 24 -- ORGANIZATION**

454
455 *Section 1. Organization.* The Board of Trustees shall be composed of 4 members, as
456 specified in the Constitution.
457

458 *Section 2. Meetings.* Meetings may be called at any time by the Chairman and shall be
459 called upon request of 2 members. In either case, at least 2 days notice shall be given all
460 members. At least 1 regular meeting must be held each year.

461
462 *Section 3. Duties of Officers.* The Chairman shall call and preside at all meetings of the
463 Board and shall sign all checks and official papers; the Vice-Chairman shall perform the
464 duties of the Chairman during his absence or disability; the Secretary-Treasurer shall
465 keep the Minutes of the meetings, perform all duties usually appertaining to the Office of
466 Secretary, and sign all checks and other official papers.
467

468 **ARTICLE 25 -- DUTIES AND REGULATIONS**

469

470 *Section 1. Duties.* The Board of Trustees shall:

- 471
- 472 (a) Receive, hold, invest and conserve the General Endowment Fund of the
473 Fraternity.
 - 474
 - 475 (b) Submit to the Grand President and the Executive Secretary such reports
476 as the former shall require, but not less than 1 complete report each year.
477
 - 478 (c) Submit a full report to each regular session of the General Convention
479 covering the state and condition of all Funds administered by the Board.
480 The books, records and other papers of the Board shall be at all times
481 subject to inspection by any member of the Supreme Council.
482
 - 483 (d) Pay to the Treasurer, quarterly, the income from the General Endowment
484 Fund unless the Supreme Council shall direct that the interest is to be
485 added to the principal.
486

487 *Section 2. Regulations as to the General Endowment Fund.* The following regulations
488 shall be faithfully observed by the Board and by each member thereof, with respect to the
489 General Endowment Fund:
490

- 491 (a) The Board shall proceed upon the understanding that the primary
492 purpose of this Fund is for the administration of the general business of
493 the Fraternity.
494
- 495 (b) This Fund shall be loaned only on security.
496
- 497 (c) Loans to Alumni Chapters affiliated with Active Chapters may be made
498 upon first mortgages on real property; provided that the sum of the loan
499 and any prior encumbrances thereon shall not exceed 75% percent of the
500 cost or appraised value of the said real property and, where the appraised
501 value exceeds the cost, then not to exceed 75% of the cost of the said real
502 property.
503
- 504 (d) Investments other than loans to Alumni Chapters affiliated with the
505 Active Chapters may be made only in Certificates of Deposit; first
506 mortgages on improved real estate where the amount of the loan does not
507 exceed sixty percent of the value of the real estate; savings bank deposits;
508 United States, Canadian, State, Provincial or Municipal bonds; and other
509 securities in which the Laws of the State of California permit savings
510 banks in that State to invest.
511

- 512 (e) Loans to Alumni Chapter affiliated with the Active Chapters shall be made
513 at an interest rate of not higher than 2% below the U. S. Federal Discount
514 rate, but in no instance less than 5%.
515
- 516 (f) No loan shall be made to any member of the Board nor to any person
517 related to a member within 3 degrees of consanguinity; nor shall any
518 money be loaned to or invested in any corporation or business in which a
519 member of the Board is interested. Membership in the Fraternity or an
520 Active Chapter, and Alumni Chapters affiliated therewith, or any other
521 organization under the jurisdiction of the Fraternity, shall not constitute
522 such disqualifying interest.
523
- 524 (g) Any loan or investment of this Fund may be disapproved by the General
525 Convention and, in such case, the Board shall make such disposition of
526 said loan or investment as shall be in accordance with the action of the
527 General Convention.
528
- 529 (h) A Reserve Fund of 10% of the Assets held by the Board shall be kept at all
530 times in a savings bank, to ensure the proper administration and
531 guardianship of the Fraternity's loans, investments and real property, and
532 to be used for such purpose when and only when the necessity therefore
533 shall be determined by the unanimous vote of the Board of Trustees.
534
- 535 (i) Except as herein before provided, the principal of this Fund shall not be
536 invested or expended, unless by a 4/5th vote of the General Convention,
537 and then only when 3/4th of the Active Chapters shall have voted on the
538 question.
539

540 **ARTICLE 26 -- BONDS, EXPENSES AND COMPENSATION**

541

542 *Section 1. Bonds.* Each member of the Board shall be required to give a surety bond for
543 the faithful performance of the duties of his office. Bonds shall be of such amounts as
544 may be directed by the Supreme Council, and the premiums therefore shall be paid from
545 the Treasury of the Fraternity.
546

547 *Section 2. Expenses and Compensations.* Each member of the Board of Trustees shall
548 be paid all expenses necessarily incurred in the performance of his duties. Such
549 payments shall be made from the Treasury of the Fraternity. Members of the Board of
550 Trustees shall serve without compensation.
551

552 **TITLE VII -- ENDOWMENT FUNDS**

553 **ARTICLE 27 -- NATURE AND PURPOSES**

554

555 *Section 1. Sources.* There shall be a General Endowment Fund to be made up of and
556 collected from the following sources:
557

- 558 (a) A portion of the Initiation Fee as hereinafter provided.
559
560 (b) A portion of the annual National Dues as hereinafter provided.

- 561
562 (c) Such other sums as may be contributed to the Fraternity for this purpose
563 or such surplus funds as may be appropriated to this Fund by the
564 Supreme Council or the General Convention.
565

566 *Section 2. Purposes.* The purposes of this Fund are to promote the building of a
567 National Headquarters building, to include a National Library, Museum, and to house
568 the National Administrative Offices of the Fraternity. This Fund is also to promote the
569 building of houses for the Active Chapters of the Fraternity and is to provide an income
570 toward meeting the expenditures incurred in connection with carrying out the intent,
571 purpose and object of the Fraternity.
572

573 **ARTICLE 28 -- COLLECTION, ADMINISTRATION AND INCOME**

574

575 *Section 1. Collection.* The Treasurer shall collect all sums for the General Endowment
576 Fund, keeping a separate account thereof and, at least quarterly, pay all such sums to the
577 Board of Trustees.
578

579 *Section 2. Administration.* The General Endowment Fund shall be administered by the
580 Board of Trustees in trust for the purposes herein before specified, and shall constitute a
581 separate fund from any other fund administered by said Board.
582

583 *Section 3. Income.* The income from the General Endowment Fund shall be available,
584 under the direction of the General Convention, for the purposes specified in Article 27,
585 and the Board of Trustees shall pay the same at least quarterly to the Treasurer.
586

587 **TITLE VIII -- FINANCES**

588 **ARTICLE 29 -- CHARTER FEES**

589

590 *Section 1. Active Chapters.* The charter fee for the establishment of an Active Chapter
591 shall be in addition to the regular initiation fee for undergraduate members, payable in
592 advance of the installation. The fees shall be reviewed at each regular session of the
593 General Convention with the fee amount posted on the website. The installed Chapter
594 shall receive the necessary record books, the accounting system and such initiation
595 equipment as the Supreme Council shall determine, without further cost.
596

597 *Section 2. Alumni Chapters.* The charter fee for the establishment of an Alumni Chapter
598 shall be reviewed at each regular session of the General Convention with the fee amount
599 posted on the website. The fee is payable in advance of the charter date.
600

601 **ARTICLE 30 -- EXPANSION FUNDS**

602

603 *Section 1. Provision for Expansion Funds.* The General Convention shall provide such
604 moneys as it deems advisable for expansion work, except that funds are not to be paid by
605 the Treasurer until a complete expansion survey report has been approved by the Grand
606 Vice-President.
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608 **ARTICLE 31 -- INITIATION FEES**

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Section 1. Undergraduate. The initiation fee for Undergraduate members shall be in addition to the cost of an official Undergraduate badge with the fee amount posted on the website. The initiation fee shall be reviewed at each regular session of the General Convention.

Section 2. Alumni. The initiation fee for Alumni members shall be in addition to the cost of an official Alumni badge with the fee amount posted on the website. The initiation fee shall be reviewed at each regular session of the General Convention.

Section 3. Faculty. There shall be no initiation fee for Faculty members, but the Active Chapter shall provide each Faculty member with a badge at the time of initiation.

Section 4. Honorary. There shall be no initiation fee for Honorary members, but the Fraternity shall provide each Honorary member with a badge at the time of initiation into the Fraternity.

Section 5. Payment of Initiation Fees. The Initiation Fee, including the fee for membership badge, shall be paid to the Treasurer prior to the time set for the initiation via the website by Credit Card/Debit Card.

ARTICLE 32 -- ANNUAL DUES AND FEES

Section 1. Active Chapters. Each Active Chapter shall pay dues to the Treasurer. These dues shall be paid on October 1 and March 1 for each person then on the Active Chapter roll. Dues are payable in advance for the full period. Newly initiated members shall be excused from dues payment during the period in which their initiation occurs. There shall be no prorating of dues during the period. The amount of National dues shall be reviewed at each regular session of the General Convention with the fee amount posted on the website.

Section 2. Alumni Chapters. Members of Alumni Chapters shall not be charged annual dues by the National Office, but the Chapter shall pay an annual fee as determined at each regular session of the General Convention with the fee amount posted on the website. Fees for the year in which the Charter is granted shall be prorated on the basis of the full months remaining.

ARTICLE 33 -- APPORTIONMENT OF FUNDS

Section 1. Initiation Fee. The initiation fee, less badge cost, shall be apportioned as follows:

- (a) 5% shall be placed in the General Endowment Fund.
- (b) 95% shall be placed in the General Fund.

Section 2. Annual Dues. The annual dues collected from Active Chapters shall be apportioned as follows:

- (a) 5% shall be placed in the General Endowment Fund.

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(b) 95% shall be placed in the General Fund.

Section 3. Other Income. Unless otherwise specified, all money received by the Fraternity shall be placed in the General Fund.

Section 4. Grants, Bequests and Gifts. Grants, bequests and gifts may be accepted, with the approval of the Supreme Council, for use in furthering the objects of the Fraternity. Conditions, restrictions or guidance in the administration of such Funds must be approved by the Supreme Council prior to acceptance of the funds. The Board of Trustees shall be responsible for the administration of such grants; however, subject to the desires of the donor, the Supreme Council also may administer grants or bequests.

TITLE IX -- PLEDGESHIP AND MEMBERSHIP

ARTICLE 34 -- FORMAL PLEDGING

Section 1. Qualifications. A student, to be eligible for selection for pledging, shall not be a member of any similar engineering or general social fraternity; he must be in good standing with his school; and he must be sponsored and the sponsor shall obtain the necessary information for the records. Candidates for pledging must have at least 1 full academic year remaining after formal initiation.

Section 2. Election. Election of pledges shall be by secret ballot. A candidate is disqualified with 2 negative votes. The election shall be made at regular or special meetings.

Section 3. Subsequent Proposals. The name of any person who has failed to be elected may be presented at any subsequent meeting.

Section 4. Notification of Intent to Pledge. This is an automated web-based process.

Section 5. Probationary Status. Should the officers of any Chapter violate the Laws of the Fraternity with respect to formal pledging of a candidate, said Chapter shall immediately and automatically be placed on probation. Such Chapter shall remain on probation and be denied the right of pledging or of formal initiation until removed from such probation by the approval of the Supreme Council.

Section 6. Formal Pledging. Formal pledging shall be by the Ritual.

ARTICLE 35 -- PLEDGESHIP

Section 1. Notification of Pledges. The Chapter Secretary shall notify the Chapter Councilor, the Province Councilor and the Executive Secretary of all candidates pledged, sending such notifications with his monthly report the first of the following month.

Section 2. Length of Pledgeship. No person shall remain continuously a Pledge for more than 2 semesters or 3 quarters. At the end of such period, the Pledge shall be automatically rescinded. A man must be a Pledge for at least 3/4th of a semester or 1 quarter prior to initiation. Upon approval of the Supreme Council, the minimum length

708 of pledgship may be reduced to not less than 6 academic weeks. The term of pledgship
709 shall be from the time of formal pledging to the time of initiation.
710

711 *Section 3. Rescinding Pledges.* The election of a pledge shall be declared null and void
712 and the Pledge rescinded upon the objection to his initiation by 3 members of the Active
713 Chapter. When a pledge drops voluntarily or is rescinded, the Chapter Secretary shall
714 immediately notify the Chapter Councilor, the Province Councilor and the Executive
715 Secretary.
716

717 *Section 4. Pledge Training.* Each Active Chapter shall be required to maintain a Pledge
718 Program. The Fraternity shall specify the organization and curriculum thereof which will
719 be posted on the website. It shall be the duty of the Pledge Director to determine the
720 reason for the absence of Pledges from meetings or other assigned work and, where
721 necessary, to transmit such information to the Chapter.
722

723 *Section 5. Indecent or Dangerous Ordeal.* The Pledge shall not be subjected to any
724 indecent or dangerous ordeal.
725

726 *Section 6. Hazing.* Refer to the Risk Reduction Policy.
727

728 *Section 7. Destruction of Property.* Pledges shall be prohibited from destroying or
729 appropriating property belonging to other persons for use in connection with the
730 Fraternity or the Chapter.
731

732 *Section 8. Pledge Examination.* All candidates initiated into Undergraduate
733 membership shall be required to pass a standard examination issued by the Chapter
734 Councilor. This examination shall be given to the candidates at least 18 hours before the
735 ritualistic work is begun, and must be passed by a grade of 70% or higher. A local
736 committee appointed by the Chapter President shall grade the papers and render a
737 report at least 6 hours before the time set for the ritualistic ceremony. These papers shall
738 be shown to the candidates, who may look them over, after which they will be sent to the
739 Chapter Councilor to be filed within 1 week after the initiation. Any candidate failing to
740 pass must be held over until the next initiation. If it seems desirable, the Province
741 Councilor may appoint a specific person to give this examination.
742

743 **ARTICLE 36 -- INITIATION**

744

745 *Section 1. Qualification.* A Pledge, to be eligible for Undergraduate membership, shall
746 have been enrolled in the School at least 1 term; he shall be in good standing with his
747 School; and he shall have passed the Pledge Examination as prescribed.
748

749 *Section 2. Initiation of Alumni Members.* Regularly enrolled graduate students may be
750 elected to membership as provided for Undergraduate members, but no student not
751 admitted into Undergraduate membership during his course of study in a School where a
752 Chapter existed shall be admitted to Alumni membership in any Chapter, except by
753 consent of the former Chapter.
754

755 *Section 3. Initiation of a Faculty Member.* The qualifications of a candidate for
756 initiation as a Faculty Member shall be submitted to the Grand President at least 30 days
757 prior to the date of initiation for approval by the Supreme Council.
758

759 *Section 4. Election.* Election of Undergraduate members shall be by secret ballot
760 immediately prior to initiation. A candidate shall be disqualified with 2 negative votes.
761 Election shall be made at a regular or special meeting.
762

763 *Section 5. Formal Initiation.* Formal initiation shall be by The Ritual.
764

765 *Section 6. Initiation of Alumni of Local Societies.* Alumni of a local society to whose
766 members a Charter has been granted may, if otherwise eligible, be initiated into the
767 Fraternity. Persons so initiated shall be enrolled in the Active Chapter created from such
768 local society and shall pay an initiation fee as herein before provided.
769

770 *Section 7. Report of Initiation.* Within one week after an initiation, the Chapter
771 Secretary shall report the names of the candidates initiated to the Grand President, the
772 Executive Secretary, the Province Councilor, the Communications Director and the
773 Chapter Councilor and must send their examination papers to the Chapter Councilor.
774

775 **ARTICLE 37 -- MEMBERSHIP**
776

777 *Section 1. Member in Good Standing.* A member is in good standing unless:
778

779 (a) He is delinquent in accounts.
780

781 (b) He is under suspension.
782

783 *Section 2. Transfer Requirements.* Every member in good standing at the time of
784 leaving the College at which his Chapter is located is entitled, upon request, to a Transfer
785 Certificate signed by the Executive Secretary. Every member of a disbanded Chapter,
786 who was in good standing at the time of its dissolution, is entitled, upon request, to a
787 Transfer Certificate. Every member having a Transfer Certificate shall be entitled to
788 Active membership in any other Chapter upon indicating his willingness to abide by the
789 By-laws of that Chapter, upon conformance to the scholastic standards, and upon being
790 registered as a student at the institution at which the Chapter is located. The Active
791 Chapter may require a residence of not more than six months.
792

793 *Section 3. Delinquent Member.* A delinquent member is one who is delinquent in
794 accounts.
795

796 *Section 4. Cooperative Work-Study Program Enrollment.* Cooperative work-study
797 program students shall be considered as regularly enrolled students.
798

799 **TITLE X -- PROVINCES**

800 **ARTICLE 38 -- ORGANIZATION**
801

802 *Section 1. Provinces.* There shall be districts, known as Provinces, embracing such
803 territory as the General Convention may from time to time determine.
804

805 **ARTICLE 39 -- PROVINCE CONVENTION**
806

807 *Section 1. Membership.* A Province Convention shall consist of:

- 808 (a) The Province Councilor.
- 809
- 810 (b) Two Delegates from each Active Chapter in the Province.
- 811
- 812 (c) One Delegate from each Alumni Chapter in the Province.
- 813
- 814 (d) All members of the Supreme Council residing in the Province.
- 815
- 816 (e) The Chapter Councilor from each Active Chapter.
- 817

818 *Section 2. Sessions.* The Province Convention shall meet biennially in the academic
819 years alternating with regular sessions of the General Convention to elect a Province
820 Councilor, at a time and place designated at the next preceding Convention. At the
821 request of one-half of the Active Chapters in a Province, a Province Convention may be
822 passed by. The Province Officers may select another location for the Convention, when
823 an emergency renders this necessary.

824
825 *Section 3. Quorum.* A quorum shall consist of Delegates from one-half of the Active
826 Chapters in the Province and one Province Officer.

827
828 *Section 4. Voting.* Each Member of the Convention in attendance is entitled to one vote.
829 No proxies are allowed.

830
831 *Section 5. Floor Privilege.* Any Member in good standing is allowed the privilege of the
832 floor at a Convention in the Province of which his Active Chapter is a member.

833
834 *Section 6. Void Proceedings.* If a Convention admits to representation any organized
835 unit which is delinquent in dues or reports as elsewhere provided, all actions of such
836 Convention are void, and the Grand President shall issue an order to that effect.

837 838 **ARTICLE 40 -- OFFICERS**

839
840 *Section 1. Officers.* The National Officer representing a Province at the National level is:

- 841 (a) A Province Councilor.
- 842
- 843

844 *Section 2. Qualifications.* Only an alumnus in good standing residing in the Province, is
845 eligible to be elected Province Councilor.

846
847 *Section 3. Election.* Province Councilors shall be elected by ballot at the Province
848 Convention and shall take office on January 1st next succeeding their election, and shall
849 hold office for two years or until their successors qualify. In case a Convention is passed
850 by, the election shall be held by e-mail, each Chapter making such nominations as it
851 desires, after which these names shall be submitted in a letter ballot. If no majority is
852 obtained, the highest two names from the letter ballot for each office shall be re-
853 submitted. If a Province Councilor shall move from the Province, his office shall be
854 declared vacant by the Grand President.

855
856 *Section 4. Vacancies.* Vacancies occurring between sessions of the Convention shall be
857 filled by the Grand President, with the approval of the Supreme Council.

858
859 *Section 5. Duties.* Under the supervision of the Grand President, the Province Councilor
860 shall direct the activities of the Chapters in his Province. He shall receive a copy of the
861 following Chapter reports: Membership reports, honorary membership proposals,
862 requests to hold initiations, reports of initiations, symposium meeting reports, reports of
863 House Rules, reports of changes in Chapter By-laws, etc., National and Province dues
864 reports, Chapter officers, expulsion charges, transfer of membership affiliation. He shall
865 visit Chapters at the discretion of the Grand President. He shall grant permission to
866 initiate. He shall handle judicial actions and direct professional activities within his
867 Province.

868
869 **ARTICLE 41 -- FINES**

870
871 *Section 1. Fines for Absences.* A member of the Convention absent from roll call shall be
872 fined five dollars, unless a reasonable excuse in writing is accepted by the presiding
873 officer.

874
875 *Section 2. Failure to Provide Representation.* For failure to be represented at a
876 Province Convention, the Chapter shall be assessed a fine of twenty dollars.
877

878
879 **TITLE XI -- ACTIVE CHAPTERS**

880
881 **ARTICLE 42 -- ORGANIZATION**

882 *Section 1. Charter.* No Active Chapter shall be organized or reorganized except by virtue
883 of the Charter granted by the Fraternity, as provided for in the Constitution. An Active
884 Chapter disbanded may reorganize under its original name if that name has not been
885 appropriated.

886
887 **ARTICLE 43 -- FEES, FINES AND DUES**

888 *Section 1. National Fees.* The Initiation Fee and annual National Dues shall be such as
889 hereinbefore provided.

890
891 *Section 2. Chapter Dues.* Every member of a Chapter is subject to local dues and other
892 charges in accordance with the By-laws of that Chapter.

893
894
895 *Section 3. Fines for Delinquency.* A Chapter shall be fined for the following
896 delinquencies:

897
898 (a) Delinquency in Accounts. Every Active Chapter delinquent one month or
899 more in Annual Dues shall be fined one percent of the outstanding in
900 indebtedness per member as hereinbefore provided; and for delinquency
901 in regard to any other sums due to the fraternity shall be fined one
902 percent per month for each month or the fraction of a month of such
903 delinquency

904
905 (b) Delinquency in Reports. A Chapter, delinquent with respect to any report
906 to the Fraternity, shall be fined twenty-five dollars for such delinquency.

907 For delinquency in newsletters to the CASTLE, the fine shall be twenty-
908 five dollars.
909

910 **ARTICLE 44 -- MEETINGS**

911
912 *Section 1. Special.* Special meetings of an Active Chapter may be called at any time by
913 the President, and shall be called on request of five or more members. In either case, due
914 notice shall be given to all members.
915

916 *Section 2. Quorum.* Unless a larger quorum is provided by the Chapter By-laws, a
917 quorum shall consist of a majority of the Members in good standing and at least two
918 elective officers.
919

920 *Section 3. Vote.* Every Active member of an Active Chapter in good standing may, if
921 present at a Chapter meeting, vote upon any question lawfully coming before the Chapter
922 for decision; provided that Alumni members in good standing have the right to vote only
923 upon questions of financial policy pertaining to his own Active Chapter.
924

925 **ARTICLE 45 -- OFFICERS**

926
927 *Section 1. Required Officers.* Required Officers of an Active Chapter are:
928

- 929 (a) A President, to be known as the Chief Engineer.
- 930 (b) A Vice-president, to be known as the Vice-Chief Engineer.
- 931 (c) A Secretary.
- 932 (d) A Business Manager.
- 933 (e) An Associate Editor of the CASTLE, who shall also be Chapter Historian
934 and Public Relations Chairman.
- 935 (f) A Chaplain.
- 936 (g) A Guide.
- 937 (h) A Member of the General Convention.

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946 *Section 2. Other Officers.* A Chapter may provide for such other officers as it deems
947 necessary.
948

949 *Section 3. Steward and House Manager.* The management of the House and Table
950 Board Departments is under the control of the Business Manager, but assistants may be
951 appointed for the purpose of attending to the details of those specific tasks.
952

953 *Section 4. Qualifications.* Every member of an Active Chapter in good standing,
954 including Alumni of that particular Chapter in good standing, is eligible to any office in
955 the Active Chapter, provided that no alumnus shall hold office unless there be no
956 member in attendance at the College at which the Chapter is located available for that
957 office, except that the General Convention representative must be registered in the

958 Engineering School or in a four-year ABET accredited program of his respective College
959 during his term of office.
960

961 *Section 5. Election.* Election of officers shall be held no more often than once per
962 semester or every two quarters, at a meeting held at least a month before the end of the
963 period. Except in case of unanimous consent, election of officers shall be by secret ballot,
964 and a majority of all votes cast shall be required to elect. If an election is not secured on
965 the first two ballots, on each subsequent ballot, the lowest name shall be dropped. In all
966 cases, each office shall be voted on separately, in the order listed in Section 143, with
967 nominations being open just before the vote on each office. The Business Manager shall
968 be appointed by the Chapter President, with the approval of the Chapter.
969

970 *Section 6. Term of Office.* Officers shall assume their duties at least one month before
971 the end of the election period and shall continue in office until their successors qualify.
972

973 *Section 7. Vacancies.* Election of officers to fill vacancies shall be conducted in the
974 regular manner, and due notice of the meeting for such purpose shall be given.
975

976 *Section 8. Removal from Office.* Any Active Chapter may, by a two-thirds vote, declare
977 any office vacant when the interests of the Chapter demand it. Notice of such intended
978 action shall be given to the officer concerned and to all members of the Chapter.
979

980 **ARTICLE 46 -- DUTIES OF OFFICERS**

981

982 *Section 1. General.* Every officer shall perform the duties required of him by the Ritual,
983 those hereinafter set forth, and such others as his office may require or as may be
984 imposed on him by lawful authority.
985

986 *Section 2. Chief Engineer.* The Chief Engineer shall preside at meetings of the Chapter;
987 appoint officers and committees not otherwise provided for; approve or sign all checks as
988 provided in the official Financial System; sign Credentials and countersign all reports;
989 enforce a strict observance of the Laws of the Fraternity and of the Chapter; keep the
990 Rituals securely guarded and request all strangers visiting the Chapter House and
991 purporting to be Sigma Phi Delta members to show their membership cards.
992

993 *Section 3. Vice-Chief Engineer.* The Vice-Chief Engineer shall perform the duties of the
994 Chief Engineer in the absence of that Officer; shall prosecute members accused by the
995 Chapter or the Fraternity and tried by the Chapter or the Fraternity and tried by the
996 Chapter; and have charge over all trials and appeals. Unless otherwise provided for, the
997 Vice-Chief Engineer or where there is one, the Second Vice-Chief Engineer, shall have
998 charge of all the social activities of the Chapter.
999

1000 *Section 4. Secretary.* The Secretary shall keep the following records: Minutes of the
1001 meetings of the Chapter; a true and correct copy of the National Laws, Province By-laws
1002 and Chapter By-laws and Regulations; a book containing the Orders and Circulars issued
1003 by the Grand President or any other National Officer; a membership book, containing a
1004 list of all members of the Chapter, and a black list of all suspensions, expulsions, and
1005 reinstatements of the entire Fraternity. He shall attest the actions of the Chapter;
1006 prepare, sign and forward to the proper office the Credentials of the Members of the
1007 Convention, delegates to the Province Convention; notify members of special meetings of
1008 the Chapter; and render a monthly report to the Grand President, Executive Secretary,

1009 Province and Chapter Councilors, showing the attendance at meetings, special actions,
1010 and names of new Pledges, Initiates, newly elected officers, and any other information
1011 called for, such reports to be submitted not later than the sixth day of the following
1012 month.
1013

1014 *Section 5. Business Manager.* The Business Manager shall collect the monies of the
1015 Chapter; hold the funds, securities, vouchers, and account books of the Chapter unless
1016 otherwise provided for and, in accordance with the official financial system, make the
1017 proper remittances to the Fraternity and to all others to whom the Chapter lawfully owes
1018 money; furnish bond wherever the Fraternity requires such; prepare and submit a
1019 monthly financial report to the Grand President, Executive Secretary, Province and
1020 Chapter Councilors, such report to be submitted not later than the sixth day of the
1021 following month; manage the Chapter House and the Table Board Department; and any
1022 other business details of the Chapter. The Business Manager shall be responsible for the
1023 entire financial and business program of the Chapter, unless otherwise provided for by
1024 Law, but may have assistants and shall receive a salary.
1025

1026 *Section 6. Associate Editor of the CASTLE.* The Associate Editor of the CASTLE shall
1027 keep a file of all data and all old records pertaining to the Chapter, including clipping; a
1028 photograph album; shall make a record of all social events; shall keep a complete file of
1029 the CASTLE and of the STAR; and shall act as correspondent to the Communications
1030 Director; and shall make a record of other activities which may not be covered by
1031 Secretary's Minutes. In addition, it shall be his responsibility to submit, within ninety
1032 days of notification by the Communications Director, a major paper, the form and style
1033 of which shall be specified by the Communications Director. This paper must be written
1034 by a member of the Active Chapter or an Alumnus of that Active Chapter. The Associate
1035 Editor of the CASTLE shall file a monthly report by the sixth day of the following month,
1036 to contain any newsworthy items or announcements of Chapter activities.
1037

1038 *Section 7. Chaplain and Guide.* The Chaplain and the Guide shall perform such duties
1039 as the Ritual prescribes.
1040

1041 *Section 8. Member of the Convention.* The Member of the Convention shall represent
1042 the Active Chapter in the General Convention. In case he cannot attend the sessions of
1043 the Convention, a Deputy shall be elected for this purpose.
1044

1045 **ARTICLE 47 -- INSPECTION**

1046
1047 *Section 1. Inspection.* An inspection of each Active Chapter shall be made by a National
1048 Officer or by some other member appointed by the Grand President at least once every
1049 year. Additional reports may be required by the Grand President. Inspection shall
1050 include the books, records, papers, accounts and other documents of the Chapter; and
1051 scholarship and general standing of the Chapter on campus. This report shall be sent to
1052 the Grand President, Executive Secretary and the Province and Chapter Councilors.
1053

1054 **ARTICLE 48 -- DELEGATES**

1055
1056 *Section 1. General Convention.* The Member or Deputy Member of the General
1057 Convention shall represent the Chapter in the General Convention. For failure to be
1058 represented at regular sessions, the Chapter shall be fined fifty dollars, unless excused by
1059 the Convention.

1060
1061 *Section 2. Province Convention.* At a regular meeting not less than thirty days
1062 preceding a Province Convention, each Active Chapter shall elect two Delegates and two
1063 Alternate Delegates to the Province Convention.
1064

1065 *Section 3. Credentials.* The Member or Deputy Member of the General Convention and
1066 Delegates to the Province Conventions shall be furnished with Credentials signed by the
1067 Chapter President and the Chapter Secretary, a copy of which shall be sent to the Grand
1068 President.
1069

1070 *Section 4. Representation from Delinquent Chapters.* No Chapter, delinquent with
1071 respect to any sum or any report, is entitled, during such delinquency, to representation
1072 in the General or Province Conventions.
1073

1074 **ARTICLE 49 -- BY-LAWS**
1075

1076 *Section 1. By-Laws.* Active Chapters may adopt, amend and repeal such By-laws as they
1077 deem necessary, but such By-laws shall not be inconsistent with the Laws of the
1078 Fraternity or any lawful orders of the Fraternity or of the Province in which the Chapter
1079 is located. Copies of the By-laws shall be on file at National and Province Offices. By-laws
1080 must be approved by the Supreme Council before they become effective.
1081

1082 **ARTICLE 50 -- ADVISORS**
1083

1084 *Section 1. Faculty Advisor.* Each Active Chapter shall have a Faculty Advisor who shall
1085 be a member of the Fraternity. He shall aid the Chapter in such ways as may be possible;
1086 shall visit the Chapter from time to time; and shall render an Annual Report to the
1087 Grand President, the Executive Secretary and the Province Councilor, such report to be
1088 due in January of each year.
1089

1090 *Section 2. Alumnus Advisor.* Each Active Chapter shall have an Alumnus Advisor, who
1091 shall be an alumnus member of the Fraternity, preferably of the Chapter. He shall keep
1092 in touch with the Chapter, making contact at least once a month in some manner; shall
1093 advise the Chapter in such things as seem desirable; and shall supervise the finances of
1094 the Chapter in the manner prescribed in the Official Financial System. He shall consult
1095 the Faculty Advisor whenever such seems desirable, particularly in matters concerning
1096 scholarship. He shall render an annual report to the Grand President, Executive
1097 Secretary and the Province Councilor, such report to be due in January of each year.
1098

1099 *Section 3. Chapter Councilor.* Each Active Chapter shall have a Chapter Councilor, who
1100 should be an alumnus or faculty member of the Fraternity, preferably of the Chapter. He
1101 shall act as a Deputy to the Province Councilor. He shall perform such duties and receive
1102 such reports as are specified in this Code and as may be required by the Grand President
1103 or the Province Councilor. He shall keep in touch with the Chapter, making contact at
1104 least once a month in some manner; shall advise the Chapter in such things as seem
1105 desirable; and shall supervise the relations of the Faculty and Alumnus Advisors
1106 whenever such seems desirable. He shall render an annual report to the Grand
1107 President, the Executive Secretary and the Province Councilor, such report to be due in
1108 January of each year. The Chapter Councilor may, in addition, serve as Faculty Advisor
1109 or Alumnus Advisor.
1110

1111 *Section 4. Appointment.* The Faculty and Alumnus Advisors and the Chapter Councilor
1112 shall be appointed by the Grand President, in consultation with the Province Councilors,
1113 to whom the Chapters shall suggest at least two persons for each office. The term of
1114 office shall be the calendar year.
1115

1116 **TITLE XII -- ALUMNI ASSOCIATION**

1117 **ARTICLE 51 -- ORGANIZATION**

1118
1119 *Section 1. Organization.* Each Active Chapter shall maintain an Alumni Association,
1120 consisting of all Alumni Members of the Chapter who are in good standing, regardless of
1121 the place of residence or affiliations with other Alumni Organizations of the Fraternity.
1122

1123 *Section 2. Purpose.* The purpose of an Alumni Association is to stimulate the interest of
1124 the Alumni in the Active Chapter, to keep them in touch with its activities, and to further
1125 the purposes of the Fraternity. In order to do this, Alumni Associations shall send each
1126 member a bulletin of news at least once each year.
1127

1128 **ARTICLE 52 -- OFFICERS**

1129
1130 *Section 1. Officers.* Each Alumni Association shall have a Chairman, a Vice-Chairman,
1131 and a Secretary-Treasurer. The term of office shall be 1 year.
1132

1133 *Section 2. Election.* Election of officers shall be held in June, by mail ballots, which shall
1134 be counted on the 15th day of June. In this election, graduates of the academic year just
1135 ending shall be eligible to vote, even if the School year has not officially ended. Not later
1136 than the first of May, the Chairman shall appoint a Nominating Committee of from three
1137 to five members, who will nominate one or more men for each office. The names of the
1138 men nominated shall be sent to the entire membership of the Alumni Association not
1139 later than the middle of May. Names may be written on the ballot. The members elected
1140 shall take office on July first, and shall hold office until their successors qualify.
1141

1142 **ARTICLE 53 -- FINANCES**

1143
1144 *Section 1. Assessments.* An Alumni Association shall not assess its member for any fee
1145 whatsoever.
1146

1147 *Section 2. Donations.* An Alumni Association may accept any gifts or donations that
1148 may be made, and shall use them in any manner it sees fit to further its purpose.
1149

1150 **TITLE XIII -- ALUMNI CHAPTERS**

1151 **ARTICLE 54 -- ORGANIZATION**

1152
1153 *Section 1. Charters.* Alumni Chapters may be organized only by virtue of a petition
1154 signed by ten resident Alumni Members in good standing and approved by the Supreme
1155 Council. No petition shall be granted should a previous Alumni Chapter in good standing
1156 exist within a fifty mile radius of the location of the proposed Chapter. In case of two or
1157 more Active Chapters, there may be an Alumni Chapter affiliated with each.

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Section 2. Name. An Alumni Chapter may be named after the Active Chapter with which it is closely associated except that, in the event it is associated with no Active Chapter, it shall be named after the locality in which it is formed.

Section 3. Object. An Alumni Chapter shall promote the interest and welfare of the Sigma Phi Delta Fraternity and of any nearby Active Chapter by encouraging them to maintain high standards and by cooperating with them in securing young men of high standing; and to assist such a Chapter in financing, building and maintaining a Chapter House; or in providing funds the interest of which may be used for scholarship purposes.

Section 4. Incorporation. Each Alumni Chapter which acquires real property shall be incorporated under the Laws of the State in which it is located, and may adopt such By-laws and regulations as are not inconsistent with the Laws of the Fraternity.

Section 5. Officers. Each Alumni Chapter shall have a President, a Vice-president, and a Secretary-Treasurer and such other Officers as it may deem necessary - the term of office being for one year.

Section 6. Finances. An Alumni Chapter may assess its members dues and other fees as it deems necessary.

Section 7. Chapter By-Laws. An Alumni Chapter may adopt, amend and repeal such By-laws as they deem necessary, but such By-laws shall not be inconsistent with the Laws of the Fraternity or any lawful orders of the Fraternity or of the Province in which the Chapter is located. Copies of the By-laws must be on file at National and Province Offices. By-laws must be approved by the Supreme Council before they become effective.

Section 8. Faculty Participation. Faculty Members may become participating members in Alumni Chapters upon approval by that Chapter.

ARTICLE 55 -- ACTIVITIES

Section 1. Meetings. The Chapter shall hold at least four meetings each year, at which business may be transacted and talks and discussions may be held.

Section 2. Reports. Within one week after each meeting, the Secretary-Treasurer shall send to the Grand President, the Executive Secretary and the Province Councilor a report of the meeting, but not more than one report shall be required where two or more meetings are held within one month. At the end of his Term of Office, the Secretary-Treasurer shall render an annual report to the Grand President, the Executive Secretary and the Province Councilor.

Section 3. Delegates. Unless otherwise provided for in the Chapter By-laws, the President shall represent the Chapter at the General Convention. A Delegate shall be elected to represent the Chapter at Province Conventions. A Chapter delinquent with respect to dues or reports is not entitled to representation in either Convention. Only those members in good standing may represent the Chapter.

1209 *Section 4. Representation.* Sections 160, 162 and 163 of this Statutory Code shall apply
1210 to Alumni Chapters as well as to Active Chapters.
1211

1212 **TITLE XIV -- CHARTERS FOR ACTIVE CHAPTERS**

1213 **ARTICLE 56 -- GRANTING**

1214
1215 *Section 1. Petition for Charter.* Petition for Charter shall be made to the Fraternity and
1216 shall be signed by not less than ten men qualified for membership, and shall be
1217 accompanied by the Charter Fee, which will be returned if the Charter is not granted.
1218

1219 *Section 2. Form of Petition.* Petitions for Charter for an Active Chapter shall conform to
1220 such specifications as the Grand President shall designate, but shall include a description
1221 of the School at which the organization is located, the history of the organization, a brief
1222 record of each petitioner, an individual photograph of the petitioners, and evidence that
1223 the local School authorities are favorable toward the petition.
1224

1225 *Section 3. Investigation of Petition.* Immediately upon receipt of a petition, the Grand
1226 Vice-President shall confer with the Councilor of the Province in which the petitioners
1227 are located. If these officers shall conclude, after investigation, that the petition is a true
1228 representation of the facts, they shall recommend that the petition be submitted for
1229 approval.
1230

1231 *Section 4. Granting Charter.* After the preliminary investigation, the petition shall be
1232 submitted, together with the report of the investigating officers, to the General
1233 Convention. It shall be declared granted if approved by three-fourths of the Active and
1234 Alumni Chapters of the Province in which the petitioning body is located and by a
1235 majority vote of the General Convention.
1236

1237 *Section 5. Equipment Furnished.* If a petition is accepted, a suitably engrossed charter,
1238 full equipment of the Financial System, the necessary record books, and specified
1239 initiation equipment shall be furnished the petitioners without further payment. The
1240 Charter shall be signed by the Grand President and the Executive Secretary.
1241

1242 **ARTICLE 57 -- TERMINATION**

1243
1244 *Section 1. Surrender.* A Charter shall be surrendered unless five or more members,
1245 including alumni, demand its continuance. No such action shall be taken unless a
1246 proposal of the contemplated surrender has been made at a regular meeting at least four
1247 weeks prior thereto and due notice given to all Active Members of the Chapter.
1248

1249 *Section 2. Forfeiture.* If a Chapter fails, for one year, to send its reports and dues, its
1250 Charter may be forfeited on the demand of the Grand President with the consent of the
1251 Supreme Council.
1252

1253 *Section 3. Suspension.* A Charter may, for due cause, be suspended by the Grand
1254 President with the consent of the Supreme Council, provided that the Chapter has been
1255 notified in writing of the charges and given a reasonable opportunity to be heard
1256 thereon. In such instance, a full report on the case shall be made at the next regular

1257 session of the General Convention. The General Convention, in session, may suspend the
1258 Charter of any Chapter.
1259

1260 *Section 4. Revocation.* The General Convention may revoke the Charter of a Chapter by
1261 a two-thirds vote in regular session, provided the Chapter has been notified in writing of
1262 the charges and given a reasonable opportunity to be heard. If the Charter is revoked, the
1263 Chapter shall return all initiation paraphernalia, Rituals, record books, Charter and all
1264 other property of the Fraternity.
1265

1266 **TITLE XV -- ORGANIZATION OF A COLONY**

1267 **ARTICLE 58 -- ORGANIZATION OF A COLONY**

1268
1269 *Section 1. Colony.* A Colony, established at a technical school in anticipation of
1270 petitioning for Charter as an Active Chapter of the Sigma Phi Delta Fraternity, shall
1271 consist of no less than four men qualified for membership in the Fraternity.
1272

1273 *Section 2. Purpose of a Colony.* A Colony shall serve as the focus around which an
1274 interested group of engineering students prepare to petition for Charter as an Active
1275 Chapter of the Fraternity; shall provide for closer ties among its members; shall provide
1276 for closer ties with the Fraternity; and shall enhance efforts to establish a Chapter of the
1277 Sigma Phi Delta Fraternity on the campus.
1278

1279 *Section 3. Establishment of a Colony.* Upon letter petition, the Supreme Council may
1280 grant approval to establish a Colony. The Colony shall be designated as (School) Colony
1281 of Sigma Phi Delta. The petition shall include such information as the Grand President
1282 shall designate and will include evidence that the local school authorities are favorable
1283 toward the petition.
1284

1285 *Section 4. Installation Procedures.* A member of the Fraternity designated by the Grand
1286 President shall install the members of the Colony, using the Ritual for Formal Pledging.
1287 Members of the Colony shall wear the Pledge Pin of the Fraternity but are not authorized
1288 to wear other insignia of the Fraternity.
1289

1290 *Section 5. Colony Expansion.* The installed Members of the Colony shall formally
1291 pledge additional members as the Colony expands. These Members shall have the same
1292 rights and privileges as the Charter Colony Members. When the provisions of Section 187
1293 of the Statutory Code are met, the Colony shall petition for Charter as an Active Chapter,
1294 using the Chapter designation assigned by the Fraternity.
1295

1296 *Section 6. Rights and Privileges.* Installed Members of a Colony are not initiated
1297 Members of the Fraternity. They shall have the same rights and privileges as a Pledge in
1298 any established Active Chapter. They are not subject to the payment of National or
1299 Province dues or fees and have no representation in the General or Province
1300 Conventions. They shall elect officers, establish By-laws, and may collect Colony dues.
1301 There shall be no admission fee for pledging into a Colony.
1302

1303 *Section 7. Activation as a Chapter.* It is not required that all Charter Members of a
1304 newly chartered Active Chapter be pledged into the Colony. There is no specified length

1305 of time during which a Colony must exist before petitioning for Charter as an Active
1306 Chapter.
1307

1308 **TITLE XVI -- PUBLICATIONS**

1309 **ARTICLE 59 -- THE CASTLE**

1310
1311 *Section 1. The CASTLE.* The Fraternity shall publish an exoteric magazine, to be known
1312 as the Sigma Phi Delta *CASTLE*, devoted to the interests of the Fraternity, of engineering
1313 and of college life, to be published not less than two times a year. Each Chapter Associate
1314 Editor will submit news on the dates established for each issue by the Communications
1315 Director.
1316

1317 **ARTICLE 60 -- THE STAR**

1318
1319 *Section 1. The STAR.* The *STAR* shall be an esoteric publication issued at least two times
1320 a year, with one issue to contain a complete Annual National Financial Report. It shall be
1321 issued to all Members of the Fraternity. The Grand President shall edit the *STAR* which
1322 shall contain summarized reports of the activities of the Chapters, of the National
1323 Officers, membership changes, and other news for Members of the Fraternity only.
1324 Funds for the publication and distribution of *The STAR* shall come from the General
1325 Fund.
1326

1327 **ARTICLE 61 -- PUBLISHED INFORMATION**

1328
1329 *Section 1. Additional Publications.* Such other publications shall be issued by the
1330 Fraternity as the Supreme Council may determine.
1331

1332 *Section 2. General.* All printed matter issued by or on behalf of the Sigma Phi Delta
1333 shall be inscribed "Printed in the U.S.A. (or Canada)", as the situation dictates.
1334

1335 **TITLE XVII -- GENERAL RULES**

1336 **ARTICLE 62 -- INSIGNIA OF MEMBERSHIP**

1337
1338 *Section 1. Membership Badge.* A membership badge is loaned by the Fraternity to each
1339 initiate, and upon payment of the fee approved by the Supreme Council, to any member
1340 in good standing. It shall be understood that the badge remains the property of the
1341 Fraternity; may be worn only by members in good standing, or by the wife, mother or
1342 sweetheart of the member; and for due cause, submitted to the Member in writing, may
1343 be recalled by the National Fraternity. The badge may be used in the design of a key,
1344 which may be worn by a member in good standing but not in the design for any other
1345 piece of jewelry, unless approved by the Supreme Council. Badges will be ordered by the
1346 Chapter Secretary from the Merchandise Manager.
1347

1348 *Section 2. Certificate of Membership.* A Certificate of Membership shall be forwarded to
1349 the Chapter by the Executive Secretary for each initiate upon receipt of his initiation fee.
1350 The Certificate shall contain the signatures of the Grand President, the Executive
1351 Secretary, the Chapter President and the Chapter Secretary.

1352
1353 *Section 3. Membership Card.* A membership card shall be issued to each initiate by the
1354 Executive Secretary upon receipt of his initiation fee. The Card shall contain the
1355 signatures of the Grand President and the Executive Secretary, as well as the Member's
1356 General Number.
1357

1358 **ARTICLE 63 -- FRATERNITY AWARDS**
1359

1360 *Section 1. Gilbert H. Dunstan Trophy.* A permanent Trophy, to be known as the Gilbert
1361 H. Dunstan Trophy, shall be awarded to any Chapter which has made a significant
1362 contribution toward establishing a new Active Chapter. This Trophy will be awarded at
1363 the discretion of the Supreme Council at the General Convention following the date of
1364 the act or acts for which the Award is being made.
1365

1366 *Section 2. Grand President's Key.* The General Convention shall award a Key, the
1367 design of which is on file in the Executive Secretary's Office, to the Grand Presidents of
1368 the Fraternity in recognition for services rendered.
1369

1370 *Section 3. Efficiency Contest Award.* The Supreme Council shall present an annual
1371 Award for Chapter Efficiency to the Chapter or Chapters attaining the highest score in
1372 the Efficiency Contest.
1373

1374 *Section 4. Professional Achievement Award.* The Supreme Council shall present an
1375 Award, to be known as the Professional Achievement Award, to alumni of the Fraternity
1376 who have made an outstanding achievement or contribution to the field of their chosen
1377 profession. This Award shall be conferred by the Supreme Council at a General or
1378 Province Convention. Provisions concerning eligibility and administration of the Award
1379 shall be on file in the Executive Secretary's Office.
1380

1381 **ARTICLE 64 -- SPECIAL DAYS**
1382

1383 *Section 1. Founder's Day.* April 11th of each year shall be observed as Founder's Day.
1384 Chapters shall observe this day with a suitable program, which shall include such
1385 features as the Grand President shall prescribe. This program shall be held upon the day
1386 specified, except when conditions require it to be held at some other time, in which case
1387 the Secretary shall notify the Grand President at least two weeks in advance of the
1388 substitute time set.
1389

1390 *Section 2. CASTLE Day.* CASTLE Day shall be observed each year in the month of
1391 October. Chapters shall hold a meeting on this day at which the members shall recall a
1392 new their obligations to the Fraternity, and at which time a suitable program shall be
1393 held, including such features as the Province Councilor shall designate. Unless the
1394 Province Councilor specifies a certain day, the Chapters may set the day to suit their
1395 convenience, but in such cases the Secretary shall notify the Province Councilor two
1396 weeks in advance of the day selected.
1397

1398 *Section 3. Symposium Meetings.* Each Active Chapter shall hold two meetings each
1399 year, preferably at such times as are designated by the Province Councilor, at which a
1400 symposium shall be held on some topic designated by the Province Councilor. The
1401 Secretary of each Active Chapter, within the week after such meeting is held, shall send
1402 to the Province Councilor a report of the meeting, which shall include the names of the

1403 speakers, the names of the members discussing the talks, the amount of time devoted to
1404 the meeting, and copies of the papers presented, whenever such are available.

1405
1406 While papers need not be written out, such practice shall be encouraged. All papers
1407 submitted before the fifteenth day of April shall be submitted to the Province Councilor
1408 who, in consultation with two other members designated by the Grand President, shall
1409 select the best paper submitted, together with the second and third best. Each of these
1410 papers shall be published in the CASTLE and the Supreme Council shall provide suitable
1411 awards for them.

1412
1413 **ARTICLE 65 -- HOUSE RULES**

1414
1415 *Section 1. General House Rules.* Extensive gambling and the harboring of immoral
1416 persons in a Chapter house or other property of the Fraternity, or at any event held in the
1417 name of the Fraternity, or any organization thereof, are forbidden. The illegal use,
1418 possession, sale or distribution of any controlled substance, including alcohol, at Chapter
1419 functions shall be strictly prohibited.

1420
1421 *Section 2. Local Rules.* Within one month after the opening of the Fall Term, each
1422 Chapter shall submit to the Province and Chapter Councilors a set of local house rules,
1423 which shall include regulations regarding study hours, destruction of property, and any
1424 other rules deemed necessary.

1425
1426 *Section 3. Social Events.* Chapters shall conduct social events in accordance with the
1427 regulations prescribed by the institution at which the Chapter is located. Rules of the
1428 institution regarding the presence of women in Chapter Houses shall be rigidly enforced.

1429
1430 **ARTICLE 66 -- ENFORCEMENT OF FINANCIAL OBLIGATIONS**

1431
1432 *Section 1. Delinquency.* If at any time during the academic year a member becomes
1433 delinquent in accounts, he shall immediately be notified in writing by the Business
1434 Manager. Within two weeks from date, he shall either pay the entire amount, exclusive of
1435 the charges entered subsequent to such date, or submit to the Chapter a written
1436 statement setting forth the reasons for non-payment, which statement shall be
1437 considered by a Committee of five members, including the Chapter President and
1438 Business Manager. It shall then be submitted to the Chapter together with the
1439 Committee's report, and shall be voted upon by the members. A two-thirds vote shall be
1440 required to accept. If the statement is not accepted or no statement is submitted, charges
1441 for expulsion shall be immediately filed against the member by the Vice-president The
1442 President and Business Manager shall make every effort to secure a statement from the
1443 delinquent member within the two week's period, including at least two contacts in
1444 person or by Registered Mail to the last known address of the delinquent member.

1445
1446 *Section 2. Security for Payment.* On leaving a Chapter, every member shall furnish
1447 satisfactory security for the payment of his account, either by the pledge of property or
1448 by a promissory note endorsed by two or more responsible parties.

1449
1450 *Section 3. Financial Policy.* It is the policy of the Fraternity that a prompt and faithful
1451 observance and enforcement of financial obligations is a test of a member's right to
1452 retain his membership and of a Chapter's right to retain its Charter.

1453

1454 *Section 4. Delinquency in Accounts.* A Member is delinquent in accounts if:

- 1455
- 1456 (a) At any time during the academic year his account becomes delinquent,
- 1457 said delinquency resulting from non-payment of charges by the first of the
- 1458 month following that in which due, or
- 1459
- 1460 (b) On leaving the Chapter, either at the end of or during the academic year,
- 1461 or on applying for a Transfer Certificate he owes any sum at all.
- 1462

1463 *Section 5. Account.* A Member's account includes all sums charged against him on the

1464 Chapter's books, whether for fees, dues, assessments, fines, room rent, board, or any

1465 other cause.

1466

1467 *Section 6. Assessments.* Assessments may be levied against the Members of organized

1468 units of the Fraternity only by a three-fourths majority of all votes cast. The vote shall be

1469 by secret ballot.

1470

1471 *Section 7. Housing Contracts.* All Chapters shall use a housing contract for each

1472 resident of the Chapter House.

1473

1474 **ARTICLE 67 -- REQUIREMENTS FOR OFFICE**

1475

1476 *Section 1. Knowledge of Duties.* Officers of organized units of the Fraternity shall be

1477 required to become familiar with the Laws of the Fraternity and no officer shall be

1478 installed until he has signed a statement to the effect that he has read and is familiar with

1479 the Laws of the Fraternity and with the duties pertaining to his Office.

1480

1481 *Section 2. Qualification for Office.* Officers of Active Chapters shall not be on probation

1482 in the School at which the Chapter is located and any officer being placed on probation

1483 shall automatically forfeit the right to continue his Office.

1484

1485 **ARTICLE 68 -- SCHOLARSHIP**

1486

1487 *Section 1. Requirement for Initiation.* Before the initiation of any candidate, the

1488 Chapter shall secure an official statement from the College officials indicating that the

1489 scholarship requirement of an average equal to that required for graduation in all work

1490 up to the present term has been met. This statement shall be sent to the Province and

1491 Chapter Councilors with the Report of the Initiation and no person shall be considered a

1492 member until this has been complied with.

1493

1494 *Section 2. Scholarship Reports.* Each Chapter shall render to the Grand President, the

1495 Executive Secretary and the Province and Chapter Councilors a report which shall show

1496 the scholarship standing of each member and pledge of the Chapter, together with the

1497 rating of the entire Chapter, this report to be rendered as soon after the end of each term

1498 as the information is available. Where a comparative rating with other organizations is

1499 available, a copy of this shall also be sent to the Grand President, the Executive Secretary

1500 and the Province and Chapter Councilors.

1501

1502 *Section 3. Probation.* Any Chapter in which more than fifty percent of the members fail

1503 to meet the average required for graduation shall be placed on probation and shall

1504 remain on probation until their scholarship has been raised above this level.

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ARTICLE 69 -- GENERAL RESPONSIBILITIES

Section 1. Chapter Photographs. During the Fall term of each academic year, each Active Chapter shall have a photograph of the members taken, a copy of which shall be sent to the Communications Director for filing.

Section 2. Photographs of National Officers. Every member of the Supreme Council, and any other National Officer holding office for more than one year, shall be required to send a photograph of himself to the Communications Director for filing.

Section 3. Member's Responsibility. While the Fraternity will make an effort to keep on file the correct address of every member, the Fraternity cannot assume responsibility for failure of the mail, regardless of what nature, including publications for which the member has paid, unless the member keeps the Circulation Manager informed of his correct permanent address.

Section 4. Right to CASTLE and STAR. The Fraternity reserves the right to request members to state whether or not they desire to continue the receipt of the *CASTLE* and *The STAR*, and to remove their names from the mailing list if they reply that they do not want the publications or if no reply is received. The removal of a name from the mailing list does not prevent such member later having his name replaced on the mailing list.

Section 5. Chapter Rosters. Each Active and Alumni Chapter shall review the Chapter's membership directory furnished by the National Office and submit a list of any permanent address changes of members to the Circulation Manager by October first of each year.

Section 6. Campus Politics. The Fraternity is not a political organization and shall not, as an organization, enter into campus politics. While the Chapters may support certain candidates, no member of the Fraternity shall be bound to support such candidate.

ARTICLE 70 -- DISSOLUTION OF THE FRATERNITY

Section 1. Property Distribution. Upon dissolution of the Fraternity, its remaining property or proceeds and the balance of any money and other property received by the Fraternity from any source, including its operations after the payment of all debts and obligations of the Fraternity shall, shall to the approval of a Justice of the Supreme Court of the State of California, be paid to the Sigma Phi Delta Foundation, a separate not-for-profit educational foundation, or be distributed to organizations organized to promote the purposes qualified under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954, and regulations pertaining thereto as such sections are amended from time to time.

TITLE XVIII -- AMENDMENTS TO THE STATUTORY CODE

ARTICLE 71 -- PROCEDURE

1552 *Section 1. Amendment or Repeal.* The Statutory Code or any part of it may be repealed,
1553 amended, or added to by a majority vote of the General Convention or by a three-fourths
1554 vote of the Supreme Council.
1555

1556 *Section 2. Codification.* After each regular session of the General Convention, the
1557 changes in the Statutory Code shall be embodied in their proper positions, and Sections
1558 and Articles shall be renumbered when necessary. The Grand President shall appoint a
1559 Committee to do this, the names of the Committee Members being approved by the
1560 General Convention.
1561

1562 *Section 3. Repeal.* This Statutory Code rescinds and repeals all previous Statutory Codes
1563 and all other Laws, By-laws, and Statutes of the Fraternity not in accordance therewith.
1564

1565 *Section 4. Third General Convention.* This Code was revised and approved at the
1566 General Convention of September 1 and 2, 1931, at Fargo, North Dakota, Epsilon Chapter
1567 as Host.
1568

1569 *Section 5. Seventh General Convention.* At the Seventh General Convention, held in
1570 Chicago, Illinois, ending on January 4, 1948, with Iota Chapter as Host, a Committee,
1571 with suggestions from the several Chapters, revised the Statutory Code. It was approved
1572 by the Fraternity on November 1, 1948, and went into effect at that time.

1573 *Section 6. Eighth General Convention.* The Statutory Code was revised by a Committee
1574 appointed by the Grand President at the Eighth General Convention, which ended
1575 September 3, 1949, at Los Angeles, California, Alpha Chapter as Host. The revisions
1576 became effective on January 1, 1950.
1577

1578 *Section 7. Ninth General Convention.* The Statutory Code was revised by a Committee
1579 appointed by the Grand President at the Ninth General Convention, which ended
1580 September 5, 1951, at Vancouver, British Columbia, Theta Chapter as Host. The revised
1581 Code became effective on January 1, 1952.
1582

1583 *Section 8. Tenth General Convention.* The Statutory Code was revised by a Committee
1584 appointed by the Grand President at the Tenth General Convention, which ended
1585 September 5, 1953, at Detroit Lakes, Minnesota, Epsilon Chapter as Host. The revised
1586 Code became effective on January 1, 1954.
1587

1588 *Section 9. Eleventh General Convention.* The Statutory Code was revised by a
1589 Committee appointed by the Grand President at the Eleventh General Convention, which
1590 ended September 3, 1955, at Milwaukee, Wisconsin, Eta Chapter as host. The revised
1591 Code became effective on January 1, 1956.
1592

1593 *Section 10. Twelfth General Convention.* The Statutory Code was revised by a
1594 Committee appointed by the Grand President at the Twelfth General Convention, which
1595 ended September 7, 1957, at Hamilton Lake, Indiana, Kappa Chapter as Host. The
1596 revised Code became effective on January 1, 1958.
1597

1598 *Section 11. Fourteenth General Convention.* The Statutory Code was revised by a
1599 Committee appointed by the Grand President at the Fourteenth General Convention,
1600 which ended September 2, 1961, at Oak Park, Illinois, Delta Chapter as Host. The revised
1601 Code became effective on January 1, 1962.
1602

1603 *Section 12. Sixteenth General Convention.* The Statutory Code was revised by a
1604 Committee appointed by the Grand President at the Sixteenth General Convention,
1605 which ended September 4, 1965, at Winnipeg, Manitoba, Xi Chapter as Host. The revised
1606 Code became effective on January 1, 1966.

1607
1608 *Section 13. Seventeenth General Convention.* The Statutory Code was revised by Mail
1609 Ballot in November 1966, and the changes became effective on January 1, 1967. The
1610 Statutory Code was revised by a Committee appointed by the Grand President at the
1611 Seventeenth General Convention, which ended September 1, 1967, at Los Angeles,
1612 California, Alpha Chapter as Host. The revised Code became effective on January 1,
1613 1968.

1614 *Section 14. Nineteenth General Convention.* The Statutory Code was revised by a
1615 Committee appointed by the Grand President at the Nineteenth General Convention,
1616 which ended September 4, 1971, at Milwaukee, Wisconsin, ETA Chapter as Host. The
1617 revised Code became effective on January 1, 1972.

1618
1619 *Section 15. Twentieth General Convention.* The Statutory Code was revised by a
1620 Committee appointed by the Grand President at the Twentieth General Convention,
1621 which ended September 1, 1973, at Moorhead, Minnesota, Epsilon Chapter as Host. The
1622 revised Code became effective on January 1, 1974.

1623
1624 *Section 16. Twenty-First General Convention.* The Statutory Code was revised by Mail
1625 Ballot on December 1, 1974, and the changes became effective on January 1, 1975. The
1626 Statutory Code was revised by a Committee appointed by the Grand President at the
1627 Twenty-first General Convention, which ended August 30, 1975, at Los Angeles,
1628 California, Alpha Chapter as Host. The revised Code became effective on January 1, 1976.

1629
1630 *Section 17. Twenty-Second General Convention.* The Statutory Code was revised by a
1631 Committee appointed by the Grand President at the Twenty-second General Convention,
1632 which ended September 3, 1977, at Peoria, Illinois, Rho Chapter as Host. The revised
1633 Code became effective on January 1, 1978.

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1635 *Section 18. Twenty-Third General Convention.* The Statutory Code was revised by a
1636 Committee appointed by the Grand President at the Twenty-third General Convention,
1637 which ended September 1, 1979, at Angola, Indiana, Kappa Chapter as Host. The revised
1638 Code became effective on January 1, 1980.

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1640 *Section 19. Twenty-Fourth General Convention.* The Statutory Code was revised by a
1641 Committee appointed by the Grand President at the Twenty-fourth General Convention,
1642 which ended September 5, 1981, at Daytona Beach, Florida, Pi Chapter as Host. The
1643 revised Code became effective on January 1, 1982.

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1645 *Section 20. Twenty-Fifth General Convention.* The Statutory Code was revised by a
1646 Committee appointed by the Grand President at the Twenty-fifth General Convention,
1647 which ended September 3, 1983, at Urbana, Illinois, Delta Chapter as Host. The revised
1648 Code became effective on January 1, 1984.

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1650 *Section 21. Twenty-Sixth General Convention.* The Statutory Code was revised by a
1651 Committee appointed by the Grand President at the Twenty-sixth General Convention,
1652 which ended August 31, 1985, at Vancouver, British Columbia. The revised Code became
1653 effective on January 1, 1986.

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Section 22. Twenty-Seventh General Convention. The Statutory Code was revised by a Committee appointed by the Grand President at the Twenty-seventh General Convention, which ended September 5, 1987, at Milwaukee, Wisconsin, ETA Chapter as Host. The revised Code became effective on January 1, 1988.

Section 23. Special Legislation. The Statutory Code was amended by action of the General Convention by Mail Ballot on June 20, 1998. The revised Code became effective on June 20, 1988.

Section 24. Revision and Reprinting. The Statutory Code was revised by action of the Supreme Council in Chicago, Illinois, on February 19, 1993, to eliminate obsolete portions and phrases. The revised Code became effective on June 30, 1993.

Section 25. Thirty-Second General Convention. The Statutory Code was amended by action of the General Convention by Mail Ballot on November 1, 1997. The revised Code became effective on January 1, 1998.

Section 26. Thirty-Third General Convention. The Statutory Code was amended by action of the General Convention by Mail Ballot on December 15, 1999. The revised Code became effective on January 1, 2000.

Section 27. Chapter Inspections. The Statutory Code was revised by action of the Supreme Council at its online meeting on August 28, 2001, to bring Section 159 in conformance with the Risk Reduction Policy. The revised Code became effective on that date.

Section 28. Thirty-Fourth General Convention. The Statutory Code was amended by action of the General Convention by Mail Ballot on October 1, 2002. The revised Code became effective on January 1, 2003

Section 29. Thirty-Fifth General Convention. The Statutory Code was amended by action of the Thirty-Fifth General Convention, which ended on July 26, 2003, at Urbana, Illinois, Delta Chapter as Host. The revised Code became effective on that date.

Section 30. Sixth Joint Province Convention. The Statutory Code was amended by action of the General Convention at the Sixth Joint Province Convention, which ended on July 29, 2006, at Elk Grove Village, Illinois. The revised Code became effective on that date.

Section 31. Revision and Reprinting. The Statutory Code was revised by action of the Supreme Council in Mansfield, Texas, on April 4, 2009, to modify the apportionment of Chapter funds, eliminating obsolete accounts. The revised Code became effective on April 4, 2009.

Section 32. Revision and Reprinting. The Statutory Code was revised by action of the Supreme Council, on October 19, 2009, to finalize the modification the apportionment of Chapter funds and to renumber the sections. The renumbering of the sections allows only future affected sections to be renumbered, instead of all sections susceptible to being renumbered. The revised Code became effective on October 19, 2009.