



Sigma Gamma Rho Sorority, Incorporated

Iota Psi Chapter

Bylaws

Preamble

The Bylaws of the Iota Psi Chapter of Sigma Gamma Rho Sorority, Incorporated, are subordinate to and are in agreement with the Regional Bylaws and the International Constitution and Bylaws.

These Bylaws may be amended by 2/3 vote of those eligible to vote and present at a regular session meeting of any sorority year.

Article 1: Name

The name of this organization shall be the Iota Psi Chapter of Sigma Gamma Rho Sorority, Incorporated, chartered in Ann Arbor, Michigan at the University of Michigan, Ann Arbor on April 12, 1980. The organization shall be hereafter referred to as "The Chapter."

Article 2: Purpose

The purpose of the Iota Psi Chapter of Sigma Gamma Rho Sorority, Incorporated is to implement and support the international programs, missions, aims, and ideals of Sigma Gamma Rho Sorority, Incorporated. The chapter shall provide community service to the University of Michigan and metropolitan Detroit area communities, demonstrate leadership, and provide resources for development and progress. The chapter shall act in accordance with the Constitution & Bylaws of Sigma Gamma Rho Sorority, Incorporated and the policies and procedures of the University of Michigan, Ann Arbor.

Iota Psi Chapter of Sigma Gamma Rho Sorority, Incorporated. is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by university policy for gender specific organizations.

Upon joining the organization, all members agree not to undermine the purpose or mission of Iota Psi Chapter of Sigma Gamma Rho Sorority, Incorporated.

Article 3: Membership

Section 1 Undergraduate Membership

Candidates for membership must meet the criteria outlined by the national bylaws of the Sorority, as well as the policies and procedures of the University of Michigan, Ann Arbor.

1. Members of the Chapter must maintain a minimum cumulative grade point average of 2.5. One semester of a GPA below 2.5 will result in inactive membership, unless determined otherwise by the graduate chapter advisor.
2. Organization must offer academic support to members through programming, tutoring, and mentoring.
3. Students are not eligible to join such an organization until they have completed one semester of full time academic work at the University of Michigan, Ann Arbor.

Section 2 Rights of a Member

Each member that is financial and in good standing is entitled to the rights outlined in the National and Chapter bylaws.

Section 3 Attendance

Chapter members must attend all meetings on specified dates and times that are scheduled in advance.

1. Notice of meeting must be provided from the Basileus to the chapter at least two days in advance.

Section 4 Inactive Membership

Inactive membership is not a true reflection of the sorority's aim and mission to further promote academic excellence and greater progress in the community. It may come as a result of a member not being financial, not maintaining the minimum GPA requirements, disciplinary measures, or other actions determined by nationals or the graduate chapter advisor to be unconstitutional. Taking into account the gravity and nature of the behavior and how it does not aid the chapter with its mission nor strive to excel and uphold the sorority name, inactive sorors can do none of the following:

1. Serve as an active officer
2. Vote
3. Wear sorority paraphernalia (lest it be worn at a Sigma Gamma Rho sponsored event or community service event).
4. Attend parties hosted by collegiate institutions, or other Greek organizations.

As inactivity should not be a permanent state, inactive sorors must also must attend two 1-hour study sessions each week with at least 50% of active sorors in attendance, and provide bi-monthly updates to advisor, to discuss academic progress. Inactivity may be lifted by advisor if midterm GPA is at least 2.5.

Article 4: Elected Officers

Section 1 *Chapter Officers and Committees*

The officers of the Chapter shall be:

Basileus (President)
Anti-Basileus (Vice President/Membership Chair)
Anti-Grammateus (Secretary)
Grammateus (Financial Secretary)
Tamiochus (Treasurer)
Epistoleus (Historian)
Parliamentarian

Chapter Committees shall be:

Community Service
Social
Fundraising Chair

Section 2 *Candidate Qualifications*

All officer candidates must possess executive ability and be financial at the local, regional, and international levels. In addition to these requirements:

Candidates for the office of Basileus must:

1. Attended at least one Regional Conference prior to office

Candidates for the office of Anti-Basileus must:

1. Be TORCH trained and certified; primary contact for interests.

Candidates for the Office of Grammateus must:

1. Have clerical ability and knowledge of bookkeeping

Candidates for the office of Anti-Grammateus must:

1. Have clerical skills and an understanding of recording minutes

Candidates for the office of Tamiochus must:

1. Have clerical ability and knowledge of bookkeeping

Candidates for the office of Epistoleus must:

1. Have good writing skills, public relations, and communication skills
2. Maintain Chapter scrapbook and history

Candidates for the office of Parliamentarian must:

1. Familiarize themselves with Robert's Rules of Order and have access to the common law at each voting meeting.

To be considered for the position of Community Service Chair, members must:

1. Be mission motivated and have good communication and leadership skills.

To be considered for the position of Social Chair, members must:

1. Be friendly, outgoing, and approachable. visible at a variety of social events.

To be considered for the position of Fundraising Chair, members must:

1. Have an understanding and plan for raising funds to support chapter initiatives.

Section 3 Officer & Committee Chair Duties

Basileus (President)

- To preside at all meetings of the chapter, to execute all chapter programs, to be the external representative for all outside individuals and organizations, to work in close relationship with the grad chapter advisor, to appoint committees, to countersign all orders of disbursement of chapter funds.

Anti-Basileus (Vice President/Membership Chair)

- To preside over chapter meetings in the absence of the president, to work closely with the president in all endeavors, to serve as the intake chair, to be the educational director of the new members,

Anti-Grammateus (Secretary)

- To take minutes at meetings, to send a copy of the meeting minutes to the graduate advisor before the next chapter meeting, to send out emails about upcoming programs and other activities, to keep track of correspondence between undergrad and grad chapters, to report chapter correspondence during the meeting, to keep chapter files and the chapter binder for the year, to print and copy flyers for programs.

Grammateus (Financial Secretary)

- To collect dues, fines, and all other monies into the chapter. Work with the Tamiochus to ensure all funds are accounted for and report financial status to the chapter at meetings.

Tamiochus (Treasurer)

- To report weekly balances from SOAS and chapter accounts, to keep invoices and receipts, to keep up with reimbursements, to complete and distribute funding proposals. Write the budget for the sorority year.

Epistoleus (Historian)

- To update the chapter website monthly, to update the scrapbook, to take pictures at programs and during community service events, to save a flyer from each event/program for the scrapbook.

Parliamentarian

- Responsible for knowing Robert's Rules of Order, to have bylaws available at each chapter meeting, to keep the flow of the meeting, to update bylaws if necessary, to be familiar with the chapter bylaws.

Community Service Chair

- To actively search for and secure opportunities for community service (weekly), to report NPHC community service events to the chapter, to propose community service options to the chapter weekly.

Social Chair

- To be the liaison between us and other organizations on campus, to schedule mixers, to build and facilitate new relationships with organizations on campus with which we have not partnered with yet.

Fundraising Chair

- To plan and execute two major fundraisers a year, to actively search for fundraisers and to present fundraising options to the chapter at least twice per month.

Article 5: Nominations and Elections

Elections for Chapter officers should take place upon the end of each academic year. Nominations will be accepted and determined at the first April business meeting. The nominee must be a qualified financial member in good standing with both the Sorority and University.

1. New members cannot run for Basileus or Anti-Basileus positions, unless the following conditions are applicable:
 - a. *All current members graduate*
 - b. *No current chapter on campus*
 - c. *The Advisor determines otherwise*
2. In the case of vacancy of an elected position prior to the end of the term, a special election will be held to fill the vacancy.
 - a. If the vacancy is that of a committee chair, the Basileus will appoint and replacement.

Article 6: Voting

Members who are financial on all levels and in good standing with the Sorority are entitled to vote.

Article 7: Fines

A fine \$7.22 shall be imposed upon any member who commits the following occurrences. Check and cash are accepted only.

1. Unexcused absence at sorority sponsored programs or business meetings
2. Improper dress at business meetings
3. Speaking out of turn, causing disorder during the course of the meeting
4. Arriving more than five minutes later than the scheduled start time of the meeting.

Article 8: Financial Obligations

Section 1 National & Regional Fees

1. All national and regional fees must be paid to the Grammateus on a predetermined date, according to the Sorority guidelines.

Section 2 Chapter Dues

1. Chapter dues of \$25.00 are due at every initial semester meeting. Dues paid to the Chapter are non-refundable.
2. If dues are not paid by the first business meeting of each semester, member is deemed inactive unless reason has been previously discussed with Basileus and Tamiochus.

Article 9: Meetings

Section 1 Business Meetings

1. Chapter business meetings are to be held weekly on a day agreed upon as most convenient for the current chapter members.
2. Time and date established at the beginning of academic year, only being changed by a vote.
3. Chapter members shall adhere to meeting agenda unless otherwise determined by a vote.
4. Members should dress in the appropriate business attire.
 - a. No sweatpants, soiled, or tattered attire is to be worn.

5. Members must contact Basileus/Advisor at least 1 hour in advance if going to be late, or one day in advance if going to be absent.
6. Members must respect fines in Article 7 for any ill behavior.

Article 10: Delegates

As required by the National and Regional guidelines, the Chapter shall send delegates to Area, Regional, and National meetings. The appointed delegate and alternate registration fee will be paid from the chapter funds.

Article 11: Programming

Section 1 Goals

Programming is the hallmark of our sorority's mission. We establish programs to promote the betterment of our community educationally, civically, and economically.

1. At least one community service project must be done per month.
2. Calendar must be established at least one month before the semester begins.
3. At least one national project should be sponsored per academic year.

Section 2 Expectations

1. The program chair and/or co-chair(s) must arrive at the program at least 30 minutes before its scheduled start time unless otherwise approved by the Basileus.
2. All chapter members must arrive at the program at least 20 minutes before the scheduled start time of a program.
3. Support surrounding chapter's programs and activities.
4. Support other NPHC organization's programs when possible.

Section 3 Publicity

1. All promotional materials must include Sorority's mission statement.
2. All publications must reference contact information for the sorority member in charge of event.
3. At least one copy of promotional material must be retained in the Chapter scrapbook for future reference.

Article 12: Amendments

Any member may propose amendments to the bylaws by presenting a written proposal to the Basileus. The member proposing the amendment must then make a motion and present the amendment to chapter during the following chapter meeting. Another soror present at the meeting must second the motion before it is carried forth to a vote. Two-thirds vote of present, financial members is needed to pass the motion.

1. Bylaws are to be reviewed at the beginning of each Fall and Winter semester.

Article 13: Sorority Protocol / Etiquette

It is necessary to always reflect the Sigma Image and adhere to our pledge to conduct ourselves in a professional and sophisticated manner. Hence, a soror must adhere to the following:

1. No cursing, drinking, or smoking is allowed while wearing the sorority letters.
2. No more than three articles of pari must be worn at one time
3. Must not wear letters at a bar or club

Article 14: Disciplinary Actions

1. It is the intent of the sorority to treat each member fairly and justly in all matters, especially in matters that can adversely affect a member's membership status or rights.
2. No disciplinary action shall be taken against a financial member, chapter, or officer until such has been served with written special charges by certified mail, given at least 30 days to prepare a defense, and offered an opportunity for a fair hearing.
3. All members serving on Hearing Panels must be financial and certified in the sorority's current membership intake process.
4. Member accused of violating the sorority's Code of Conduct will be subject to hearing by her peers, at which time the Hearing Panel will determine the punishment of the member (suspension or expulsion).
5. Officers accused of violating the chapter's bylaws or the sorority's Code of Conduct will be subject to a hearing by her peers, at which time the Hearing Panel will determine the punishment of the member (removal from office, suspension, or expulsion).