

Kappa Psi Pharmaceutical Fraternity, Inc.

Gamma Rho Chapter

By-Law XVII

Local Chapter Ordinances

Ordinance 1: Title

- Sec. 1. This Chapter shall be known as Gamma Rho Chapter, hereinafter referred to as the Chapter, according to the Charter granted by Alpha Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, hereinafter referred to as the Fraternity, under the date of February 16, 1948.
- Sec. 2. No additions to By-Law I, Sec. 2.

Ordinance 2: Membership

Sec. 1. A Member in good standing in the Chapter is defined as: having all dues paid as indicated in Ordinance 11, having attended the two (2) monthly Chapter meetings as indicated in Ordinance 10, having attended one (1) professional, one (1) social, one (1) fundraising, and one (1) community service activity each semester as documented and recorded by the respective Officer. Any Member not completing his/her professional, social, fundraising, and community service activities can replace this obligation with a payment of five dollars (\$5.00) per each required event missed not to exceed twenty dollars (\$20.00). Members who do not fulfill these requirements shall be placed on probation. The probation is complete when the Member makes up his or her professional, social, fundraising, and community service obligation. While fourth year professional Members will be exempt from attending monthly meetings and from fulfilling professional, social, fundraising, and community service activities, they are highly encouraged to attend. Any Member who believes that he/she has been unjustly fined may appeal to the Chapter. The Chapter may uphold or overturn fines by a quorum vote. Fines and penalties may be worked off by the delinquent Members at the discretion of three of the four following Officers: Regent, Sergeant At Arms, Treasurer, and the Vice Regent overseeing the penalized activity. The request for this option must be submitted in writing and include ways to pay back the Chapter. The Chapter will then vote on what activities will be required to pay back the fine. At the end of the semester, the Secretary shall give notice to the Sergeant-at-Arms of any members not meeting their requirements.

Ordinance 3: Election of Members

- Sec. 1. A prospective member must be currently enrolled in the College of Pharmacy. A prospective member must have attended the Informational meeting that is given by the Chapter before participating in any rush activities or being eligible for pledge

training. In the event that a prospective member misses the Informational meeting and wants to pledge that season, they will be allowed to pledge if the majority (50% +1) of the active Chapter members agree. A formal vote regarding the continuation of a prospective member's involvement in the pledge period is set for the Chapter meeting prior to Pledge Week. Any Member in good standing can call a vote prior to a former vote. Any Member wishing to be a "pledge parent" must have a zero balance and must not have been on probation during the current semester.

- Sec. 2. The eligibility of a Member to participate in the pledge-training period is as follows: Members will be required to have a balance below one-hundred dollars (\$100.00) by the first night of pledging in order to actively participate in pledge meetings. Members on probation will be allowed to participate in pledging activities if, and only if, a payment plan has been agreed upon by the delinquent Member and Treasurer by the night of the second yearly meeting and the first payment must be made no later than this time. Missing any scheduled payment will result immediately in dismissal from pledging activities for the remainder of the current pledge season.

Ordinance 4: Officers and Order of Election

- Sec. 1. The Officers of the Chapter and Order of Election shall be: Regent, First Vice-Regent, Second Vice-Regent, Secretary, Treasurer, Chaplain, Historian, Sergeant-at-Arms, Academic Coordinator, and Grand Council Deputy.

Ordinance 5: Qualification, Election and Installation of Officers

- Sec. 1. A Member must have a cumulative 2.5 grade point average in pharmacy school in order to hold these positions. Only Active Members shall be considered for nomination to office. Nominations will be held during the last Chapter meeting in the month of March. Investigation of all nominees to determine standing shall be performed prior to voting and the status of all nominees will be made known to the Chapter prior to voting. A meeting for elections will be held in the month of April, a minimum of fourteen (14) days after nominations are accepted.
- Sec. 2. No additions to By-Law V, Sec. 2.
- Sec. 3. No additions to By-Law V, Sec. 3.
- Sec. 4. The installation of Officers shall be conducted at the meeting immediately following elections in the month of April.
- Sec. 5. No additions to By-Law V, Sec. 5.
- Sec. 6. No additions to By-Law V, Sec. 6.
- Sec. 7. No additions to By-Law V, Sec. 7.

Ordinance 6: Duties of Officers

Sec. 1. The Regent shall serve as the one of the Chapter's two representatives at meetings of the Student Pharmacists Council. The Regent and the Secretary will be responsible for reporting to the Chapter all events taking place in the College of Pharmacy. In the event the Regent cannot attend a meeting of the Student Pharmacists Council, he/she shall appoint another Officer in good standing to serve as the representative of the Chapter. He/She shall preside over all Chapter meetings and prepare a written agenda. He/She shall set a meeting calendar and mediate intra-fraternal problems. He/She shall appoint ushers and hosts for the College of Pharmacy graduation ceremony. He/She shall coordinate the Chapter budget with the Treasurer. He/She shall serve as the liaison with faculty advisor and appoint all non-elected chairmen. He/She shall also represent the Chapter at all required College of Pharmacy functions.

Sec. 2. In the event of the death, resignation, or removal of the Regent, the Chapter will formally vote according to By-Law V, Section 2, to determine which Vice Regent shall hold the office of Regent

Subsection A: The First Vice Regent works closely with chairs, of the following committees: Executive, Judiciary, Legislative, Scholarship, Graduate Relations, Social, and Risk Management.

Subsection B: The Second Vice Regent shall head the Pledging Committee; which oversees all pledging activities. This shall include obtaining names of potential Members, organizing rush functions, planning the program for rush dinner, and assisting the Sergeant-at-Arms with the pledge program. He/She shall be the authority at initiation night. He/She shall also be responsible for ordering all membership and pledge materials for new pledges from The Central Office of the Fraternity.

Sec. 3. The Secretary shall record the minutes at all general meetings of the Chapter and distribute the minutes of each meeting out to all Members via electronic mail. The Secretary shall serve as one of the Chapter's two representatives at meetings of the Student Pharmacists Council. The Regent and the Secretary will be responsible for reporting to the Chapter all events taking place in the College of Pharmacy. In the event the Secretary cannot attend a meeting of the Student Pharmacists Council, he shall appoint another Officer in good standing to serve as the representative of the Chapter. He/She shall monitor, document, and enforce along with the Sergeant-At-Arms the requirements of Ordinance 2. The Secretary is obligated to give notice of any Members through the Sergeant-At-Arms if they are not meeting their professional, social, fundraising, and community service requirements and provide adequate time for the completion of the obligations. The Secretary will keep all charges on file for the duration of the Member's active status as a Member of the Fraternity.

Sec. 4. No additions to By-Law VI, Sec. 4.

- Sec. 5. No additions to By-Law VI, Sec. 5.
- Sec. 6. No additions to By-Law VI, Sec. 6.
- Sec. 7. The Historian shall be in charge of updating the Chapter's glass case located on the basement floor of the Pharmacy/Nursing Building. Recruitment of Members to help update the glass case shall be at the discretion of the Historian.
- Sec. 8. The Chaplain must be prepared, at all times, to lead the Chapter in its Spiritual exercises. He/She must keep in mind that our Fraternity is composed of Members of all religious faith, and that any devotional exercise must accommodate all faiths. He/She is responsible for the security and preservation of the Ritual of the Fraternity at formal meetings, initiations, and other times the Ritual is to be performed. He/She is directly responsible for Ritual books and paraphernalia with regard to their availability and security. He/She is also responsible for organization and rehearsal of ritual teams for initiation ceremonies. All other aspects of a religious, spiritual, or Ritual nature are under this office. He/She shall hold an informational meeting after initiation to review the ritual and address any questions new Members may have.
- Sec. 9. The Sergeant at Arms is responsible for the pledge-training program as a part of the Pledging Committee. His/Her duties include educating the pledges with regard to the history and concepts of the International Fraternity and the Chapter. He/She will administer examinations necessary to assure the Chapter that the Pledges have learned appropriate Fraternity and Chapter information. He/She is also responsible for the institution and completion of pledge projects. He/She will work closely with the Second Vice Regent in obtaining pledge classes, and with the Chaplain in the planning of initiation ceremonies. He/She shall work with the Secretary in enforcing the requirements of Ordinance 2. The Sergeant-At-Arms shall notify Members who are delinquent in completing their activities by formal letter of any fines and the next semester's requirements. The formal letter will be delivered in the Members mailbox located on the basement floor of the Pharmacy/Nursing Building. Any fines assessed by the Chapter will be given by the Sergeant-at-Arms to the Secretary to keep on file for the duration of the Member's active status.
- Sec. 10. No additions to By-Law VI, Sec. 10.
- Sec. 11. No additions to By-Law VI, Sec. 11.
- Sec. 12. No additions to By-Law VI, Sec. 12.
- Sec. 13. No additions to By-Law VI, Sec. 13.
- Sec. 14. The Academic Coordinator shall be responsible for organizing and distributing academic materials for the first, second, and third year Members. The manner in which the materials are distributed (individual binders, CD, single binder in locker, etc.) shall be up to the discretion of the Academic Coordinator. These academic materials shall be completed by the end of the second week of the fall semester.

Ordinance 7: Committees and Their Duties

Sec. 1. No additions to By-Law VII, Sec. 1.

Sec. 2. No additions to By-Law VII, Sec. 2.

Sec. 3. No additions to By-Law VII, Sec. 3.

Sec. 4. No additions to By-Law VII, Sec. 4.

Sec. 5. No additions to By-Law VII, Sec. 5.

Sub-Sec. A. No additions to By-Law VII, Sec. 5., Sub-Sec. A.

Sub-Sec. B. No additions to By-Law VII, Sec. 5., Sub-Sec. B.

Sub-Sec. C. No additions to By-Law VII, Sec. 5., Sub-Sec. C.

Sub-Sec. D. No additions to By-Law VII, Sec. 5., Sub-Sec. D.

Sub-Sec. E. No additions to By-Law VII, Sec. 5., Sub-Sec. E.

Sub-Sec. F. The Social Committee shall plan and lead the annual Kappa Psi retreat.

Sub-Sec. G. No additions to By-Law VII, Sec. 5., Sub-Sec. G.

Sub-Sec. H. No additions to By-Law VII, Sec. 5., Sub-Sec. H.

Sub-Sec. I. No additions to By-Law VII, Sec. 5., Sub-Sec. I.

Sub-Sec. J. No additions to By-Law VII, Sec. 5., Sub-Sec. J.

Sub-Sec. K. No additions to By-Law VII, Sec. 5., Sub-Sec. K.

Sub-Sec. L. No additions to By-Law VII, Sec. 5., Sub-Sec. L.

Sub-Sec. M. No additions to By-Law VII, Sec. 5., Sub-Sec. M.

Sub-Sec. N. The Pledging Committee shall oversee all pledging activities and set the rules for that pledging period in writing and copies of the rules sent to each Member prior to the pledge period and voted upon by the Chapter. In the event of an infraction of the standing pledge rules set by the pledging committee, the infraction will be brought before the Judicial Committee, who will recommend an appropriate course of action. The Chapter will then vote upon the Judiciary Committee's recommendations.

Sec. 6. No additions to By-Law VII, Sec. 6.

Sec. 7. No additions to By-Law VII, Sec. 7.

Ordinance 8: Records

Sec. 1. No additions to By-Law VIII, Sec. 1.

Ordinance 9: Unethical Conduct

Sec. 1. No additions to By-Law IX, Sec. 1.

Sec. 2. No additions to By-Law IX, Sec. 2.

Sec. 3. No additions to By-Law IX, Sec. 3.

Ordinance 10: Meetings

Sec. 1. Two (2) meetings will be held each month: one (1) formal meeting and one informal. Members are required to at least attend the formal meeting. Times will be announced within the first month of the semester.

Sec. 2. Members may be excused from attendance for bona fide reasons including but not limited to illness, employment, family emergencies, and university functions. Excuses must be delivered to the Regent or Vice-Regent(s) twenty-four (24) hours prior to the regularly scheduled meeting unless circumstances of the absence make this unreasonable. Excuses are granted at the discretion of the Regent. If the Regent accepts the excuse, they will answer "Excused" for the member during the role call at the meeting. Members in their final year and currently on advanced pharmacy practice experiential (APPE) rotations shall not be excluded from voting rights but are excused from meetings as defined in Ordinance 14.

Sec. 3. No additions to By-Law X, Sec. 3.

Sec. 4. No additions to By-Law X, Sec. 4.

Ordinance 11: Dues

Sec. 1. Each newly elected Member shall pay the Treasurer one-hundred and twenty-five dollars (\$125.00) upon initiation. This fee is inclusive of the Grand Council Membership Fee as stipulated in the Constitution and By-Laws of the Fraternity and the semester Chapter dues for 1st year Members. 1st year members refers to the number of years active as a Member in the Fraternity.

Sec. 2. Each Member shall pay the Treasurer of the Chapter dues as follows: Members in their 2nd year shall pay one-hundred dollars (\$100.00) per year, Members in their 3rd year shall pay one-hundred dollars (\$100.00) per year, and Members in their 4th year shall pay sixty dollars (\$60.00) per year.

Sec. 3. No additions to By-Law XI, Sec. 3.

Sec. 4. No additions to By-Law XI, Sec. 4.

Sec. 5. No additions to By-Law XI, Sec. 5.

Ordinance 12: Secrecy

Sec. 1. No additions to By-Law XII, Sec. 1.

Sec. 2. No additions to By-Law XII, Sec. 2.

Ordinance 13: Ritual of Initiation

Sec. 1. No additions to By-Law XIII, Sec. 1.

Ordinance 14: Quorum

Sec.1. As those Members who are on APPE rotations cannot attend meetings and events on a regular basis, the aforementioned Members will not be counted in quorum unless they are physically present at Chapter meetings.

Ordinance 15: Parliamentary Procedures

Sec. 1. No additions to By-Law XV, Sec. 1.

Ordinance 16: Amendments (Local Chapter Ordinances)

Sec. 1. Proposed amendments to the By-Laws and Chapter Ordinances shall be submitted in writing or via electronic mail to the Regent, Secretary, and Legislative Chair. The proposed amendment to the By-Laws or Chapter Ordinances shall be moved and discussed by the members at least one meeting prior to voting. A quorum (at least 50% of Active members) must be present to vote on proposed amendments and a vote of two-thirds (2/3) in favor is required to pass the motion to amend the By-Laws.

Sec. 2. No additions to By-Law XVI, Sec. 2.

Sec. 3. No additions to By-Law XVI, Sec. 3.

Sec. 4. No additions to By-Law XVI, Sec. 4.

Reviewed and approved by the Gamma Rho Chapter on February 24, 2011.
Approved by the Legislative Committee on February 28, 2011.