

By-Law XVII

Psi Chapter Local Ordinances

Ordinance 1. Title

Sec 1. This chapter shall be known as Psi 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 October 9, 1925.

Sec 2. Psi Chapter shall abide by the applicable rules and policies of the University of Tennessee pertaining to student organizations.

Ordinance 2. Membership

Sec 1. To be a Member of Psi Chapter of Kappa Psi, a person must fulfill the following requirements: A full time pharmacy student at the University of Tennessee College of Pharmacy, be, at minimum, in their first semester of the Pharm D. program, and have an overall grade point average of 2.0.

Ordinance 3. Election of Members

Sec 1. Any person fulfilling the requirements as stated by Ordinance 2 is eligible to pledge the fraternity. Eligibility to be initiated into the fraternity will include successful completion of the following: three written questionings pertaining to information found in the pledge booklet as well as a final verbal interview, having 3 service hours with one hour being in the community, one being with the fraternity, and one being the pledge's choice, and acquiring 100 signatures from Brothers at scheduled events. They must also attend all required pledge meetings. The Chapter may change these requirements if they feel it is necessary.

Sec 2. No additions to Sec 2 of By-Law III.

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, (please define the secretaries are they Recording Secretary and Corresponding Secretary or Secretary and Assistant Secretary etc), Treasurer, Chaplain, Historian, Sergeant-at-Arms, Service Chair, Fundraising Chair, Social Chair, Alumni Liaison for the Memphis campus, and Grand Council Deputy. For the Knoxville Campus, the Officers and Order of Election shall be: Regent, Secretary-Treasurer, Social Chair, Service Chair, P3 and P4 Representatives, and Grand Council Deputy (if possible to have a GCD in Knoxville as well) with duties as stated in Ordinance 6.

Ordinance 5. Qualification, Election, and Installation of Officers

Sec 1. Nomination of Officers shall take place at the first Chapter meeting following initiation of pledges with elections taking place at the following meeting.

Sec 2. An electoral quorum shall require two-thirds of the P1 and P2 classes. P3 and P4 students in attendance will be able to vote but since they will be on advanced pharmacy practice experiential rotations their absence will not count against the two-thirds requirement.

Sec 3. There will be video conference elections between the Memphis and Knoxville campuses to ensure that everyone is able to vote. The Regent in Knoxville will appoint persons to count the ballots and will report to the Regent in Memphis the number of votes for each candidate in a manner to be determined at the time of election to ensure utmost secrecy about the outcome.

Sec 4. All officers of the Chapter, except committee members, delegates to National or Provincial Conventions and Grand Council Deputy shall be elected from the undergraduate members of the Chapter. No member shall be elected or installed into office who is indebted to the Chapter, nor shall any officer who has been installed retain his office if he shall become in arrears for dues or suspended.

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

Sec 6. A member holding an office may be elected to a higher office at an election to fill a vacancy. In such an event the Chapter shall immediately elect a member to fill the office vacated by his promotion.

Sec 7. All officers shall be chosen by ballot, except where there is but one candidate elected by consent.

Sec 8. A two-thirds majority of the valid votes cast shall be required to elect. In case no candidate receives a two-thirds majority of the ballots cast, the balloting shall continue till one of them a two-thirds majority. The candidate receiving the least number of votes shall be withdrawn at each unsuccessful ballot.

Sec. 9. Nominations and elections of officers, except Delegates to National or Provincial Conventions, shall be at the fourth meeting in April of each year.

Sec 10. The tellers shall collect the ballots from each member qualified to vote. They shall count the votes and report to the presiding officer the number of votes cast for each candidate.

Sec 11. If there be any question as to the eligibility of any member to vote the matter shall be referred by the Regent to the meeting. After appropriate discussion the question shall be decided by a majority vote of those members whose qualifications are not in doubt.

Ordinance 6. Duties Of the Officers

Sec 1. In addition to the duties stated in By-Law VI, the duties of the Regent of the Psi Chapter shall include overseeing all chapter officers and ensuring their productivity, maintaining open communication lines with Province officers, National Officers, and the Central Office, checking the chapter's email account weekly, communicating regional and national news to the chapter, making sure all deadlines for forms are met, attending all Province and National meetings while in office, organizing, preparing, and submitting chapter of the year form in a timely manner, reviewing the form from the previous year once a semester with the committee to establish improvements for the chapter to work on, and establishing committees for review of the bylaws annually. Other duties for the Regent include establishing all other committees, calling

EC meetings at least every two weeks and chapter meetings monthly, meeting with the treasurer and GCD to establish due dates for all membership dues and go over brothers in bad standing, ensuring the use of ritual during meetings. The Regent shall always make each decision with the best interest of the chapter in mind.

Sec 2. In addition to the duties stated in By-Law VI, the duties of the Vice Regents of the Psi Chapter shall include: aiding the social chairs in preparing and planning rush events, organizing and overseeing all activities of or relating to Rush and the Pledge period. They must also aid the Regent in obtaining and organizing information for Chapter of the Year forms, and in preparing slide shows for chapter, regional, and national meetings. They must also perform the duties of the Regent in his or her absence.

Sec 3. In addition to the duties stated in By-Law VI, the duties of the Secretaries shall include maintaining the bulletin board outside A104 in the GEB at least monthly, turning in all scholarship forms to the Central Office at the end of each semester, putting all meeting minutes in the proper format, file them, and keep them accessible, aiding the Regent in collecting chapter of the year information, updating the membership roster each semester, and maintaining the listservs.

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

Sec 5. In addition to the duties stated in By-Law VI, the duties of the Treasurer shall include paying the bills on time every month without fail, giving the Regent all statements concerning the housing fund, and ensuring that the proper tax forms are filed before April 15.

Sec 6. No additions to Sec 6 of By-Law VI.

Sec 7. In addition to the duties stated in By-Law VI, the Historian shall also handle all responsibilities associated with the chapter's composite picture.

Sec 8. No additions to Sec 8 of By-Law VI.

Sec 9. In addition to the duties stated in By-Law VI, the Sergeant at arms shall also guard the door and maintain order at chapter meetings, organize security and maintain order at all social events, and organize clean up at the house after social events.

Sec 10. No additions to Sec 10 of By-Law VI.

Sec 11. No additions to Sec 11 of By-Law VI.

Sec 12. No additions to Sec 12 of By-Law VI.

Sec 13. No additions to Sec 13 of By-Law VI.

Sec 14. Service Chairs shall coordinate communication with and fundraising for the Make-A-Wish foundation, actively seek opportunities to serve the greater Memphis area, and organize at least 3 service events per semester.

Sec 15. Fundraising Chairs shall actively seek new ways to raise funds for the chapter and organize at least 3 fundraisers per semester.

Sec 16. Social Chairs shall plan and reserve all venues and events for rush as well as line up corporate sponsors for all rush events. They must also plan, reserve, and coordinate all social events with at least one event per month. They must also correspond with Knoxville social chair for at least one joint social event per semester.

Sec 17. Alumni Liaison must keep an open communication with all Alumni to inform them of all upcoming events, projects, and any relevant information.

Sec 18. Knoxville Officers will include Associate Regent, Secretary/Treasurer, Social Chair, Service Chair, P3 representative, and P4 representative.

Sec 18. A. Associate Regent will have to following obligations and duties: fulfill all of the Regent duties on the Knoxville campus (except for correspondence with headquarters) as

stated in By-Law VI Sec 1., coordinate with Regent in Memphis on meetings, and keep all students in Knoxville of news, events, etc.

Sec 18. B. The Secretary/Treasurer will fulfill all of the duties of the Secretary as stated in By-Law VI Sec 3. as well as duties of the Treasurer as stated in Sec 5. Of By-Law VI. in Knoxville.

Sec 18. C. The Social Chair will fulfill all of the social chairs duties in Knoxville (except for Rush) as stated in Sec 16. Of By-Law VI as well as correspond with the Memphis social chairs for at least one joint event per semester.

Sec 18. D. The Service chair shall fulfill all of the service chair's duties as stated in Sec 14. Of By-Law VI in Knoxville as well as communicate and assist the fundraising chair with orders for students on the Knoxville campus.

Sec 18. E. The P3 representative will keep brothers in the P3 class, who are on rotations, informed of any news, events, etc. as well as serve as a liaison between the P3 class in Knoxville and the Executive Council.

Sec 18. F. The P4 representative will keep brothers in the P4 class, who are on rotations, informed of any news, events, etc. as well as serve as a liaison between the P4 class in Knoxville and the Executive Council.

Ordinance 7. Committees and their Duties

No Additions to By-Law VII.

Ordinance 8. Records

No Additions to By-Law VIII.

Ordinance 9. Unethical Conduct

No Additions to By-Law IX.

Ordinance 10. Meetings

Sec 1. The Psi Chapter shall hold regular chapter meetings at least once a month with the Executive Council meeting every two weeks.

Sec 2. No monetary fine shall be levied for absence from any regular meeting. However, extra service hours or other form of punishment may be given if deemed necessary by the Executive Council.

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

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

Ordinance 11. Dues

Sec 1. No additions to Sec 1 of By-Law XI.

Sec 2. Each member of the Psi Chapter shall pay to the Treasurer dues in an amount to be determined each year by the Treasurer and Regent. The amount, along with the budget, must be presented to and approved by Executive Council before the beginning of the fall semester.

Sec 3. No addition to Sec 3 of By-Law XI.

Sec 4. No addition to Sec 4 of By-Law XI.

Sec 5. No addition to Sec 5 of By-Law XI.

Sec 6. Breakdown of Dues from Knoxville to Memphis campus

P2 Fall- \$125/brother

- \$20 – National Office
- \$5 – Housing Corp/repairs
- \$10 - Taxes
- \$35 - Marketing/recruitment (chapter operations)
- *Memphis: \$70 Knoxville: \$55*

P2 Spring- \$125 /brother

- \$20 – National Office
- \$5 – Housing Corp/repairs
- \$10 - Taxes
- *Memphis: \$35 Knoxville: \$90*

P3 Fall - \$125/brother

- \$20 – National Office
- \$5 – Housing Corp/repairs
- \$10 - Taxes
- \$35 - Marketing/ recruitment (chapter operations)
- *Memphis: \$70 Knoxville: \$55*

P3 Spring - \$50

- \$20 – National Office
- \$10 - Taxes
- *Memphis: \$30 Knoxville: \$20*

P4 - \$40

- \$20 – National Office
- \$10 - taxes
- *Memphis: \$30 Knoxville: \$10*

Knoxville campus shall send semester payments to Memphis by October 1 and April 1 of the respective calendar year.

This breakdown shall be revised as necessary at the discretion of the executive committees on both campuses.

Ordinance 12. Secrecy

No addition to By-Law XII.

Ordinance 13. Ritual of Initiation

No addition to By-Law XIII.

Ordinance 14. Quorum

No addition to By-Law XIV.

Ordinance 15. Parliamentary Procedure

No addition to By-Law XV.

Ordinance 16. Amendments (Local Chapter Ordinances)

No additions to By-Law XVI.