

University of Illinois at Chicago College of Pharmacy Rockford Program Chapter

By-Law XVII

Local Chapter Ordinances

Ordinance 1: Title

Sec. 1. This chapter shall be known as Epsilon Rho Chapter, hereinafter referred to as the Chapter, of Kappa Psi Pharmaceutical Fraternity, Incorporated, according to the Charter granted by Alpha Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, hereinafter referred to as the Fraternity, under the date of January 28, 2012.

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

Ordinance 2: Membership

Sec. 1. A Member in good standing with the Chapter shall be a Doctor of Pharmacy student at the University of Illinois at Chicago College of Pharmacy Rockford Program and must maintain a minimum Grade Point Average of 2.5 on a 4.0 scale. Attendance at the Northern Illinois Food Bank is mandatory once per semester, provided the event is still being hosted by the Professional Relations Committee; failure to do so may result in a \$30 fine. Attendance at tutoring is mandatory at least twice per semester, provided the event is still being hosted by the Professional Relations Committee; failure to do so may result in a \$30 fine per time missed. A Professional Relations Committee event may be deemed equivalent by the Chapter Officers. The exacting of the fine in any case will be voted on by the Chapter Officers, taking into consideration the reason for the absence. The chapter may elect to utilize a point system in place of attendance at the required events. The point system used will be agreed upon by the Chapter by a two-thirds vote by members in good standing.

Ordinance 3: Election of Members

Sec. 1. The rushing process will be 2 weeks in length, which will consist of events set by both the Vice Regent and the Pledging-Rushing Committee. These events shall include, but are not limited to, informational meetings and dry social events, upon approval by the Chapter Officers. The pledging and rushing process will be no fewer than four weeks in length to ensure adequate preparation for initiation. Pledging will take place in the fall semester each year. Grades on all pledge examinations will be set at the discretion of the Vice Regent with approval of the Chapter Officers. At the conclusion of rush, an email sign up will be distributed to all students interested in pledging Kappa Psi. A vote shall be held at least one week after Midterm to determine each candidate's eligibility to proceed with the pledge process. Voting shall be completed by using the same voting procedure set forth in Sec. 2. An affirmative vote by 85% of eligible voting Members is required for a candidate to proceed with the pledge process.

Sec. 2. Voting on the election of new Members shall be completed by using the electronic ballots. The electronic clickers ballots shall be distributed and collected only by tellers appointed by the Regent. Voting will take place on Final Night. An affirmative vote by 85% of eligible voting Members is required for the election of a new Member. To be eligible for election, candidates must meet the minimum pledging requirements set by the chapter prior to Final Night including but not limited to obtaining 100% of Brother signatures.

Ordinance 4: Officers and Order of Election

Sec. 1. The Officers of the Chapter shall be: Regent, Vice Regent, Secretary, Treasurer, Historian, Chaplain, Sergeant-at-Arms, Professional Relations Chair, Social Chair, Province Planning Committee Chair and Grand Council Deputy. Officers of the Ritual shall be appointed by the Chaplain and shall serve at the pleasure of the Chaplain.

Ordinance 5: Qualification, Election and Installation of Officers

Sec. 1. Nominations for Chapter Officers will take place at the regular meetings in February and March. A member must be present at the meeting to accept his or her nomination. He or she may later decline this nomination at any time before elections. Elections will take place annually at a special meeting in the first two weeks of April. The date of this meeting will be announced at least 30 days in advance. A Member must be present to be elected into office. During elections, if fewer than two candidates exist for any office, then a brief session for further nominations will be held before voting on said office.

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

Sec. 3. Voting may be completed by using traditional paper ballots or by using the electronic clicker system. All ballots for an elected position must be cast in the same form, either all paper ballots or all electronic ballots.

Sec. 4. Officers-elect shall be installed at a date & time determined by the Chapter within 30 days of election.

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 appoint the liaison to the Illinois Graduate Chapter.

Sec. 2. The Vice Regent will be in charge of all aspects of the pledging process.

Sec. 3. If the Chapter elects to operate a website, the Secretary will construct and maintain the site. Furthermore, the Secretary will maintain contact with the Chapter's alumni.

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

Sec. 5. The Treasurer will be responsible for all Fundraising efforts of the Chapter.

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

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

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

Sec. 9. No additions to By-Law VI, Sec. 9.

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 Professional Relations Chair shall be responsible for the planning and coordination of all professional and volunteering related events for the chapter and shall head the Professional Relations Committee.

Sec. 15. The Social Chair shall be responsible for the planning and coordination of all social related events for the chapter and shall head the Social Committee.

Sec. 16. The Province Planning Committee Chair shall be responsible for the planning and coordination of all aspects of Province Meetings hosted by the Chapter and shall head the Province Planning Committee.

Ordinance 7: Committees and Their Duties

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

Sec. 2. The Chapter shall also have a Pledging-Rushing Committee, Professional Relations Committee, Fundraising Committee and Province Planning Committee (when the Chapter hosts Province).

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. The Executive Committee shall appoint all committee chairs selected from eligible candidates who submitted platforms for each position.

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

Sub-Sec. C. The Legislative Committee must present proposed amendments to the Chapter's Local Ordinances at least once each semester at a special meeting held by the Regent for the discussion of the Chapter's Local Ordinances.

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

Sub-Sec. E. The Chairman of this Committee shall serve as the chapter liaison to the Illinois Graduate Chapter.

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

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. A Pledging Committee shall also be established to facilitate all aspects of pledging and initiation of new Members. The Vice Regent shall be the Chairman of this Committee.

Sub-Sec. O. A Fundraising Committee shall also be established to facilitate all aspects of fundraising for the chapter. The Treasurer shall serve as the Co-chairman of this Committee.

Sub-Sec. P. The Province Planning Committee shall develop plans to host a successful Province Conclave in Rockford, IL. The Chairman will be the Province Planning Committee Chair, unless otherwise appointed by either the Regent or Province Executive Board.

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

Sec. 7. No program or activity developed by any Committee may commence until such program or activity has been approved and adopted by the Chapter Officers. The selected dates of the

activities will be reported to the Chapter Officers within seven days of choosing said dates to prevent conflicting events within the Chapter.

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. Regular meetings of the Chapter shall be held once weekly on the same day as determined by the Pharmacy Student Council of the University of Illinois at Chicago College of Pharmacy. The Regent will call at least one special meeting each semester to discuss and vote on the business of amendments to the Chapter's Local Ordinances and/or the election of new Chapter Officers. Notification shall be given at least 48 hours in advance of the meeting. The Chapter Officers will meet at least once monthly to discuss Chapter business and to prepare for the Chapter's regular meeting.

Sec. 2. All Members are allowed two unexcused absences to the Chapter's regular meetings each semester. After exhausting these absences, a fine of \$10 may be levied for each additional absence from any regular meeting. Reasons for absences must be reported to the Secretary via e-mail at least 48 hours prior to the scheduled regular meeting that they are unable to attend to be considered an excused absence. In the event that a brother is suspected by the Chapter Officers, with good reason, to display a repeated pattern of excused absences, any additional absences from any regular meeting will be considered unexcused. Attendance at the special meetings called by the Regent is mandatory; absence may result in a \$15 fine. Attendance by the Officers at the Chapter's Officer meeting is mandatory; absence may result in a \$10 fine.

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 a one-time Chapter pledging and initiation fee of \$45. The collection date of the Chapter pledging and initiation fee is at the discretion of the Chapter Treasurer with the approval of the Chapter Officers. The collection deadline will be given to the pledges at least one week prior to initiation. For all newly elected Members in their semester of initiation, the collection deadline of Chapter dues will be set by the Chapter Treasurer with approval of the Chapter Officers for a date preceding the week of final examinations in said semester.

Sec. 2. Dues for the Chapter shall be \$75 per Member in the fall semester and \$75 per Member in the spring semester. A Member will pay double the amount (\$150) each semester in his or her third year. Then, a Member will not pay any dues in his or her fourth year while participating in Advanced Pharmacy Practice Experiences. For a Member in his or her second semester and beyond, Chapter dues shall be due by the end of the first week of each semester. At a general body meeting during the first month of each semester, the Finance committee shall present to the Chapter the allocation of dues for that semester.

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. Members working on their Advanced Pharmacy Practice Experiences will not be counted against quorum. However, these Members reserve the right to remain part of the quorum as indicated by their presence at the meeting and willingness to vote on Chapter offices.

Ordinance 15: Parliamentary Procedures

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

Ordinance 16: Amendments (Local Chapter Ordinances)

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

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 Chapter on March 31st, 2015

Reviewed and Approved by the Legislative Committee of Kappa Psi on May 29th, 2015.