

Constitution and By-laws of the \_\_\_\_\_ Fraternity  
Submitted for approval on this the Twenty-eighth day  
of December, Ninteen-hundred and fourth-eight.

Vincent M. Hardy  
~~CHAIRMAN~~, Committee on Constitution  
and By-laws



CONSTITUTION AND BY-LAWS  
FRATERNITY  
CALIFORNIA STATE POLYTECHNIC COLLEGE

ARTICLE I

Name and Purpose

Section 1. Name

Clause 1. The name of this Fraternity shall be \_\_\_\_\_.

Section 2. Purpose

- Clause 1. To provide a fraternal organization which will serve a group of students of the California State Polytechnic College in the development of their Academic, citizenship and personal character.
- Clause 2. To give assistance through guidance to new students who enter the College and the fraternity.
- Clause 3. To bring together in a closely knit group, students with varied interests, and students from various backgrounds.
- Clause 4. To cooperate, encourage and participate in functions and activities directed toward the betterment of the College and the students therein.
- Clause 5. To aid its members in achieving the highest scholastic standards of which they are capable.
- Clause 6. To have supervised study and cooperate with one another in a creditable manner in order to maintain a grade average which meets the standards of the College.
- Clause 7. To live up to the high standards as set by the College and the Community.
- Clause 8. To instill in the members a sense of brotherhood which they may carry with them in the vocation which they have chosen.

ARTICLE II

Organization

Section 1.

Clause 1. The \_\_\_\_\_ Fraternity shall be independant of all other fraternal organizations until it becomes feasible to present an application of affiliation to a national Fraternity. Only on the unanimous approval by vote of the members shall the aforementioned act be carried out.

Section 2.

Clause 1. The \_\_\_\_\_ Fraternity shall at all times be governed by its Constitution and By-Laws.

Section 3.

Clause 1. The members of this Fraternity shall have the privelege of choosing one or more advisors for this organization.



Section 3.

Clause 2. The appointment of these advisors shall be subject to the approval of the College.

ARTICLE III

Membership

Section 1. Membership

Clause 1. Membership in the \_\_\_\_\_ Fraternity shall be active, honorary, and graduate.

Clause 1-a. Active membership in the Fraternity shall be granted only to men on the unanimous approval of its active members.

Clause 1-b. Honorary membership shall be granted to the advisors and to outstanding persons, and shall be subject to the unanimous approval of the active members.

Clause 1-c. Graduate membership shall be granted to all former active members in good standing.

ARTICLE IV

Officers

Section 1. Officers

Clause 1. The officers shall consist of: President, Vice-President, House Manager, Corresponding Secretary, Recording Secretary, and Historian.

ARTICLE V

Governing Committee

Section 1. Governing Committee

Clause 1. The Governing Committee shall consist of three members appointed by the President. This Governing Committee shall be under the jurisdiction of the Advisor and President.

ARTICLE VI

Meetings

Section 1. Regular Meetings. A regular meeting shall be held twice each month during the academic year, and shall be adhered to according to the By-laws of the \_\_\_\_\_ Fraternity.

Section 2. Special Meetings.

Clause 1. Special Meetings may be called at any time by the President or his representative, or upon written request of two-thirds members.

ARTICLE VII

Amendments

Section 1. Repeal

Clause 1. Any section, amendment, or clause herein may be repealed whenever two-thirds of the members deem it necessary, provided notice thereof was given at the preceding regular meeting.



ARTICLE VII (Con't)

Section 2. Amendment.

Clause 1. This Constitution, or any portion thereof, may be amended at any regular meeting of the Fraternity by a two-thirds vote of all the members, provided written notice of the proposed amendment was filed and read at the preceding regular meeting.



## FRATERNITY BY-LAWS

### ARTICLE I

#### Meetings

##### Section 1. Regular Meetings.

Clause 1. Regular meetings shall be held twice each month, on the second and fourth Mondays at 7 o'clock p.m.

##### Section 2. Special Meetings.

Clause 1. Special meetings shall be called and held upon the notice required by the Fraternity By-laws.

##### Section 3. Order of Business.

Clause 1. The order of business at regular meetings shall be as follows:

1. Opening Ceremony.
2. Roll Call.
3. Reading of the Minutes and action thereon.
4. Reports of Officers and Committees, and action thereon.
5. Unfinished Business.
6. New Business.
7. Election and Installation of Officers.
8. Remarks for the Good of the Fraternity.
9. Close.

Clause 2. The order of business at special meetings shall be as follows:

1. Opening ceremony.
2. Roll Call
3. Statements of the Special business to be Considered.
4. Action Thereon.
5. Closing Ceremony.

### ARTICLE II

#### Elections

##### Section 1. Members

Clause 1. Members may be elected at any regular or special meeting.

Clause 2. No candidate shall be eligible for initiation until he shall have met the requirements of the By-Laws of the general Fraternity, and those of the College. *He shall etc.*

*Clause 3. Members shall consist etc.*

##### Section 2. Officers

Clause 1. The officers of the Fraternity shall be elected at the last regular meeting in May.

##### Section 3. Vacancies

Clause 1. Whenever a permanent vacancy shall occur in any office it shall be filled by election at the next regular meeting.



#### Section 4. Installation.

- Clause 1. Officers shall be installed at the meeting at which they are elected, if possible.

### ARTICLE III

#### Officers

##### Section 1. President

- Clause 1. The President shall be the presiding officer of the chapter and shall have the powers and duties usually appertaining to that office. He shall be exofficio member of all standing committees.

##### Section 2. Vice-President

- Clause 1. The Vice-President shall perform the duties of the President in his absence or inability to act.
- Clause 2. He shall administer all oaths, except at trials conducted by the Fraternity.

##### Section 3. House manager

- Clause 1. The House Manager shall be the financial officer of the Fraternity. He shall deposit all funds, immediatedl upon their receipt by him, in a bank to be designated by the fraternity, in an account in the name of the Fraternity.
- Clause 1-a. No expenditure of any sum whatsoever shall be made by anyone other than the Manager himself, except upon the written order of the Manager. Nor shall anyone except the Manager be empowered to commit the house or fraternal body for any sum except upon written authority of the Manager.
- Clause 2. He shall take vouchers for all payments.
- Clause 3. He shall keep a receipt book, from which he shall give a receipt for all money received by him, entering on the stub the name, date and amount, and purpose for which it was paid.
- Clause 4. He shall record all fines at the time of imposition, all remissions of fines, when made by proper authority.
- Clause 5. At the first regular meeting of each month he shall present a written statement of his receipts and expenditures for the preceding month, together with a statement of the assets and liabilities of the fraternity.
- Clause 6. He shall employ the system of bookkeeping as prescribed by the College.
- Clause 7. Upon the first day of each month he shall render to every member an itemized statement of his indebtedness to the Fraternity.
- Clause 7-a. Upon the first day of each month he shall cause a duplicate bill to be sent to the parents of all pledges.
- Clause 8. It shall be the duty of the Manager to mail forthwith to parent or guardian of any member whose financial obligations to the fraternity shall remain unpaid on the fifteenth day after the same shall be payable, a duplicate bill, together with a copy of this By-Law. If said delinquency continues for a further period of fifteen days, the House Manager shall report the same to the fraternity, and shall notify the delinquent member to appear at the next meeting of the fraternity and show cause why he should not be suspended from all fraternity



### Section 3 (Con't)

priveleges. (House priveleges). At such meeting, unless the fraternity shall, by a three-fourths vote of its entire membership, adjudge the delinquency to have been unavoidable and shall grant an extension of time of payment, not exceeding thirty days, the presiding officer shall declare such member to be in contempt, whereupon his fraternity (and house) priveleges shall forthwith cease until such time as he shall purge himself of the contempt by the discharge of his indebtedness, to the fraternity and the House Manager shall so notify his parent or guardian. Should such delinquency continue for a further period of thirty days, the Manager shall at once file formal charges against such member for conduct unbecoming a member of the Fraternity.

### Section 4. Corresponding Secretary.

- Clause 1. The Corresponding Secretary shall be the presiding officer in the absence or inability to act of both the President and/or Vice-President.
- Clause 2. He shall be the corresponding Secretary of the Fraternity.
- Clause 3. He shall acknowledge receipt of all communications promptly upon their receipt, and shall report the matters therein contained to the chapter at its next regular meeting, notifying the correspondent promptly of the action of the fraternity thereon. When the action of the fraternity thereon is not final he shall present the same at each subsequent regular meeting until it is finally disposed of.

### Section 5. ~~Recording~~ Recording Secretary

- Clause 1. He shall be the presiding officer in the absence or inability to act of the President, Vice-President and/or the Corresponding Secretary.
- Clause 2. He shall be the Recording Secretary and shall keep a full, accurate and complete record of all proceedings of the Fraternity.
- Clause 3. He shall be the custodian of the ~~saal~~, records and archives of the fraternity, and shall keep the same in a place to be designated by the fraternity.

### Section 6. Historian

- Clause 1. He shall have custody of the library, scrap book, photographs and similar properties of the fraternity.
- Clause 2. He shall keep the history complete and shall add thereto at the end of each year.
- Clause 3. He shall keep a scrap book in which he shall preserve all published matters concerning the fraternity, or any member or alumnus thereof, which may come to his notice.
- Clause 4. He shall keep a card index of all the alumni and undergraduate members of the fraternity, upon which shall be recorded such information about the members as the fraternity may direct.

## ARTICLE IV

### Committees

#### Section 1. Governing Committee.

- Clause 1. The Governing Committee shall exercise general supervision over the affairs of the Fraternity.



## Article IV, Section 1. (Con't)

- Clause 1-a. No expenditure, above the regular budget amounts for the various departments of the fraternity, shall be made except upon the approval of the Governing Board.
- Clause 2. It shall pay particular attention to the relations of the Fraternity with the College and with other fraternities, and of each member of the Fraternity with his fellow students.
- Clause 3. It shall certify to the President the name of any member failing to maintain a proper standing in the Fraternity, the College, or the community.
- Clause 4. No records, archives, or other Fraternity property shall be removed without its consent and approval.
- Clause 5. An appeal shall lie from the decision of any officer or committee to the Governing Committee, and its decision shall be conclusive, subject to the limitations of the Constitution, By-Laws and Rules of the general Fraternity.

### Section 2. Membership Committee

- Clause 1. In addition to the powers conferred upon the Membership Committee by the Fraternity By-Laws, it shall keep a tabulated record of all pledges, with all ascertainable information about them noted thereon, and report thereon at each regular meeting.
- Clause 2. It shall supervise all rushing and control all the details thereon and no funds shall be expended for rushing purposes without its authority.

### Section 3. Scholarship Committee

- Clause 1. There shall also be a Scholarship Committee consisting of three members, who shall obtain reports in the scholastic standing of each member of the Fraternity in each of his studies, and shall report the same to the Fraternity at the next regular meeting after such reports shall be received.
- Clause 2. It shall formulate and enforce rules to afford the best conditions for study; and it shall have power to appoint upper-classmen to coach those members delinquent in their studies.
- Clause 3. It shall have special charge of the Freshmen and pledges and shall formulate and enforce plans and courses for their proper instruction in Fraternity history, organization and ideals.

### Section 4. Appointment

- Clause 1. All standing committees shall be appointed by the President within one week after his installation,
- Clause 2. Special Committees shall be appointed from time to time by the President unless otherwise provided.
- Clause 3. All committees shall continue until their successors are appointed or their work is completed and they are discharged.

### Section 5. Reports

- Clause 1. All Committees shall render a report at each meeting when called upon to do so.



## ARTICLE V

### Fees, Dues and Penalties

#### Section 1. Initiation Fee.

Clause 1. The Initiation Fee shall be \$\_\_\_\_\_, payable upon initiation.

#### Section 2. Dues.

Clause 1. The Fraternity dues shall be \$\_\_\_\_\_ for actives and \$\_\_\_\_\_ for pledges per quarter, payable ten days from the opening day thereof.

Clause 2. The cost of all social functions and special obligations, occurring irregularly, shall be met by special assessments laid by vote of the Fraternity as they occur.

#### Section 3. Penalties.

Clause 1. A penalty of ten per cent shall be added to the amount of the financial obligation of every member which shall remain unpaid at the end of fifteen days after the same shall be payable. If the debt, plus the penalty, shall remain unpaid at the end of a further period of fifteen days, the delinquent member shall be taken as is provided in ARTICLE III, Section 3, Clause 8, hereof.

Clause 2. Absence from one roll call at a regular or special meeting shall be punished by a fine of 25 cents; absence from both roll calls, be a fine of fifty cents.

Clause 3. Neglect of duty by an officer or member of a committee, which shall include absence from meeting, shall be punishable by a fine of fifty cents.

Clause 4. Failure of a member of observe proper rules of decorum and conduct at meetings shall be punishable by a fine of variable.

Clause 5. In addition to the penalty herein prescribed, every member guilty of an offense against the Fraternity, College, or Community, may be duly tried therefore and, upon conviction, may be subjected to such further punishment as the Fraternity may determine.

## ARTICLE VII

### Decorum

#### Section 1. At meetings.

Clause 1. Members shall conduct themselves in an orderly and dignified manner, and shall refrain from private conversation.

Clause 2. No member shall leave his seat, except for the purpose of speaking on the floor, without permission from the President.

Clause 3. No member shall speak longer than three minutes upon any subject not oftener than once until all others have had opportunity to be heard, without unanimous consent.

Clause 4. Cushings Manual shall be the authority on parliamentary procedure.



## Article VI, Section 2 (Con't)

### Section 2. Personal Conduct.

- Clause 1. No intoxicating liquors shall be brought upon or consumed upon Fraternity property, except upon a physician's prescription and for medicinal purposes.
- Clause 2. No gambling, in any form, shall be permitted upon Fraternity property.
- Clause 3. No profane or vulgar language or practices shall be indulged in.
- Clause 4. No member, except the President, Vice-President, and House Manager, or his representative shall open Fraternity mail.
- Clause 5. Every suspended or expelled member shall forthwith surrender his badge, and all Fraternity property in his possession or control to the President, and shall not hold any conversation with any member on Fraternity topics, but suspended member shall be liable for the payment of dues, taxes and assessments, except special assessments for social functions from which he is disbarred, accruing during the period of his suspension.

## ARTICLE VII

### Reading

#### Section 1. Reading.

- Clause 1. These By-Laws shall be read in full at the first regular meeting after each election of officers.

## ARTICLE VIII

### Amendment

#### Section 1. Repeal.

- Clause 1. These By-Laws, or any portion thereof, may be repealed at any regular meeting of the Fraternity by a two-thirds vote of all the members, provided notice thereof was given at the preceding regular meeting.

#### Section 2. Amendment

- Clause 1. These By-Laws, or any portion thereof, may be amended at any regular meeting of the Fraternity by a two-thirds vote of all the members, provided written notice of the proposed amendment was filed and read at the preceding regular meeting.

## ARTICLE IX

### Charter Members

#### Section 1. Charter Members.

- Clause 1. Be it here known that the following named men are recognized as Charter Members of this Fraternity.

Martin Engler  
Gerald Tyrrell  
Arthur Candy  
William Hume  
Gerald Le Fever  
Jack Coyle

Vincent M. Hardy  
Donald Upton  
James Munsen  
Frank W. Fox  
John Dykmans



Section 1. Charter Members. (Con't)

Clause 2. Be it here known that the following named men are recognized as Charter Advisors.

Mr. Bill Troutner

Amendments to By-Laws

ARTICLE II, Elections, Section 1., Clause 2 add: ~~He~~ <sup>He</sup> shall be in good standing in both, and have paid ~~His~~ <sup>His</sup> student body dues.

ARTICLE II, Elections, Section 1, add: Clause3. Members shall consist of not less than twenty percent representation from each major division in the College, namely: Industrial, Science and Humanities, and Agriculture Division.