

CONSTITUTION
AND
BYLAWS
OF
THETA TAU

THE UNIVERSITY OF CHICAGO

PHYSICS DEPARTMENT

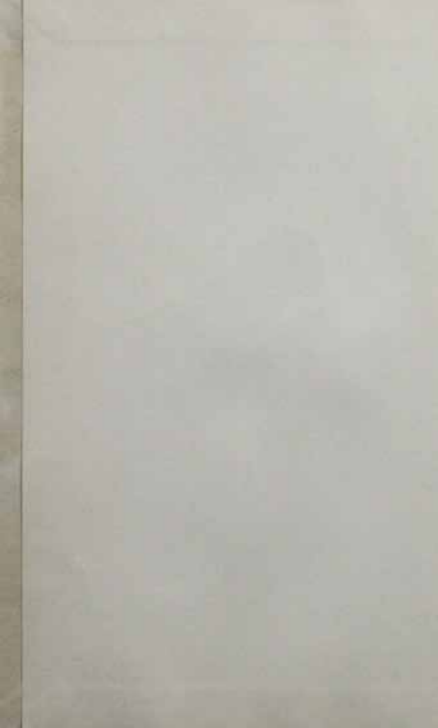
PHYSICS 435

LECTURE NOTES

BY

JOHN H. COOPER





CONSTITUTION
AND
BYLAWS
OF
THETA TAU

PROFESSIONAL ENGINEERING FRATERNITY



SIXTH PRINTING

1965

This Constitution consists of the original Constitution written by Erich J. Schrader, Alpha '05, and adopted by the Founders on October 15, 1904, together with all subsequent amendments and by-laws adopted by the Fraternity.

The Constitution is for members only.

NOTICE

The Theta Tau Fraternity will pay the sum of \$10.00 to any person returning a lost copy of this book to any chapter of the Fraternity.

If in doubt mail the copy C.O.D. to the Theta Tau Fraternity, University of Minnesota, Minneapolis, Minn., with privilege of examination.

CONSTITUTION No. 101

This copy ^{BELONGS} ~~is loaned~~ to:

The Archives - Rec. Jan. 10, 1966

"The Constitution is the property of the national Fraternity and is loaned to the chapters, alumni associations and officers. It is to be returned to the Executive Secretary when such return is demanded." (Chapter IX, Sec. 5).

"If a chapter loses its copy of the Constitution the Executive Secretary may replace it by another copy for which the chapter shall pay the sum of \$10.00." (Chapter IX, Sec. 3).

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CONSTITUTION

ARTICLE I—NAME AND PURPOSE

Section 1. The name of this Fraternity shall be THETA TAU.

Sec. 2. In all publications Theta Tau shall be described as a "Professional Engineering Fraternity."

Sec. 3. The purpose of Theta Tau shall be to develop and maintain a high standard of professional interest among its members, and to unite them in a strong bond of fraternal fellowship.

ARTICLE II—INSIGNIA

Section 1. The official badge of this Fraternity shall be a gold gear wheel with crossed hammer and tongs and the letters Theta and Tau. In the center of the wheel shall be a dark red garnet. The inner rim of the gear wheel shall be jeweled with pearls. This badge shall be worn only by members of Theta Tau, and it shall not be made into any other form of jewelry. It shall be compulsory for every initiate to have a badge, and no man shall be initiated who declines to buy or wear the official badge.

Sec. 2. The official sister pin shall be of the design on file at the office of the Executive Secretary and of the Fraternity jeweler. This pin may be worn by the relatives and friends of the members. It shall be ordered on proper forms through the Executive Secretary. This pin shall be the official piece of jewelry used in "pinning" and furthermore it shall be accorded the same respect given the official badge of this Fraternity.

Sec. 3. The official pledge button shall be a triangular gold shield with a dark red gear wheel in its field. Its use by the chapters is obligatory.

Sec. 4. The official coat of arms shall be explained by the following heraldic descriptions: Or, a bridge with three arches, proper; on the chief, gules, three gear wheels, proper; crest: a hand grasping hammer and tongs, all proper. Other parts of the coat of arms shall have the following colors:

- (a) The ribbon scroll below the shield shall be gold with the letters "ΘΤ" in black.
- (b) The sleeve shall be black.
- (c) The torsade structure immediately below the clasped hand shall have alternating dark red and gold strands, with dark red on the left end.
- (d) The above wording shall be interpreted to mean:
 - (1) The bridge with three arches will be gray.
 - (2) The field behind the gears will be dark red.
 - (3) The gears and hammer and tongs will be black.
 - (4) The hand will be flesh-colored.
 - (5) The rest will be gold as stated.

A complete coat of arms with the proper colors shall be kept by the Archivist for reference.

Sec. 5. This Fraternity shall have a Grand Seal bearing the device of the coat of arms of the Fraternity and inscribed "Grand Seal — Theta Tau." This seal shall be affixed to all instruments issued by or under the authority of the officers of the Fraternity.

Sec. 6. The official recognition button shall be of the design on file at the office of the Executive Secretary and of the Fraternity jeweler.

Sec. 7. The colors of the Fraternity shall be dark red and gold.

Sec. 8. The gem shall be the dark red garnet.

Sec. 9. The flower shall be the Jacqueminot rose.

Sec. 10. Replicas of the official badge which are to be used in Ritual ceremonies or as wall decorations in a chapter house, excluding those which are mounted on plaques, shall correctly reproduce the badge. Specifically, the colors, positioning of the hammer and tongs, and substitutes for the pearls and the dark red garnet shall be correct.

Sec. 11. The official flag of Theta Tau shall be a rectangle arranged horizontally and divided into four equal quadrants. The upper right and lower left quadrants shall

be fields of gold; the others fields of dark red. On the upper left quadrant shall be the coat of arms in full color, and on the lower right quadrant the Greek letters "ΘΤ" in gold.

ARTICLE III—PUBLICATIONS

Section 1. The official publication of the Fraternity shall be called "The Gear of Theta Tau."

Sec. 2. "The Gear of Theta Tau" shall be edited by a Board of Editors which shall include the Editor-in-Chief, and whose members shall be appointed by the Executive Council.

Sec. 3. "The Gear of Theta Tau" shall be mailed free of charge to each alumnus or honorary member whose current address is on file with the Gear Editor and whose name has been reported clear of debt by the chapter to the Editor. All new initiates of the Fraternity shall receive a life subscription to "The Gear of Theta Tau."

Sec. 4. Any member or organization of members of the Fraternity desiring to publish or have published any article or statement regarding the policy or business affairs of Theta Tau shall submit same to the Grand Regent, and he to the Executive Council for approval. The Grand Scribe shall keep a verbatim copy for the files of the Fraternity.

ARTICLE IV ORGANIZATION AND GOVERNMENT

Section 1. Sovereignty in this Fraternity is vested primarily in the Convention, but between Conventions this power resides in the Executive Council.

Sec. 2. The actions of the Executive Council must be presented to the next subsequent Convention for ratification.

Sec. 3. Wherever the vote of "alumni" is called for in this Constitution or Bylaws thereof, reference is made only to alumni in good standing.

Sec. 4. An Executive Secretary shall be appointed by the Executive Council. The Executive Secretary shall be a member of Theta Tau and shall be responsible for the day to day operations of the Fraternity.

Sec. 5. Each chapter shall have an Adviser chosen from among the members of the Fraternity who are on the faculty at the school where the chapter is located. The chapter Adviser shall maintain a personal contact with the chapter officers and shall be an official representative of the Executive Council on his campus. He shall hold office at the pleasure of the Grand Regent.

Sec. 6. Regional Directors shall be official representatives of the Executive Council to the chapters in their regions and shall be appointed by the Executive Council.

ARTICLE V—MEMBERSHIP

Section 1. Membership in this Fraternity shall be open to males who possess the qualities of brotherhood, as determined by the individual chapters, and demonstrate a professional attitude beneficial to Theta Tau. Members must be over eighteen years of age, but a younger student may be pledged.

Sec. 2. Student membership in Theta Tau is limited to students who are eligible to pledge according to their university's rules, and who are regularly enrolled, at a school where a Theta Tau chapter exists, in a curriculum leading to a bachelor's or higher degree in engineering which is under the administrative jurisdiction of the College or Department of Engineering (exceptions: chemical engineering under Chemistry; agricultural engineering under Agriculture) and which specifies that not less than twenty-five percent of the total required credit hours are courses titled and taught by (offered by) an engineering department in the College or Department of Engineering.

Sec. 3. No chapter shall have more than 50 student members at any time, provided, however, in case of emergency, that the Grand Regent shall have the power to waive this law when application is made in writing by the chapter.

Sec. 4. Election to student membership is only by unanimous secret vote of the chapter. Each candidate shall be voted on by all the student members of a chapter by ballot separate and apart. The name of a candidate, rejected for student or honorary membership, can be presented again by a student member at any time.

Sec. 5. The Fraternity believes it generally unwise to initiate men in their freshman year. Freshman students may not be initiated during their first semester, trimester, or first two quarters in school, or until they have completed an equivalent number of credit hours. It is unlawful to initiate a man within six months of graduation. A member must remain a student member as long as he is an undergraduate student unless otherwise provided in the Constitution or Bylaws.

Sec. 6. Honorary membership in this Fraternity shall be limited to men actively following engineering as a profession, or teaching a technical subject in an engineering college where there is a chapter of this Fraternity, or who have been of great service to the Fraternity and whose election is approved by a unanimous vote of the Convention.

Sec. 7. Election to honorary membership is only by unanimous secret vote of the chapter. Such election shall be concurred in by the alumnus and honorary members of the chapter with not more than two negative votes. (See Bylaws, Chapter II, Part A).

Sec. 8. Alumnus members are those who have been student members of the Fraternity, or who were alumni

of an organization receiving a charter from Theta Tau, and who have since been initiated.

Sec. 9. No member of this Fraternity, student, alumnus, or honorary, shall become a member of any other organization declared competitive by the governing body of Theta Tau without thereby being subject to expulsion. Members of such organizations shall be ineligible to membership in this Fraternity. (See Bylaws, Chapter II, Part D).

Sec. 10. Members of local college engineering fraternities or of societies or clubs with fraternal bonds at colleges where there is no chapter of Theta Tau, may be elected to membership in this Fraternity provided, however, that such initiate or candidate pledge himself to resign from his former local fraternity and acknowledge allegiance to this Fraternity alone, in case a chapter of Theta Tau be later established at such college.

Sec. 11. A graduate student, if otherwise eligible, can be elected to student membership as is an undergraduate student, provided he is initiated at least six months before the termination of his graduate work.

ARTICLE VI—THE CONVENTION

Section 1. The Convention of the Fraternity shall be composed of the Executive Council members, the immediate Past Grand Regent, who shall be designated Delegate-at-Large, one Delegate from each chapter, and one Delegate from each alumni association. A Convention may convene if a majority of the Executive Council members and student Delegates are present.

Sec. 2. National Conventions shall be held biennially except when the Executive Council considers it unwise because of extreme emergency.

Sec. 3. Each Delegate and Alternate from a chapter must be a student member in good standing. They must be elected by a three-fifths vote of all the student members of their chapter in a manner prescribed in the Bylaws, and must bear credentials properly signed. The expenses of the Delegate, and those of the Alternate while at the Convention, shall be paid from the national treasury (except as provided in the Bylaws, Chapter III, Sections 11 and 13).

Sec. 4. Each Delegate and Alternate from an alumni association must be an alumnus or an honorary member. They must be elected by a three-fifths vote of all the members of the association attending the meeting at which the election occurs. They must bear credentials signed by the officers of the association. Their expenses must be paid by the alumni association.

Sec. 5. The expenses of the Executive Council members, the Editor-in-Chief of **The Gear**, the Delegate-at-Large, and Regional Directors shall be paid from the national treasury.

Sec. 6. The chapter Delegates, Executive Council members, and the Delegate-at-Large shall have one vote each. Alumni association Delegates shall have one-half vote each. If a Delegate from an alumni association is also an Executive Council member or the Delegate-at-Large, he shall be entitled to one and one-half votes, but an Executive Council member who is also the Delegate-at-Large is not entitled to two votes. The Regional Directors have no vote.

Sec. 7. The Grand Regent shall appoint from among the Delegates, Alternates and visitors present the necessary committees of the Convention, and no chapter may be represented twice on any single committee.

Sec. 8. Chapter and alumni association Delegates are held to voice the opinion of their chapters or alumni associations, and any vote cast by them shall be held in all ways to be the actual vote of their chapters or alumni associations.

Sec. 9. Amendments, motions, resolutions, etc., adopted by a Convention, shall not become effective until adjournment, unless otherwise decided by a unanimous vote.

Sec. 10. A vote of the Convention shall include all qualified Delegates from the chapters and alumni asso-

ciations, members of the Executive Council, and the Delegate-at-Large. All such voters who are registered and not permanently withdrawn from the Convention shall be the body referred to whenever a vote of the Convention is called for, whether the provision refers to a majority, two-thirds, four-fifths, or unanimous vote.

Sec. 11. Whenever this Constitution or Bylaws call for a vote taken at a Convention, it is understood that between Conventions a vote may be taken of the chapters, the alumni associations, the Executive Council and the Delegate-at-Large, and such a vote shall have the same force as if taken at a Convention. A favorable vote by four-fifths of the student members of a chapter shall be considered a favorable vote of that chapter. A favorable vote of an alumni association shall be a favorable vote of four-fifths of the members attending that meeting.

Sec. 12. Special Conventions may be called by a unanimous vote of the Executive Council. The call for such special meeting shall state the purpose of the call, and no business may be transacted except such as relates to the purpose of the call.

ARTICLE VII—THE EXECUTIVE COUNCIL

✓ **Section 1.** The Executive Council shall consist of the Grand Regent, the Grand Vice-Regent, the Grand Scribe, the Grand Treasurer, the Grand Marshal, the Grand Inner Guard, and the Grand Outer Guard. The first five of these are the officers of the Executive Council.

Sec. 2. The members of the Executive Council shall be elected by a simple majority vote of the Convention for a term of two years from among the alumnus and honorary members, but not more than two honorary members may be on the Executive Council at any one time.

Sec. 3. If any Executive Council member is temporarily or permanently unable to fulfill the duties of his office, the Grand Regent, with the concurrence of the Executive Council, shall appoint an alumnus or honorary member to serve in his stead until he can again officiate or a Convention elects his successor. All chapters, alumni associations and Executive Council members shall be notified of such appointment by the Grand Regent, with the attestation of the Grand Scribe.

Sec. 4. If the Grand Regent is unable to perform the duties of his office for an extended period and the Grand Vice-Regent is unable to assume his duties, his successor shall be chosen by the Executive Council.

Sec. 5. The officers of the Executive Council shall sign all charters for chapters and alumni associations.

Sec. 6. A member of the Executive Council, an honorary member, or an alumnus in good standing appointed by the Grand Regent, shall at the discretion of the latter, visit each chapter at least once every two years. Any expense incurred shall be paid from the national treasury.

Sec. 7. A majority vote shall be required to carry any motion made at a meeting of the Executive Council unless otherwise provided in this Constitution.

Sec. 8. The Executive Council shall have the power to take disciplinary action for the Fraternity. (See Bylaws, Chapter VI.)

Sec. 9. Theta Tau may be nationally incorporated and the assets and property of the Fraternity shall be vested in the members of the Executive Council as trustees for the Fraternity.

Sec. 10. The Executive Council shall have the power to patent or register the insignia of the Fraternity as far as same may be possible under the laws of the United States and other countries. It shall also have the power to apply for copyrights of any of the publications of the Fraternity.

Sec. 11. The Grand Regent and the Grand Vice-Regent shall be selected from the group of men who have

previously served on the Executive Council. The Grand Inner Guard and the Grand Outer Guard shall hold office for one term only.

Sec. 12. There is hereby created the office of Counsellor of Theta Tau Fraternity, and the holder thereof shall be a member of the Executive Council *ex officio*. The duties of this office will be of a statistical, historical, and advisory nature as designated by the Executive Council. This office shall carry a compensation to be determined by the Executive Council. This office is to be held only by Erich J. Schrader. [1954]

ARTICLE VIII—THE CHAPTER

Section 1. The officers of a chapter shall be a Regent, a Vice-Regent, a Scribe, a Treasurer, and a Corresponding Secretary. Each officer shall be elected by a majority vote of all student members. The ballot shall be secret.

Sec. 2. The Regent, Vice-Regent, and Scribe shall be elected at such intervals as each chapter may prescribe. The Treasurer and Corresponding Secretary of all chapters shall be elected at the middle of the college year and shall hold office for one calendar year. The Executive Secretary shall be notified of the election of the above named officers.

Sec. 3. The Regent shall appoint such other officers as are required by the Ritual.

Sec. 4. The Regent shall cause at least one Article of this Constitution to be read at all regular meetings, so that the complete Constitution shall be read during the year. The Policy and other sections of Part III of the Ritual shall be read at the second meeting of each term. The record of these readings shall be entered in the minutes of the chapter.

Sec. 5. Each chapter must have bylaws not inconsistent with the Theta Tau Constitution or Bylaws, a copy of said bylaws to be placed on file with the Grand Scribe.

Sec. 6. Individual chapters may incorporate as such.

Sec. 7. To lawfully function as an official unit of this Fraternity, every chapter must have a charter issued to those designated as charter members whose names shall appear thereon. The charter shall be signed by the officers of the Executive Council and shall bear the Grand Seal of Theta Tau. During the period between installation and receipt of its charter a new student unit shall function under a letter of dispensation signed by the Grand Regent.

ARTICLE IX—ALUMNI CLUBS AND ASSOCIATIONS

Section 1. Alumni clubs may be authorized by action of the Grand Regent, who shall have the power to issue a letter of authorization to four or more alumnus members who apply for it.

Sec. 2. The application for an alumni club must contain the proposed time and place for meetings, which must be held at least once each year.

Sec. 3. Alumni clubs shall have no legislative power in the Fraternity.

Sec. 4. An alumni club, after two or more years of successful existence, may petition the Executive Council for an alumni association charter. Such petition must be presented by not fewer than seven alumni who have regularly attended alumni club meetings for at least one year prior to the presentation of the petition. The petition shall be in the form prescribed by the Executive Council.

Sec. 5. No alumni association charter shall be granted to any group of alumni which has not previously existed as an alumni club.

Sec. 6. No alumni association charter shall be granted to petitioners in any city or area where an alumni association has previously been established by charter, and exists, without first obtaining consent from such alumni association.

Sec. 7. Each alumni club or alumni association shall be governed by its own bylaws which must not be contrary to the laws of Theta Tau, and a copy of which must be filed with the Grand Scribe and Grand Regent.

Sec. 8. An alumni association, to hold its charter, must hold regular meetings, and render an annual report to the Executive Council. The Executive Council is empowered to decide whether or not an alumni association is acting in conformity with the requirements of this section.

Sec. 9. The Executive Council may suspend the charter of any alumni association if meetings are not held for two consecutive years, or if the association is guilty of the violation of any of the Laws and Customs of the Fraternity.

ARTICLE X—NEW CHAPTERS

Section 1. Chapters of the Fraternity may be established at any school at which there is at least one degree-granting curriculum accredited by the Engineers' Council for Professional Development.

Sec. 2. A petition for a charter as a chapter of this Fraternity may be presented by not fewer than eight students eligible to membership as prescribed in this Constitution. This petition shall be in form prescribed by the Executive Council.

Sec. 3. Each petitioning body shall in its petition manifest its intention of securing a permanent headquarters.

Sec. 4. A member of the Executive Council, or a member in good standing appointed by the Grand Regent, shall inspect and report on the petitioning body. Any expense incurred shall be paid from the national treasury.

Sec. 5. A four-fifths vote of the Convention shall be required to accept a petition for a charter.

Sec. 6. When a petition has been accepted, the Grand Scribe shall prepare a letter of authorization to install a new chapter. After being signed by the members of the Executive Council, this letter shall be sent to the Grand Regent who shall then arrange for the installation.

Sec. 7. The signers of a petition who are initiated at the installation shall be classified on the chapter roll as charter members. If not enough signers are present at the installation of the chapter to equal the number specified in Section 2 of this Article, then a number of other members of the petitioning body may be substituted to equal the required minimum and may be initiated as charter members.

Sec. 8. Honorary members of a local may be initiated as charter or alumnus members.

Sec. 9. Alumni of Theta Tau living in the same town where an organization has been chartered shall have the privilege of voting, along with the Executive Council, on the alumni of such organization, and their ballots shall have the same power as those of the student members of the new chapter. Eligible alumni of a local that are elected to membership in Theta Tau shall be notified by certified mail within three months after the chapter has been installed and if they have not signified their desire to join within three months thereafter, they shall no longer be eligible to membership in Theta Tau.

ARTICLE XI—FEES AND DUES

Section 1. Chapters shall pay to the Executive Secretary such fees and dues as are prescribed in the By-laws. (Refer to Chapter V.)

Sec. 2. Alumni associations and clubs shall not be required to pay any fees or dues.

Sec. 3. Alumni of a local which has received a Theta Tau charter shall pay the same initiation fees as student members.

Sec. 4. All charter members shall pay the same initiation fees as student members.

Sec. 5. The Executive Secretary shall not order a badge for any student, alumnus or honorary initiate whose national initiation fee has not been paid.

Sec. 6. Any chapter whose indebtedness to the national treasury reaches \$50.00 shall be notified by the Executive Secretary of that fact, and it shall automatically lose its privilege of initiating new members if this indebtedness is not removed within thirty days after receipt of such notice. The privilege of initiation shall be restored upon the payment of this entire indebtedness or may be restored by vote of the Executive Council.

ARTICLE XII—RITUAL

Section 1. The Ritual of this Fraternity is a special part of this Constitution, and as such each member is to observe and obey its provisions.

Sec. 2. No chapter of this Fraternity has the right to change or revise any of the procedure of initiation, or any of the other recognized forms and symbols of Theta Tau;

nor make any additions to same without consent of the whole Fraternity given through the Convention. Changes in Ritual, however trifling, can be made only by the unanimous consent of the Convention. Ritual shall be defined as consisting of: Preparation for an Initiation, Instructions to Presiding Officers, Opening Ceremony and Closing Ceremony for Meetings, Parts I and II for Initiation Ceremony, Part III for Installation of Officers and for Visiting Members, and Convention Opening and Closing Ceremonies. The Pre-Convention Opening Ceremony and the Grand Chapter Memorial Service shall also be Ritual.

Sec. 3. The formal opening and closing ceremony shall be used at all meetings of the Fraternity except when anyone not a member is present.

Sec. 4. The use of paddles, so-called "hell week," public initiations, and all practices that are humiliating or brutal, are strictly prohibited.

Sec. 5. Amendments to this Article can be made only by unanimous vote of a Convention.

ARTICLE XIII—CONSTITUTION

Section 1. Amendments to this Constitution can only be made by a four-fifths favorable vote of the Convention, except where otherwise stated.

Sec. 2. Amendments to this Constitution shall not be retroactive.

Sec. 3. The Constitution is for members only, but in a general way it can be explained to petitioners or other candidates for membership.

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DECLARATION OF INDEPENDENCE

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BYLAWS

CHAPTER I—LITERATURE AND SYMBOLS

PART A—RITUAL

Section 1. At initiations, the presiding officer may invite a past Regent, alumnus member, Executive Council member, honorary member, or a visiting Regent to conduct part of the initiation ceremony, provided only that the presiding officer shall make certain that such invited member has familiarized himself with the part of the Ritual he is to read.

Sec. 2. It is recommended that at initiations the presiding officer wear a dark red robe and that other officers participating in the initiation wear black robes. The Executive Council is authorized to select official designs of robes for this purpose.

Sec. 3. Every student initiate shall be examined individually at the next regular meeting following his initiation regarding the secret matter of the Fraternity, the founding of his chapter, the names and locations of all other chapters and alumni associations. The Regent shall appoint members to instruct all initiates in secret matters.

Sec. 4. It shall be obligatory for every initiate of this Fraternity to memorize the short form of oath that appears in the chapter roll. The repetition of this oath shall be the second question put in the examination for the identification of a member.

Sec. 5. The following shall be printed on fly-leaf of the Ritual: "This book must not be defaced, and no notes, pencil or pen marks shall be made in any part of this Ritual. The penalty for breaking this rule is a fine of \$25.00." If a chapter loses its Ritual, it shall pay to the national treasury a fine of \$25.00. Upon receipt of said \$25.00 the Executive Secretary shall issue a new Ritual to the chapter. During the time that the chapter is without a Ritual, no initiation by that chapter shall be legal.

Sec. 6. When a chapter is officially visited by a member of the Executive Council or by a duly appointed visitor, it shall be required to produce its Ritual book for inspection. If this book is found to contain any unauthorized notes or translations of secret matter, or is otherwise defaced, it shall be taken by the visitor and returned to the Executive Secretary.

PART B—PUBLICATIONS

Section 1. The national treasury shall pay the Editor-in-Chief of **The Gear** an honorarium of \$300 per year.

Sec. 2. Each chapter and each alumni association shall send an annual letter to **The Gear** at a time to be designated by the Editor-in-Chief.

Sec. 3. Nonsecret issues of **The Gear** may be sent to nonmembers.

Sec. 4. The Fraternity shall issue a Pledge and Membership Manual which shall be for its members and pledges only, and which shall contain all nonsecret matter concerning Theta Tau.

Sec. 5. The Grand Marshal shall issue a "shingle" or certificate of membership to each new initiate whose initiation fee has been paid and whose pledge has been filed. Replacement shingles may be supplied at cost, in cases where originals are destroyed or lost.

PART C—INSIGNIA

Section 1. The following insignia are official and can be ordered only through the Executive Secretary:

The badge.

The sister pin.

The pledge button.

The official recognition button.

Sec. 2. Forms for ordering insignia are furnished by the Executive Secretary. One of the copies is kept by the chapter for reference, and the others are mailed to the Executive Secretary.

Sec. 3. If a member loses his official badge he can have a duplicate ordered for him by sending a statement to his chapter Treasurer to that effect, together with the name

of his chapter, college year, and initiation number. The Executive Secretary shall then have the power to approve such an order on the official jeweler.

Sec. 4. The badge orders must contain the member's name as it is to appear on the badge, his initiation number, and his class numeral. In case of honorary membership, the abbreviation "Hon." is substituted for the numeral. Incomplete badge orders will not be transmitted to the official jeweler.

Sec. 5. The Fraternity has appointed an official jeweler. It is unlawful for any member to buy official insignia as specified in Section 1 from any other firm of jewelers.

Sec. 6. Orders for official jewelry must pass through the hands of the Treasurer of the chapter, must be signed by him, and must be transmitted to the official jeweler, through and with the approval of the Executive Secretary. Orders for official jewelry may also originate with the Executive Secretary.

Sec. 7. Other insignia can also be ordered on official forms through the Executive Secretary, but this is not obligatory.

CHAPTER II—MEMBERSHIP

PART A—HONORARY

Section 1. No chapter shall elect more than one honorary member for each fifty student or alumnus initiates, or fraction thereof.

Sec. 2. Upon the election of an honorary member by a unanimous vote of a chapter, notice of this election and a record of the candidate shall be sent by the Scribe to each alumnus and honorary member of the chapter.

Sec. 3. At the same time notice shall be sent to the other chapters, the alumni associations, and to the members of the Executive Council. These shall not have a vote on the candidate (except where otherwise provided for in this Constitution or Bylaws) but they shall be consulted.

Sec. 4. In sending notice to its alumni, the Executive Council, the other chapters, and the alumni associations as herein provided, the chapter shall quote the sections which govern its actions and, in giving the required "record" of the candidate to be voted on, shall mention the following:

1. Full name and occupation of the honorary candidate.
2. His age and place of birth if obtainable.
3. The collegiate institutions he attended, the degrees received, and the years when same were granted.
4. His particular professional experience and activities.
5. The names of alumni or honorary members who may endorse him for membership, together with quotations from such letters of endorsement.
6. Membership in other organizations of any kind.

Sec. 5. Each Chapter should use extreme care in the selection of honorary members in order to uphold the high dignity and esteem that this class of membership is meant to represent.

Sec. 6. If a chapter wishes to initiate an honorary member but cannot comply with all the sections of this By-law, it shall submit the matter to the Grand Regent for final decision.

Sec. 7. Initiation shall not take place until all of the chapter's alumni have voted, or until a period of sixty days has elapsed from the time notice was sent. Failure to vote on the candidate by any alumnus shall be recorded as a favorable vote. Three unfavorable alumnus votes shall reject the candidate.

Sec. 8. No chapter shall initiate as an honorary member any former student or graduate of a college or university where there was, or is, a chapter of Theta Tau, without first obtaining permission to do so from said chapter. Failure to reply within 30 days shall forfeit the right to object. If the chapter is inactive, permission to initiate must come from the Executive Council. Certified mail shall be used for requesting such permission.

Sec. 9. Failure to comply with these sections governing the elections of honorary members shall be considered a violation of the Laws and Customs of the Fraternity. For

the illegal election or initiation of honorary members the Grand Scribe shall be obliged to bring charges against the officers and members of the guilty chapter, leading to their expulsion, suspension, or such punishment as may be recommended by the Executive Council.

Sec. 10. No person is eligible to honorary membership who has not been known for at least two years to the chapter proposing his election.

Sec. 11. Honorary members of a chapter shall have the power to vote upon the prospective honorary members, having the same status in voting as the alumnus members of the chapter.

Sec. 12. An honorary member of one chapter cannot become an honorary member of any other chapter of Theta Tau.

PART B—STUDENT

Section 1. The limitation to students "regularly enrolled," in Art. V, Sec. 2, is meant to exclude students who take only special or limited courses in engineering subjects, or whose chief interests lie in lines other than those designated, and who take certain engineering courses as subsidiary to their major work.

Sec. 2. A list of curricula that satisfy the requirements of the Constitution (Article V, Section 2) will be provided each chapter by the Executive Secretary.

Sec. 3. To add a new curriculum to the list of those that have been approved, a chapter must submit the current school catalog that includes that curriculum to the Executive Council for its approval.

Sec. 4. Any action taken is not necessarily a precedent for the future, either for the Fraternity as a whole or for a chapter. By admitting members of a petitioning body who

are not strictly eligible, the Fraternity would not be making students in a similar course nationally eligible.

Sec. 5. A chapter shall have the privilege of limiting its membership to one or more of the courses of engineering eligible under Article V, Section 2 of the Constitution.

Sec. 6. An undergraduate student member who wishes to be declared an alumnus member while continuing to be enrolled at the institution where he was initiated may receive such status only through a unanimous favorable vote of his chapter. The chapter must submit the matter to the chapter Adviser and then to the Grand Regent for their approval. The chapter Adviser's report must accompany the chapter's application to the Grand Regent. A graduate student may be declared an alumnus member by majority vote of his chapter. The alumnus member shall pay his national dues for that half year to the chapter Treasurer for remittance to the Executive Secretary. No member may be permitted to achieve alumnus status unless he has been a member for at least six months as an undergraduate or graduate student.

Sec. 7. To be eligible for initiation, a student must meet the minimum standards of scholastic requirements at the college or university for graduation. No chapter shall adopt any bylaw or rule whereby only students in some fraction scholastically over passing grade will be eligible to membership.

Sec. 8. In a chapter at an institution with a co-op program, a student member leaving the locale of his campus for a period of industrial training may be declared inactive by his chapter for this period without having to make formal application as is normally provided for in Chapter II, Part B, Section 6, and pay semiannual dues only for that fraction of the semiannual period that he is on his own campus, provided that the Executive Secretary is promptly informed of such inactive status.

Sec. 9. Each chapter shall have jurisdiction, in the institution where it is located, over the conduct of all members of Theta Tau whether they are members of the chapter or not.

PART C—ALUMNUS

Section 1. Alumnus members who have not been graduated and return to the school at which they were initiated are obliged to resume student membership.

Sec. 2. A graduate member who enrolls in any college where a chapter is established, whether it be his own or another, is not obliged to resume student membership.

Sec. 3. Alumni who re-enroll in college and do resume student membership shall have only the status of student members.

Sec. 4. Alumni who enroll in any college where a chapter exists, and who desire to become affiliate members of that chapter, shall be voted upon by all the student members by ballot separate and apart. More than two dissenting votes shall be necessary to disqualify such an alumnus from affiliate membership.

PART D—COMPETITIVE ORGANIZATIONS

Section 1. Whenever there is a doubt in the mind of a member as to whether or not a fraternity which he has been asked to join is competitive with Theta Tau, he shall consult his chapter and the Executive Council, stating clearly and accurately all the facts in the case.

Sec. 2. The decision of the Executive Council, when appealed to under the privileges of Section 1 of this part shall be accepted as final.

Sec. 3. The Executive Council shall have the right to declare Sigma Gamma Epsilon competitive at any institution where the programs of the chapter of Sigma Gamma Epsilon and the chapter of this Fraternity are similar.

Sec. 4. Members of the following national professional fraternities are not eligible to membership in Theta Tau nor can our members join same:

Alpha Chi Sigma (chemistry)

Alpha Rho Chi (architecture)

Kappa Eta Kappa (electrical engineering)

Scarab (architecture)

Sigma Phi Delta (general engineering)

Sigma Rho (mining, geology, metallurgy)

Triangle (general engineering, science, and architecture)

Sec. 5. Omission from this list shall not be taken as a declaration of eligibility for an organization covered by another section of these Bylaws.

Sec. 6. All local professional engineering fraternities confining themselves to one or more courses are considered competitive unless declared to be otherwise by the Executive Council.

Sec. 7. To remove the name of a fraternity from the competitive list shall require a four-fifths favorable vote of the Convention, including a unanimous vote of all chapters located at institutions where such competitor has chapters.

Sec. 8. Organizations classified as honor societies are, in general, not competitive with Theta Tau.

PART E—PLEDGING AND INITIATION

Section 1. It shall be the duty of the Regent of a chapter to appoint a pledging committee to invite eligible students to pledge Theta Tau.

Sec. 2. Before a man can be considered formally pledged, it is necessary that the provisions of the Constitution regarding eligibility be complied with, and that the man receive the unanimous favorable vote of the chapter by secret ballot.

Sec. 3. The Executive Council has provided a suitable form to be signed by all pledgemen. The use of this form is obligatory.

Sec. 4. The pledge form should be handed to the pledgeman as soon as he has accepted our bid. Any questions he may ask regarding financial obligations or membership in other fraternities should be answered at once. An estimate of the annual expense incurred by membership shall be given to each candidate before pledging.

Sec. 5. The forms must be witnessed by two student members, and they must be carefully examined by the Regent, Scribe and chapter Adviser. Should the answers indicate that the pledgeman may be ineligible, or should his answers be incomplete, no initiation shall take place until the Grand Scribe has been consulted and the permission of the Executive Council is obtained. The pledge forms must be sent to the Executive Secretary immediately after pledging.

Sec. 6. Each pledge shall have his own personal copy of the official Pledge and Membership Manual. The Manual, for which a nominal charge may be made, shall be given to the pledge immediately after pledging and shall be supplied by the Executive Secretary.

Sec. 7. The Scribe must send a notice of pending initiation, containing all pertinent data, to the Executive Secretary in time to be received by him prior to the initiation.

Sec. 8. Before initiation, every pledge must pass a written examination supplied by the Fraternity which shall cover the traditions of Theta Tau, insignia, names and locations of specified chapters, Founders and national officers. The chapter Adviser or his agent shall administer the examination. The chapter officers and the Adviser shall establish the passing grade for this examination.

Sec. 9. Shingles and insignia shall not be sent to the initiates unless properly executed pledge forms, badge orders and initiation fees have been received by the Executive Secretary.

Sec. 10. Chapters which do not carefully follow these regulations risk having the initiation of any man or men declared unlawful.

Sec. 11. If a pledge is not initiated, this fact is to be reported to the Executive Secretary in a notice of pending

initiation and the pledge form shall be returned to the chapter for filling with notation thereon why initiation of this man did not take place.

Sec. 12. Occasionally an individual will not take our prescribed form of oath because of religious beliefs. No chapter or individual has any right to vary the form prescribed but the chapter concerned shall ask such objector what form of obligation he considers morally binding and the chapter, at its discretion, can then submit the matter to the Executive Council for a decision. No initiation shall take place until the Executive Council has signified its consent in writing and has submitted a form of obligation considered binding in lieu of our oath.

Sec. 13. Pledge forms for charter members must be certified by the Grand Scribe or an alumnus acting for him. Charter members are not endowed with this right.

Sec. 14. It is the duty of every member of a chapter to protest the illegal election or initiation of any member and to refuse to attend his initiation. It is also his duty to report such matters to the Grand Scribe.

Sec. 15. No chapter of this Fraternity shall pledge or initiate as a student member any man who has been a student at a college where there is a chapter of Theta Tau without consulting said chapter as to the candidate's reputation and general eligibility to the Fraternity.

To obtain the desired information the chapter seeking it shall proceed as follows: Write a certified letter to the chapter it wishes to consult. If no answer is obtained within 30 days of the time of mailing the first letter, the chapter shall feel at liberty to take any action it may desire. The best policy for a chapter to pursue is not to vote on a man until the other chapter has been consulted, but if voting has been done, any member shall have the right to reopen the ballot by petition to the Regent. A candidate may have been a student at a college where a chapter of Theta Tau existed at that time but has since become inactive. In such case the chapter should consult the Grand Scribe.

PART F—AFFILIATION

Section 1. A chapter is not obliged to affiliate a member of another chapter. If a member desires to affiliate he shall be voted upon by the chapter at a regular meeting. More than two dissenting votes shall be required to reject such a member from affiliate membership.

Sec. 2. After being elected by the chapter with which he wishes to affiliate, a member wishing to affiliate shall write to his chapter asking for a letter of transfer. The member's letter shall be confined to that one subject.

Sec. 3. The chapter electing an affiliate shall write to the chapter from which transfer is desired. The Scribe of the chapter shall send a certified letter to the chapter to which the member belongs, reading as follows: (Letter must be on official chapter stationery and must be confined to this subject.)

To _____ Chapter _____

Fraternal Greeting:
At a regular meeting of _____

Chapter held on _____ Brother _____
of _____

Chapter was elected as an affiliate in accordance with the provisions of our Bylaws. If he is a member of your chapter in good standing we would be pleased to have you issue a letter of transfer in the usual form so that we can record him as an affiliate on our chapter roll. The signature of Brother _____ appears in the lower left-hand corner for purposes of comparison with that on your chapter roll.

In H & T,

(Signature and number of applicant)

Sec. 4. On receipt of both of these letters, the chapter to which the member concerned belongs shall take action in regular meeting on the application, and if consent to transfer is voted by the chapter, record of such action shall be recorded in the minutes and on the chapter roll of such transferring member. Signatures on the chapter roll and on the letter of application for transfer must be compared.

Sec. 5. The Scribe of the chapter shall then send a letter on Theta Tau stationery by certified mail reading as follows:

To _____ Chapter

Fraternal Greeting:

At a regular meeting of _____

Chapter held on _____ your letter of

_____ stating that you had elected

Brother _____ Roll No. _____

of this Chapter as well as a letter from Brother _____

dated _____

asking

that we grant transfer to him to your chapter, was read and considered by us.

You are hereby informed that _____ Chapter granted such transfer of Brother _____

and that he is a member in good standing and has fulfilled all of his duties as a brother should.

Copy of this letter is being sent to Brother _____

_____ which he is requested to counter-

sign and present to you, and his letter to us is attached hereto for comparison of signatures.

In H & T.

A copy of this letter shall be sent to the Executive Secretary.

Sec. 6. A chapter is not obliged to grant a transfer to one of its members, but it is a fraternal courtesy to do so if no reason against such action exists.

Sec. 7. Transfers must not be granted under the following conditions:

A. The member desiring transfer owes money to his chapter or to any individuals therein, or has obligations past due to a house association or other chapter subsidiary.

B. The member desiring transfer has been delinquent in other chapter duties and has not completed such duties at the time he desires transfer.

C. Charges have been filed or are about to be filed against the member desiring transfer or he is under suspension.

Sec. 8. Whenever a chapter refuses transfer the reasons therefore shall be sent to the chapter with which the member desired to affiliate. Copy of such letter shall go to the Grand Scribe.

Sec. 9. An honorary member cannot be transferred or be elected for affiliation unless he becomes eligible as a student member.

Sec. 10. If transfer is completed the new affiliate shall sign the chapter roll in the same manner as any initiate, but he must not be given a number by his second chapter. His signature must show the same dating as the letter of transfer and must be witnessed by the proper officers of his new chapter.

Sec. 11. No chapter shall affiliate any member of another without giving the new member an examination of the secrets of Theta Tau by a committee of three of its members who shall report the result of this examination at the next chapter meeting, and this report shall be recorded on the minutes.

Sec. 12. When further instruction is needed it shall be given to the new affiliate by any qualified member of the chapter he has joined.

PART G—NEW CHAPTERS

Section 1. The petitioners must individually pledge themselves in their petition as being free from affiliations with organizations declared to be competitive with Theta Tau. If they are members of a local engineering fraternity they may as such, individually and collectively, petition membership in Theta Tau; and same being granted, they renounce all allegiance to other fraternities competitive with this.

Sec. 2. On receipt of a petition for a charter, a chapter, after investigation shall express its opinion by ballot. A four-fifths majority of all the student members for granting the petition shall constitute a favorable vote of the chapter. The result shall be transmitted to the Grand Scribe immediately.

Sec. 3. Alumni associations shall have a vote in the granting of charters to petitioners, but the vote of such alumni association shall have only one-half the weight of the vote of a chapter.

Sec. 4. When a petition has been granted, the petitioners shall be informed at once by the Grand Scribe.

Sec. 5. If the petitioners are members of a local fraternity, society, or club, they shall have the privilege of initiating into Theta Tau such alumni of the petitioning organization as they desire, and a list of these, with all necessary details, shall be sent at once to the Grand Scribe. The eligible alumni shall be elected by a secret ballot on each individual separately and apart, and more than two dissenting votes shall reject a candidate.

Sec. 6. Alumni who are elected as provided in Section 5 should be initiated by the members of the new chapter, but may be initiated by any chapter of the Fraternity or in special cases by an alumni association. They should have proper proof of their identity.

Sec. 7. Men eligible under Section 5 of Part G shall be initiated with Ritual for student membership and after initiation shall be classified as alumnus members of the new chapter.

Sec. 8. Only the chapter concerned can give permission to another chapter or an alumni association to initiate an alumnus of an organization which has become a chapter of Theta Tau and such initiate shall be recorded only on the rolls of the chapter of which initiate is an alumnus. Such record shall, however, be witnessed by the officers of the chapter or association actually initiating him.

Sec. 9. The initiating chapter shall promptly send the page of its roll book, on which the initiate has placed his signature, to the chapter for whom the initiation was performed. The initiate's number shall conform to the number given him by the latter chapter.

Sec. 10. Only a member of this Fraternity shall have the power to install a new chapter, the charter for which has been granted as provided in these Bylaws.

Sec. 11. The installing officers or members shall show the proper credentials given by the Executive Council of the Fraternity giving them the power to represent same at installation and shall present the new chapter with a charter signed by officers of the Executive Council bearing the Grand Seal of the Fraternity and stating the powers thereby conferred on the new chapter. A negative of a photograph of each new charter, taken before the seal is affixed, shall be prepared and placed in the national archives of the Fraternity. Unless otherwise ordered by the Executive Council, the expenses, not in excess of \$250.00 of sending a delegation to install a new chapter, shall be borne by the group being installed. The national treasury shall pay all expenses in excess of that sum. Petitioning bodies shall be advised of this ruling.

Sec. 12. Faculty or "honorary" members of a local whose petition has been granted may be initiated as charter members if such members of the petitioning body were actual organizers of same.

Sec. 13. No member of Theta Tau who is also a member of a local petitioning for a charter, shall be initiated as a charter member, if a petition be granted to the local, nor shall he be named in the charter of the new chapter. The only way he may become affiliated is by transfer of membership as provided for elsewhere in the Bylaws.

Sec. 14. When a new chapter is very large the Executive Council shall designate the names of those petitioners to appear on the charter.

Sec. 15. Any society or local which is petitioning for a charter, and is located on a campus where a Theta Tau charter has been previously revoked, shall be required to follow the same procedures as any other petitioner.

PART H—COLONIES

Section 1. The minimum membership of a colony shall be eight men interested in participating in establishing a Theta Tau colony which will ultimately petition for a charter as a chapter of Theta Tau.

Sec. 2. Membership requirements for the colony shall not be inconsistent with the requirements for Theta Tau membership as listed in other Sections of the Constitution.

Sec. 3. The group which fulfills the requirements of membership in a colony shall petition the Executive Council of Theta Tau for colony certification. The contents of the petition are to be determined by the Grand Regent. The certification of a colony shall be at the discretion of the Executive Council.

Sec. 4. The colony shall be inspected at least twice in each biennium by the Regional Director in the colony's area, and at least once by an Executive Council member. Reports of these inspections shall be made to the Executive Council.

Sec. 5. The colony shall render a report to be published in **The Gear** at least twice in each biennium describing the operation of the colony.

Sec. 6. A colony may be established at a school which is not accredited by the Engineers' Council for Professional Development at the discretion of the Executive Council if the school is moving towards accreditation.

Sec. 7. A colony of Theta Tau shall be required to pay the cost of **The Gear** on the basis of copies distributed to its membership, and the cost of the official colony pins received.

Sec. 8. Naming of colonies shall be under a system of nomenclature as specified by the Executive Council.

Sec. 9. Any literature of Theta Tau, not deemed of a secret nature, shall be made available to the colony as requested by it.

Sec. 10. Status of colony members shall be equal to that of pledges of Theta Tau.

Sec. 11. Members of colonies shall be allowed to wear the official colony pin which shall be a triangular gold shield bearing the letters "ΘΤ" in dark red. This pin shall be the same size as the official pledge pin of Theta Tau.

Sec. 12. A colony petitioning for a charter as a chapter of Theta Tau shall follow the procedure as outlined in the Constitution, Article X, and Bylaws, Chapter II, Part G.

Sec. 13. The time limit for the existence of a colony shall be three years, at the end of which time the colony shall automatically lose its Theta Tau affiliation. This colony may have its affiliation extended by petitioning Theta Tau for another three-year colonization period, but this must be approved by a four-fifths vote of the Convention.

CHAPTER III—THE CONVENTION

Section 1. (a) Each student Delegate (or Alternate) must have proper credentials signed by the Regent and Scribe of his chapter to show that he is entitled to represent his chapter at the Convention. All credentials must be on forms provided by the Executive Secretary. If the Regent or Scribe is the Delegate (or Alternate) another officer shall sign the credentials in place of the officer elected.

(b) Each Delegate (or Alternate) shall render a written report about his chapter to the Convention. He shall supply a copy of this report to each Delegate and each national officer. He shall submit a written, itemized expense account to the Grand Treasurer at the Convention.

Sec. 2. Credentials from an alumni association must be signed by its President and Secretary. If President or Secretary is Delegate, another officer shall sign credentials in place of officer elected.

Sec. 3. If the national funds are not sufficient to defray Convention expenses, all chapters except the host chapter or chapters shall be assessed before the Convention is held.

Sec. 4. The location of Conventions shall be chosen by the Executive Council.

Sec. 5. A complete report of all the business done shall be sent to each chapter and alumni association by the Grand Scribe. Reports need not be sent to dormant alumni associations even though charters have not been revoked.

Sec. 6. While the balloting at a Convention shall be done only by the Delegates and only in the presence of members of the Fraternity; any member present may take part in the debate and may rise to a point of personal privilege or point of information or order. Only those eligible to vote may make and second motions.

Sec. 7. The Convention shall meet for at least six hours on each day while in session unless all important business has been disposed of.

Sec. 8. No intoxicating liquor shall be served to Delegates or officers during business meetings of the Convention.

Sec. 9. Each chapter or alumni association wishing to present names for nomination to national office shall send such names to the Grand Scribe not later than 30 days prior to date of Convention.

Sec. 10. The location of a Convention shall not be changed later than 30 days prior to the date set for holding it, and the date cannot be changed later than 30 days prior to original date decided upon.

Sec. 11. The amount that a chapter is in arrears on May 1st prior to a Convention shall be deducted by the Grand Treasurer from the expense account of the Delegate from that chapter, provided that this amount is not paid before the Convention is in session. Such action may be waived by a majority vote of the Executive Council.

Sec. 12. The Regent of each chapter shall submit the required forms, for that chapter's Delegate and Alternate to the Convention, to the Executive Secretary not later than 45 days prior to the date of the Convention. The chapter shall be fined \$25.00 if it fails to comply with the above requirements.

Sec. 13. The Delegates to a Convention of the Fraternity, or a national meeting of any kind, officially called, and to which they have been summoned in formal manner, shall be fined ten per cent of their expense account for each and every regular business meeting they fail to attend; provided, however, that circumstances beyond their control, such as lateness of trains, accidents, or extra-ordinary happenings shall not be charged against such tardy or absent members.

Sec. 14. Delegates and Alternates to a Convention shall be elected by the following procedure:

If, after two ballots have been taken, no candidate has received the required three-fifths vote of the members, the names of all candidates receiving less than 30 per cent of the total number of votes cast shall be rejected; provided, however, that any member can call for a third ballot and it shall be held. After the next succeeding ballot the names of all but the highest two shall be rejected, and thereafter balloting shall continue until one of said two candidates is elected. At all elections of a Delegate to a Convention all members of a chapter must vote either in person or by written proxy. Said proxy shall state the purpose for which it is given and shall be filed with the Scribe of the chapter. The Regent of a chapter shall have the power to appoint the Delegate to a Convention in an emergency, but only when his chapter is not in session and when neither the duly elected Delegate nor the duly elected Alternate is able to serve. He should consult the other officers of his chapter if possible. Such appointed Delegate must personally be in good standing and must present proper credentials of his

appointment to the Convention. Delegates and Alternates must be selected from members who will be in school till the end of the academic year.

Sec. 15. The Grand Regent, with the concurrence of the Delegates to a Convention, shall have the power to employ a stenographer to record the proceedings thereof, even though such stenographer is not a member of this Fraternity. None but members shall be present at any session of the Convention in which ritualistic matters are discussed. Any Delegate wishing to present motions which he deems inexpedient to do in the presence of any but members shall have the right to ask that such nonmember stenographer be excused during such period and this shall be done. A nonmember stenographer shall be put under oath not to reveal any of the proceedings of the Convention and to give all original notes and copies thereof to the Grand Scribe. The compensation of any stenographer shall be that fixed by the Convention.

Sec. 16. When the presence of a chapter Adviser or other member at a Convention is deemed urgent, the Grand Regent shall have the power to order the expenses of such Adviser or member paid by the Fraternity.

CHAPTER IV—DUTIES OF OFFICERS

PART A—NATIONAL OFFICERS

Section 1. While sovereignty and legislative power, together with control of finances, is vested primarily in the Convention, between Conventions this power resides in the Executive Council. The functions of the Council shall be executive, judicial, legislative, and visitorial. It shall enforce the Constitution and all other enactments and resolutions

adopted by the Conventions. It shall have the power to decide all questions arising in the Fraternity, suspend charters, fill vacancies, to select headquarters, designate jewelers, organize alumni associations, suspend members, suspend officers, demand resignations, discipline chapters or members, reduce or reject claims for expenses, or take any other action for the good of the Fraternity, subject to the detailed provisions of the Constitution and Bylaws, and subject to review and approval of the next succeeding Convention. The assets and property of Theta Tau shall be vested in the members of the Executive Council as trustees for the Fraternity.

Sec. 2. In addition to the usual duties of a presiding officer and those prescribed by the Ritual, the Grand Regent shall perform the following duties: he shall appoint, under the Grand Seal of Theta Tau, another member of the Executive Council to preside at the Convention, when neither the Grand Regent nor Grand Vice-Regent can attend; he shall call meetings of the Executive Council when necessary; he shall install new chapters or appoint, in writing, a substitute to act for him; he shall sign all resolutions of a Convention and formal notifications to successful petitioners, and credentials appointing installation teams, with the attestation of the Grand Scribe; he shall investigate, or appoint alumni to investigate problems of extension, violations of the laws of Theta Tau, conditions at any chapter or petitioning organization, expenses of such investigations to be paid by the national treasury; he shall represent the Fraternity and he shall render a written report to each Convention. He shall also have the power to appoint chapter Advisers.

Sec. 3. In addition to the duties prescribed by the Ritual, the Grand Vice-Regent shall perform the following duties: he shall act as Grand Regent on occasions, such as Convention sessions, when the Grand Regent is unable to officiate; he shall perform such other duties as may be imposed upon him by the Grand Regent or the Executive Council; and he shall render a written report to each Convention.

Sec. 4. In addition to the usual duties of a secretary and those prescribed by the Ritual, the Grand Scribe shall perform the following duties: he shall keep a record of business transacted by the Executive Council and the Convention; he shall notify all chapters, alumni associations and national officers of all Conventions, of installations of new chapters, and of meetings of national importance and interest; he shall promptly transmit to chapters, alumni asso-

ciations and national officers all resolutions of the Executive Council or resolutions and amendments offered by any chapter, alumni association or member of Theta Tau; he shall have the power, during the inability to act of the Grand Regent and Grand Vice-Regent, to appoint a member to inspect any petitioning organization, the expense thereof to be paid by the national treasury; he shall execute a surety bond, to be held in trust by the Grand Regent, in a reputable bonding company, to cover each officer authorized by the Executive Council to write checks on the general Fraternity account, said bond to be in favor of Theta Tau Fraternity in the amount of \$10,000.00, and the premium to be paid by the national treasury; he shall perform such other duties as may be imposed upon him by the Grand Regent; and he shall render a written report to each Convention.

Sec. 5. In addition to the usual duties of a treasurer and those prescribed by the Ritual, the Grand Treasurer shall perform the following duties: he shall represent the Executive Council in all financial matters and shall render an annual report on invested funds to same; he shall prescribe forms for orders for official jewelry and for financial and special reports from the chapters; he shall perform such other duties as may be imposed upon him by the Grand Regent; and he shall render a written report to each Convention for review by an auditing committee.

Sec. 6. In addition to the duties prescribed by the Ritual, the Grand Marshal shall perform the following duties; he shall be a member of the Credentials Committee at Conventions; he shall investigate and approve all Convention activities not within the duties of the other officers of the Fraternity; he shall sign certificates of membership, keeping records of same; he shall perform such other duties as may be imposed upon him by the Grand Regent; and he shall render a written report to each Convention.

Sec. 7. In addition to the duties prescribed by the Ritual, the Grand Inner and Outer Guards shall perform such other duties as may be imposed upon them by the Grand Regent or the Executive Council and shall render written reports to each Convention.

Sec. 8. The national treasury shall pay the necessary expenses for the management of all national offices.

Sec. 9. The duties of a Regional Director shall be to co-ordinate regional conferences, advise and assist the chapters on chapter operation and Fraternity matters, make visits to chapters in his region when so directed or when

near them. He shall, where possible, promote extension in his region. He shall perform such duties as the Executive Council may direct. He shall render a written report to each Convention.

Sec. 10. The Archivist and Historian shall be appointed by the Executive Council. The Archivist shall be responsible for collecting and maintaining the archives of the Fraternity. The Historian shall be responsible for maintaining an up-to-date history of the Fraternity, and shall render a written report to each Convention summarizing the historical events of the biennium. The same member may hold both of these positions.

Sec. 11. The Executive Secretary shall receive a salary and other benefits as determined by the Executive Council from review of the Fraternity budget and financial condition, and may hold an Executive Council position if duly elected by the Convention. He shall regularly correspond with all chapters and alumni associations and keep a record of their officers transmitting a list of same to the other national officers; he shall conduct correspondence with prospective petitioners; he shall arrange for visits by himself and by other national officers to chapters, alumni organizations and schools thought to be potential chapter sites; he shall approve all orders for official badges and other official insignia, as requested by the chapters or members. He shall purchase or approve the purchase of materials required by the national Fraternity; he shall render a semi-annual financial report to each chapter, showing its indebtedness and shall require each chapter to render reports at appropriate times, listing new initiates, student members, those recently becoming alumni, and alumni not in good standing. He shall submit to the Executive Council an annual financial report on the Fraternity's operating fund. The Executive Secretary shall perform such other duties as the Executive Council may direct, and shall render a written report to each Convention.

Sec. 12. The Editor-in-Chief shall be responsible for the editing, printing, and distribution of **The Gear**. He shall render a written report to each Convention. The duties of the other members of the Board of Editors shall be advisory, consultative, and contributory.

PART B—CHAPTER OFFICERS

Section 1. The Regent shall preside at all meetings, initiate all pledgements, appoint all committees, witness the records of all initiates and fulfill such other obligations as may be imposed upon him by the chapter. He is responsible for the Charter, Ritual, Constitution, and chapter roll book.

Sec. 2. The Vice-Regent shall take the place of the Regent when he is unable to officiate.

Sec. 3. The Scribe shall keep the chapter records, witness the records of all pledges and initiates, keep the minutes, keep up necessary correspondence with the Executive Secretary, notifying him of pending initiations, of men pledged and depledged, of elections of officers, and of the names, addresses and other data on new alumni, and shall perform any other duty the Regent may require of him.

Sec. 4. The Treasurer shall keep the chapter funds and financial records, order all insignia through the Executive Secretary, make semiannual financial statements to the Executive Secretary not later than December 15th and May 1st of each year, and shall retain a duplicate in his own file, send to the Executive Secretary the full name, chapter, and class of each new initiate, together with national initiation fee and price of badge, collect national initiation fee from each new initiate before initiation.

Sec. 5. The Corresponding Secretary shall diligently correspond with the other chapters, the alumni associations, the Executive Secretary, and the alumni of the chapter; shall be the chapter's correspondent to **The Gear**, and shall keep the chapter alumni record up-to-date.

Sec. 6. The Regent and Scribe of each chapter shall, between April 1st and May 1st of each year, render a report of the chapter. Such report be on the form prescribed and furnished by the Executive Council, and shall be mailed to the Executive Secretary.

Sec. 7. The following data shall be given in the annual report along with any other information requested on the prescribed form:

Total number of initiates.

Total number of student members.

Total number initiated since previous report.

Total honorary members initiated since previous report.

Names of officers and their addresses.

Names of officers for the succeeding year and their addresses. (If no election has been held this list must be sent as soon as available.)

- Scholastic standing of the chapter.
- Financial standing.
- List of delinquent alumni.
- Relations with and losses to competing organizations.
- Detailed descriptions of new competitors.
- Relation with chapter alumni.
- Interest taken by alumni in chapter problems.
- Names of members deceased since previous report and addresses of their nearest kin together with all data available.
- Permanent address of chapter.
- Professional activities.
- List of men elected to honor societies.
- Suggestions for the good of the organization.

Sec. 10. The Executive Council may impose a fine of ten dollars on all chapter officers failing to render reports to the national officers as required by various sections of this Part. The Regent and Treasurer shall be jointly responsible for all financial reports and for the transmission of fees and dues. The Regent and Scribe shall be jointly responsible for all general reports. The Corresponding Secretary shall be responsible for the chapter letter for **The Gear**.

Sec. 11. No member should be elected as Regent until he has been a member of a chapter for at least one term. If possible he should have acted in another official capacity prior to his election as Regent.

CHAPTER V—FEES AND DUES

Section 1. For each student initiate, a chapter shall send to the Executive Secretary as payment to the national Fraternity a fee of \$25. Initiation fees must be collected in advance.

Sec. 2. New chapters shall send to the Executive Secretary as payment to the national Fraternity an installation fee of \$25 for each charter member, honorary member and alumnus of that local who is subsequently initiated into Theta Tau. Initiation fees must be collected in advance.

Sec. 3. Each chapter shall semiannually send to the Executive Secretary as payment to the national Fraternity the sum of \$8.50 for each member on the chapter roll during the term or semester in which these dues are payable. New initiates shall not pay semiannual dues for the term or semester in which they are initiated. Semiannual dues shall be paid on or before May 1 and December 15 of each year, and a discount of \$1.00 per man shall be allowed on all semiannual dues paid before the dates mentioned.

Sec. 4. For each honorary initiate, a chapter shall send to the Executive Secretary as payment to the national Fraternity a fee of \$13.00.

Sec. 5. The chapter shall pay all fees and expenses (including the badge) consequent to the initiation of an honorary member.

Sec. 6. Every chapter shall include the price of the badge in the initiation fee it charges to new student and alumnus members; this shall also be done with charter members by the installing officer.

CHAPTER VI—DISCIPLINE

Section 1. For breaking any of the Laws and Customs as defined in the Constitution and Ritual of Theta Tau, wilfully disobeying the orders of his chapter or the orders of the Executive Council, intentionally disclosing the secrets of the Fraternity, aiding or helping its enemies, or in any other way acting in an unfraternal manner in violation of the oath of membership, a member may be expelled from

the Fraternity and deprived of all rights and privileges of membership, and his record in his chapter's roll annotated to show details of action taken.

Sec. 2. A chapter shall have the power to investigate the conduct of a member whenever it sees fit. The acting Regent shall preside at this investigation and it shall be his duty to appoint two members to prosecute the accused member. The accused member shall have the privilege of defending himself and of employing two counsels to aid him in his defense. These counsels shall be selected from the members of the Fraternity; and all student members of the chapter not directly concerned in the trial shall constitute a jury, and all shall render a decision, and the acting Regent shall impose the penalty. Should the offense warrant expulsion, every member of the chapter shall be present either in person or by proxy.

Sec. 3. It will require a four-fifths majority of the jury of student members to suspend a member. The suspended member shall have the right to appeal to the Executive Council for review and decision and such decision shall be submitted to the next national Convention for final action. The defendant shall be so informed by the chapter. Copies of all charges against a member shall be submitted to the Executive Council and to the accused by certified mail at least 30 days before the trial is held.

Sec. 4. While the chapter has the power to discipline its members as provided for in this Constitution or Bylaws, such power is not vested exclusively in the chapter. Any member, members, chapter or alumni association can file charges against any member, members, chapter, or alumni association with the Executive Council or with a national Convention and when this is done the chapter or alumni association to which the member or members belong shall no longer have any jurisdiction, but jurisdiction shall be vested entirely in the higher judicial power whether it be the Council or the Convention. Whenever such charges are filed with the Council or when information on the unfraternal conduct of any member, chapter, or alumni association reaches the Executive Council, it shall investigate the matter and may suspend a member or the charter of a chapter or alumni association. The decision of the Council shall be subject to review only by the national Convention. If the trial is held at a Convention the Grand Regent shall appoint the prosecuting officer subject to the approval of the accuser, and the accused shall have the right to counsel. All shall be members of the Fraternity. Where a chapter is

accused its Delegate shall not have a vote and all other Delegates shall constitute the jury.

Sec. 5. If a member is suspended, the chapter has the authority to demand the return of his badge (and other insignia, manual, shingle, etc.) provided that he be refunded the price of same, and said badge (etc.) shall be retained by the chapter until such time as the suspended member is reinstated. The chapter shall immediately notify all members of the Executive Council. After a period of 90 days has elapsed the Executive Council may declare the right of appeal forfeited.

Sec. 6. A chapter can suspend a student member for nonpayment of dues, failure to attend meetings, etc., and may discipline him in other ways if thought proper. No member of this Fraternity shall be under an indefinite sentence of suspension. As unfraternal conduct has been charged against the suspended member, he shall be brought to trial as herein provided and shall be cited to appear within twelve months of the date of suspension and not later than the next national Convention.

Sec. 7. When a member is expelled, formal notice may be sent by the Grand Scribe to such of the following as may be appropriate:

- All alumni, through **The Gear**.
- All chapters of Theta Tau.
- All national officers.
- All alumni associations.

Sec. 8. Charges against a chapter made by any member to the Executive Council shall be investigated by the Council. If the Council votes to suspend the charter of the accused chapter, its charter may be revoked by a four-fifths vote of the Convention. After a charter has been suspended, charges may be brought against individual members of that chapter by the Executive Council.

Sec. 9. Every disciplinary action by the chapters shall be reviewed by the Executive Council. When a member is recommended for expulsion by a chapter he shall stand suspended until final decision is rendered by the next national Convention, unless the chapter rescinds its action with approval of the Executive Council.

Sec. 10. Subject to the approval of the Convention, the Grand Regent or any member of the Executive Council acting in his behalf, shall have the following unquestionable powers in any and all cases involving the violations of the Laws and Customs of Theta Tau, disloyalty, negligence

of officers of a chapter, or diverting the property of Fraternity organizations to unlawful uses, to wit:

Suspension of any accused member or members.

Suspension of any charter.

Confiscation of all insignia or Fraternity property.

Sec. 11. Nothing in this Chapter shall be construed as limiting in any way the full power of the Executive Council to request the resignation of any officer, declare the suspension of any member or to suspend the charter of any chapter or alumni association, for violation of any part of the Constitution or breaking any of the Laws and Customs of Theta Tau, or to declare null and void an unlawful election.

Sec. 12. Subject to the written approval of the Grand Regent, a chapter by a four-fifths favorable vote, may exclude any of its alumnus or honorary members from participation in chapter meetings. The reason for such proposed disciplinary action shall be fully explained to the Grand Regent.

Sec. 13. An expelled member may apply for reinstatement at any time by petition to the Grand Regent, accompanied by such evidence as he may care to present to support his petition. In case expelled was originally suspended by the Executive Council, his petition for reinstatement shall be submitted to the Executive Council by the Grand Regent for action. In case expelled was originally suspended by a chapter, his petition for reinstatement shall be submitted to the chapter to which he belonged, and to the chapter at which he was initiated if different from his chapter, by the Grand Regent. If said chapters or Executive Council, as the case may be, approve his reinstatement by unanimous secret ballot, the action shall be reported in writing and together with all papers connected with the case, including the testimony and findings of the trial, shall be submitted to the next Convention for approval. If approved by a four-fifths vote of the Convention, the expelled shall be restored to membership, and such order shall be recorded in the Minutes of the Convention, the chapter or chapters, and the chapter roll or rolls.

Sec. 14. When a member has been suspended by a chapter, he can be restored to full membership by four-fifths favorable vote of the chapter, subject to approval of the Executive Council.

Sec. 15. A suspended member, or one whose expulsion has been recommended by a chapter to the Executive Council, has no Theta Tau rights except the right of appeal.

Sec. 16. A candidate for pledging who has been elected by a chapter, to whom objection is made in writing by any member of Theta Tau, shall not be bid or pledged, until such objection has been withdrawn, or has been found groundless by the Executive Council. A pledge, against whom objections have been filed in writing by a member of Theta Tau, shall not be initiated until the objection is withdrawn or has been declared groundless by the Executive Council. If such objections are filed with any national officer he shall have the power to suspend pledging or initiation by the chapter concerned until the Council has rendered its decision.

Sec. 17. A four-fifths favorable vote of the Convention is necessary to expel a member.

CHAPTER VII—THE CHAPTER

PART A—CHAPTER FINANCES

Section 1. Every student member must pay dues in advance of the date due.

Sec. 2. Where a house is operated, no member shall be given credit for more than thirty days. Thereafter house privileges shall be refused until full settlement is made.

Sec. 3. Every member must pay his account in full before leaving college or at the end of each college year, or, if he cannot pay in full, he shall give a note of the customary iron-clad form to run not over one year.

Sec. 4. Delinquent members who deliberately refuse to pay their debts shall be expelled.

Sec. 5. An auditing committee shall be appointed by each chapter which should consist of alumnus or honorary members, and this committee shall audit the books annually or at least as often as there is a change of officers,

shall then settle all disputes on accounts, and shall draw a ledger balance, a copy of which shall be sent to the national officer having charge of alumni matters and finances of chapters.

PART B—CHAPTER EQUIPMENT

Section 1. Each chapter shall have a charter, a copy of the Constitution, a copy of the Ritual, a roll book of prescribed form, a Bible, the coat of arms, stationery with Theta Tau letterhead, a ledger for accounts, and a minute book, and such other materials as may be necessary for conducting its business. All chapters must use stationery with Theta Tau letterhead for Fraternity correspondence.

Sec. 2. Every chapter shall, in its own name, maintain a permanent address such as a post office box or a street address where mail can always reach it, such address to be published in **The Gear** in addition to the names and addresses of such officers as may be given therein.

Sec. 3. Each chapter shall establish and maintain as early a date as possible a permanent headquarters; such headquarters to be in the form of the usual fraternity house or a club room, as may be most expedient or convenient for the chapter. Such headquarters shall be for the exclusive use of the said chapters. Each chapter shall submit to the Executive Council for its approval a plan whereby the necessary funds may be collected for this purpose.

Sec. 4. Gambling, the keeping or using of intoxicating liquors, or any immoral conduct in any headquarters or house of any chapter of this Fraternity shall be unlawful.

PART C—HOUSE ASSOCIATIONS

Section 1. Every chapter incorporating or otherwise organizing an association for the purpose of acquiring a headquarters as stipulated in the Policy of Theta Tau, shall submit copies of the articles of incorporation and all other regulations governing such corporations or associations to the Executive Council for its approval.

Sec. 2. The Executive Council shall have the privilege of acquiring membership in any house association or corporation, and the Grand Vice-Regent shall act as its representative subject to approval of the Grand Regent. The Grand Vice-Regent shall keep in active touch with the officers of such associations or corporations and act as their adviser.

Sec. 3. Whenever the law permits, the articles of incorporation of every house association or corporation shall provide that membership in same shall cease when membership in the Fraternity ceases from any cause whatsoever; and that there shall be no restitution of subscriptions or contributions.

Sec. 4. The articles of every house association or corporation shall plainly state that the association or corporation exists solely for the benefit of Theta Tau and its members. Any attempt to divert the property and purposes of such organizations to any fraternity other than Theta Tau shall be considered a violation of the Laws and Customs of the Fraternity and the Grand Regent shall have the power to suspend any member or members guilty of such attempts and shall bring charges of disloyalty against them. If such charges are sustained by the Executive Council, they shall be submitted with the recommendations of the Executive Council, to the chapter or chapters to which the accused members belong or to the Convention.

PART D—CHAPTER ROLL

Section 1. Every initiate must be given a number on this roll. The number so given must coincide with that on the badge order and report of initiation.

Sec. 2. Names and numbers on badge order and initiation report must be compared with information on the chapter roll to assure accuracy.

Sec. 3. Affiliates from another chapter are not given a number by the chapter they are joining. In place of the consecutive number given to an initiate, the name of the chapter from which the affiliate has been transferred and the number he received from that chapter should be inserted.

Sec. 4. Numbers should be consecutive but if a number is missed it can later be given to some subsequent initiate, preferably an honorary or alumnus member. It is important that the last number issued represent the total number of men actually initiated by a chapter.

Sec. 5. Chapter roll pages contain the following heading:

Initiate No.

In the blank space before the word "initiate" shall be inserted the class of membership, i.e., "charter" for a charter member, "honorary" for an honorary member, "affiliate" for an affiliate from another chapter, "student" for a student member, or "alumnus" for an alumnus of a local receiving a charter who would have been classed as "student" had he been a student at the time of installation.

Sec. 6. Faculty or honorary members of a local who are eligible as charter members will sign the roll as "charter" members.

Sec. 7. Charter members shall be those student, alumnus, or faculty members of the local who deserve this distinction by having been instrumental in achieving affiliation with Theta Tau, as determined by the petitioning body, and who signed the petition. All other members of the petitioning body shall be classified as student or alumnus members as appropriate.

Sec. 8. It is important that the records of each man be completed at the time of initiation. (Refer to Part II of Ritual). All the data requested must be furnished.

Sec. 9. The roll must be signed, dated and witnessed at the time of initiation.

Sec. 10. If the Regent or the Scribe is absent, those acting for them must sign. If the presiding officer is a visitor, he must also sign the record of each member. A temporary officer, acting for an absentee, shall put a circle around the sign of office to indicate his temporary status. Additional sheets for the chapter roll are to be provided by the Fraternity.

Sec. 11. If a member is transferred to another chapter, such action must be recorded on his roll page and must be signed by an officer of the chapter. The date of transfer so recorded must be identical with the date on the letter of transfer transmitted to the chapter with which the member expects to affiliate.

Sec. 12. It is desirable that the date of death of any member be recorded on his roll page.

Sec. 13. No page in the chapter roll book should be destroyed. If a member is expelled, the action shall be recorded on his roll page. It is desirable to give as much detail as possible.

Sec. 14. The record of an alumnus of a petitioning body shall be witnessed by the officers actually initiating him. The record must in all cases be sent by certified mail to the chapter to which alumnus belongs and must be inserted in the roll of that chapter.

Sec. 15. Since every member is to memorize the oath in the chapter roll, it is imperative that honorary and alumnus members be given a copy of the oath at the time of initiation.

CHAPTER VIII—ALUMNI ASSOCIATIONS

Section 1. It shall be the duty of the President of each alumni association to render an annual report in triplicate to the Grand Scribe covering the activity of the association, engineering employment opportunities, etc.

Sec. 2. If a charter of an alumni association is suspended as provided for in the Constitution, charges against individual members of said association can be brought as provided for in the Bylaws. Charges should be filed with the Executive Council or a Convention.

Sec. 3. An alumni association shall have the right to defend itself before the Executive Council or a Convention by personal representation or by proxy, but only by members of this Fraternity.

Sec. 4. An honorary member may represent an alumni association as Delegate, or in any other official capacity.

Sec. 5. To have a voting representative at a Convention, an alumni association must have at least seven members, hold meetings at least once a year, and must comply with Section 1 during each year of the previous biennium it has been in existence.

Sec. 6. Delegates from an alumni association shall be elected by not less than a three-fifths vote of all members attending the meeting at which such election takes place. The names of possible Delegates shall be mentioned in notices of meeting. All members of the association must be notified of such meeting. Their written vote or proxy shall count as if they themselves were present.

Sec. 7. When an alumni association has been requested to vote upon any matter the vote must be returned to the Grand Scribe within a sixty-day period. If such an association does not send in a vote within a sixty-day period the right to vote shall be considered forfeited.

Sec. 8. Membership in alumni associations is strictly confined to alumnus or honorary members. Membership in any alumni association shall be open to initiates of any chapter who reside in the area served by that alumni association.

CHAPTER IX—CONSTITUTION AND BYLAWS

Section 1. Amendments to these Bylaws can only be made by a two-thirds favorable vote of the Convention, except where otherwise stated.

Sec. 2. Amendments to these Bylaws shall not be retroactive.

Sec. 3. If a chapter loses its copy of the Constitution, the Executive Secretary may replace it by another copy for which the chapter shall pay \$10.00.

Sec. 4. The Fraternity will pay the sum of \$10.00 to anyone returning a lost copy of the Constitution to any of its chapters.

Sec. 5. The Constitution is the property of the national Fraternity and is loaned to the chapters, alumni associations, and officers. It is to be returned to the Executive Secretary when such return is demanded.

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