

Chapter Constitution

Constitution for George Mason University's Chapter of Kappa Kappa Psi

Preamble

Be it known that the Mu Omicron chapter of Kappa Kappa Psi, National Honorary Fraternity for College Bandmembers, is an organization operating exclusively for George Mason University on the Fairfax campus for the following several purposes:

- To promote the existence and welfare of the college and university bands and to cultivate at large a wholesome respect for their activities and achievements.
- To honor outstanding band members through privilege of membership extended as a reward for technical achievement and appreciation for the best in music.
- To stimulate campus leadership and promulgate an uncompromising respect through the medium of the college band for gracious conduct, good taste and unswerving loyalty.
- To foster a close relationship between college bands and promote a high average of attainment by the performance of good music and selection of worthwhile projects.
- To provide a pleasant and helpful social experience for all engaged in college band work and to cooperate with other musical organizations in any manner consistent with the purposes of the institution at which chapters are located.

The Mu Omicron Chapter of Kappa Kappa Psi will be subjected to the jurisdiction of George Mason Student Involvement and the right of review by the President of George Mason University or his/her specifically designated representative.

1. General

1.1 This document establishes and prescribes the authorized regulations pertaining to the functions and the organization of the component parts of the body for which it is part.

2. Name

2.1 The name of this organization shall be the Mu Omicron Chapter, Kappa Kappa Psi, Honorary Band Fraternity for College and University Band members.

2.2 Throughout this document the name Chapter will refer to the official name as noted in section 2.1.

3. Rules of Order

3.1 The current edition of Robert's Rules of Order, unless otherwise specifically stated in the Constitution, shall govern the deliberations of all component parts.

4. Constitution Adoption

4.1 This Constitution shall be considered adopted when the Secretary of the Chapter records the favorable votes of the three-fourths (3/4) of the present eligible voting membership of the Chapter.

4.2 This Constitution shall be considered effective immediately upon adoption, after review of the National Council of Kappa Kappa Psi, and a ¾ vote of membership, the Council of Student Umbrellas and the Director of Student Involvement of George Mason University.

4.3 Any and all previous Constitutions, together with any and all amendments and by-laws thereto, shall become void and are superseded by this Constitution upon adoption.

4.4 Grammatical errors within the constitution may be corrected without a vote from the active members. These grammatical errors may not change the intent of the words written, they may only correct the punctuation and spelling.

5. Constitutional Amendments

5.1 The Parliamentary Committee may submit a proposed amendment for the Constitution to the Chapter for consideration. Proposed amendments shall be presented at regularly called meetings of the Chapter. All proposed amendments must be presented to the Chapter by the Parliamentary Committee.

5.2 A minimum deliberation period of one (1) week shall pass between the time that the proposed amendments is presented to the Chapter by the Parliamentary Committee and the Chapter's voting on the proposed amendment.

5.3 The proposed amendment shall be voted on at a regularly scheduled meeting of the Chapter. If at least three-fourths (3/4) of the active membership present voted favorable on the proposed amendment, it shall be declared adopted. The present membership shall equal or be greater than the specified amount for quorum.

5.4 Adopted amendments to the Constitution shall be written and added as integral parts within the Constitution. The Chapter membership shall receive a written copy of the newly adopted amendments by the next regularly scheduled Chapter meeting.

5.5 Amendments that have been adopted by this Chapter shall be considered effective immediately after review as prescribed in paragraph 4.2 of this Constitution.

5.6 The Office of Student Involvement must review all amendments in the same manner as a completely new constitution.

6. By-Laws

6.1 A by-law is defined as the following: a rule by which an organization is governed. A by-law is an addendum to the Constitution that will be in effect unless repealed, amended, or superseded, for the duration of the academic year.

6.2 A by-law may not contradict any part of the current Constitution.

6.3 To rescind, amend, or suspend an existing by-law, a majority vote from the chapter, in favor of change, is needed.

7. Officers

7.1 Chapter Officers listed in descending order shall be as follows: President, Vice-President of Service, Vice-President of Membership, Secretary, Treasurer, Historian, Alumni Liaison, Parliamentarian, Social Chair, Music Chair, and Webmaster

7.2 The active members of the Chapter shall elect the following Chapter officers at the next-to-last regularly called meeting before the end of the academic year: President, Vice-President of Service, Vice-President of Membership, Secretary, Treasurer, Historian, and Alumni Liaison.

7.3 Each Chapter officer will be an active member of the fraternity in good standing at the time of the election and during the Officer's entire term of office. In addition, the President, Vice Presidents, and Treasurer shall have been active members in good standing for at least two academic semesters prior to their election. All other officers shall have been active members in good standing for one academic semester prior to their election. Each officer shall be willing and able to devote sufficient time and energy to the execution of the responsibilities and the duties of the office during their entire term. Each officer shall not serve as a student teacher during any semester of his or her term in office. An Officer is required to perform in a major music ensemble both academic semesters of the term. If not, that Officer must be removed from office unless proof of a class conflict is presented to and accepted by a two-thirds (2/3) favorable vote of the active Brotherhood by a secret ballot. The Chapter Sponsor and Director of Bands shall have the authority to exempt any officer from a specific requirement of office except for the ban on student teaching while holding office. Chapter Sponsor and Director of Bands consent shall be presented to the chapter in formal written consent for the positions of President, Vice President of Service, Vice President of Membership, Secretary, and Treasurer at the time of elections.

7.4 Nominations for each office shall be made from the floor of a meeting and a majority (fifty percent plus one minus abstentions (50% + 1 – abstentions)) vote of the eligible members present (provided a quorum is present)

shall be necessary for the election of the candidate. If no one receives a majority of the votes, then a runoff election shall be held between the top two vote receivers. Nominations and elections of each Officer shall be conducted exclusively and in descending order of office as listed in section 7.1.

7.4.1 Nominations for each office shall be made from the floor of a meeting.

7.4.2 A majority vote (fifty percent plus one minus abstentions (50% + 1 – abstentions)) of the eligible members present (provided a quorum is present) shall be necessary for the election of the candidate. If no one receives a majority of the votes, then a runoff election shall be held between the top two vote receivers. Nominations and elections of each Officer shall be conducted exclusively and in descending order of office as listed in section 7.1.

7.4.3 On the day of elections, nominees must submit a packet including

- a) Unofficial transcript
- b) GPA included
- c) A resume
- d) 1 platform per nominated position.

7.5 Each Chapter officer shall serve for a period of one (1) year, or until the succeeding Officer has been installed. No elected Chapter officer shall serve in the same position for more than two consecutive academic years. The Chapter Sponsor and Director of Bands shall have the authority to exempt any officer from a specific requirement of office.

7.6 In the event that an Officer does not attend to the duties of the office in a satisfactory manner, as seen fit by the active membership (as designated in section 12.2) the Chapter may remove that Officer. A vote of three-fourths (3/4) or greater, in favor of removal, of the total active membership of the Chapter is required for the removal of an officer.

7.7 The executive board may appoint an interim Officer between the time of the resignation or removal of an Officer and the installation of a new Officer.

7.8 The President shall preside at all meetings of the Chapter and be a member of the ex-officio of all Chapter committees. The President shall co-sign all checks for expenses and/or reimbursement along with the Treasurer. The President shall sign all contracts and other instruments for fraternity business. The President shall prepare and send all reports to the National Executive Director of the Fraternity.

7.9 The Vice-President of Service, in the absence of the President at a chapter meeting, or if the office of President is vacated, shall perform the duties of the office of President. The Vice-President of Service shall serve as the head of the Service Committee and devote him/herself to finding service projects for that chapter that fit and promote the purposes of Kappa Kappa Psi.

7.10 The Vice-President of Membership shall be responsible for the education, training, and initiation of members and of ordering of the regalia from the National Headquarters. The Vice-President shall distribute the most current schedule of Chapter events to prospective members within one (1) week after First Degree. The Vice-President shall advance the purposes of the Fraternity as stated in the Preamble of the Constitution by promoting the work of the Chapter as performed by its several officers and committees.

7.11 The Secretary, in the absence of the President and Vice-Presidents, shall reside at all meetings of the Chapter. The Secretary shall record the minutes of all meetings of the Chapter, which will be submitted to each Chapter Sponsor and Director of Bands and to the Brotherhood no more than three (3) days after the meeting is held. The Secretary shall maintain a permanent record of each active, conditional, and associate member of the Chapter including name, address (both local and permanent), telephone number, date of birth, instrument(s) played, and email address. The Secretary shall sign all contracts and other instruments of business incurred by the Chapter. The Secretary shall keep a running list of all by-laws passed by the Chapter, separate from the minutes. The Secretary shall be responsible for the filing system, and shall report to the Chapter Officers prior to every Chapter meeting the status of each Brother with respect to attendance of Chapter meetings and functions. The Secretary shall distribute the most current schedule of Chapter events to all active, conditional, and associate members. The Secretary shall

also be responsible for all Chapter correspondence, including submissions of District and National Publications. This shall go out at the end of every semester. The Secretary shall be responsible for maintaining the Chapter email account, which includes checking it on a regular basis, responding to messages, and forwarding messages to the appropriate Brother(s). A printed archive of chapter recorded business is to be kept and meeting minutes are to be submitted to the Chapter at the last meeting of each semester by the Secretary. Printing is not to be done by means of personal funds. The Secretary shall also serve as the head of the Academic Committee. As Chair of the Academic Committee, the secretary will be responsible for looking at brothers' GPA's to determine if they meet our Academic Standards.

7.12 The Treasurer shall control the receipts and disbursements of all monies of the Chapter and shall submit recommendations concerning the financial policies of the Chapter as may be required. The Treasurer and the President shall co-sign all checks for monies disbursed. The Treasurer shall be responsible for the collection of all dues and receipts. The Treasurer shall deposit all monies received, within one (1) week of receiving the money. The Treasurer, in conjunction with the fundraising committee, will be responsible for developing a budget for the upcoming academic semester.

7.13 The offices of Historian and Alumni Liaison shall be elected positions, following the election of Treasurer. The offices of Parliamentarian, Social Chair, Music Chair, and Webmaster shall be appointed by the Executive Council. None of these positions shall have executive council rights. These positions should be looked at yearly to determine the need for them.

7.14 The Historian shall be responsible for maintaining a written and pictorial record of the activities of the Chapter. This includes ensuring that the point person for any Chapter event has filled out and submitted to the Chapter, no later than the next regularly called Chapter meeting following the end of the event, the event form. The Historian shall be responsible for updating the brotherhood tree no later than one (1) week after the new brothers have been initiated into the Chapter. S/he shall also be responsible for updating the Chapter bulletin board no later than one (1) week after the Initiation of 3rd Degree. The Historian shall be the point person for the planning and the publication of Chapter the newsletter, provided there are more than 15 active or associate members. This shall go out at the end of every semester.

7.15 The Alumni Liaison shall conduct permanent address information and dispense Life Membership applications and Alumni Association membership to all Brothers graduating or leaving the University, and, in turn, supply this information to the National Office. The Alumni Liaison shall assist the Webmaster in the maintenance of the Alumni link from the Chapter website, and shall be the committee head for the Alumni Ad-hoc committee.

7.16 The Parliamentarian shall advise the Chair of chapter meetings on matters of Parliamentary Procedure and constitutionality of motions. The parliamentarian shall also act as the Sergeant-at-arms. As Sergeant-at-arms the Parliamentarian is responsible for keeping decorum at chapter meetings. The Parliamentarian shall also be the chair of the Parliamentary Ad-hoc Committee and the chair of the Standards Ad-hoc Committee.

7.17 The Webmaster shall be responsible for the maintenance of the Chapter website, and updating it at the discretion of the Chapter President. All Chapter of the online social accounts outside of the Chapter email account are to be linked to the gmukkswebmaster Gmail account. The passwords may be different from each other and must be different from the Chapter email account's password.

7.18 The Service Chair shall be responsible for coordinating service projects for the Chapter. S/he shall constantly be aware of the state of affairs of the band program and endeavor to find every way that the Chapter can better the well being of the band program. S/he shall be in close contact with George Mason University, and their Band directors as well as the Chapter President to collaborate any efforts that the Chapter can put forth to serve the band program.

7.19 The Treasurer shall be the chairperson of the Fundraising Committee, and shall be responsible for coordinating fundraisers. S/he shall work to endeavor to provide means for the Chapter to raise money that will allow it to better serve the band program and run the Chapter's affairs, as well as provide social events to promote brotherhood within the Chapter and friendship with members of the band program.

7.20 The Music Chair shall be responsible for promoting musicianship within the chapter. The Music Chair shall work with a SMUS faculty member to help find ways of promoting musicianship within the chapter. The Music Chair shall be responsible for making sure members of the fraternity know the fraternity song and hymn. The Music Chair shall also be responsible for encouraging and helping members of the fraternity join other ensembles.

7.21 The Chapter Officers shall serve without compensation.

7.22 The Chapter shall have a primary Advisor who shall be a member of the faculty or staff at George Mason University. If at all possible, the Advisor should be a Band Director, Assistant Band Director, or someone recommended by them.

7.23 Each Active or Associate Brother of the Chapter shall serve on at least one regularly established committee per semester, providing chapter membership is equal to or exceeds 15 Brothers. If chapter membership is under 15 Brothers, each Active or Associate Brother of the Chapter shall serve on two regularly established committees per semester. The regularly established committees include the following: Service Committee, Fundraising Committee, Social Committee, Membership Committee, and Executive Board. Members of the Executive Board shall serve on no less than two committees, regardless of Chapter size.

8. Finances

8.1 All monies of the Chapter shall be regulated by the Chapter Treasurer. All expenditures shall be made by check, co-signed by the President and Treasurer, drawn on a Chapter designated bank, or from cash funds, upon the presentation of receipts from the materials to the Chapter.

8.2 The fiscal year for the Chapter shall be from July 1st through June 30th. A budget will be adopted at the beginning of each fiscal year, and all financial policies shall be regulated by the set budget.

8.3 The Chapter President and Treasurer shall establish the annual dues of the Chapter, assessed to each member, at least two (2) weeks prior to the first day of classes for George Mason University, Fairfax Campus. National dues shall be paid out of this sum before September 30th of each year.

8.4 Expenditures and reimbursements made out of a budget must be reviewed and approved by the Chapter Treasurer. All expenditures and reimbursements not included in a budget must be voted on and approved by the majority of the Chapter. A receipt must accompany all requests for reimbursements.

9. Meetings

9.1 A regularly called meeting of the Chapter shall be held weekly during the academic school year of the University. The dates of the meeting shall be determined, a schedule will be written and distributed to all Brothers and prospective members by the appropriate officer (as defined in Section 7), and reminders shall be sent out accordingly.

9.2 Special Chapter meetings may be called by the President, Sponsor, Director of Bands, or one-third (1/3) of the active Brothers of the Chapter. These Special meetings may be held as often as necessary as deemed by the Chapter. The exact time and place of the meeting shall be determined by the party responsible for calling the meeting.

9.3 For the policy on meeting attendance and absences refer to the Official Attendance Policy.

9.4 Greater than fifty percent (50%) of all active brothers, including two (2) Officers of the Chapter, shall constitute a quorum at all Chapter meetings.

9.5 Every active Brother shall be eligible to vote and participate in discussion at Chapter meetings, except for the presiding officer, who may be the tiebreaker.

9.6 After September 30th, no member shall be eligible to vote until both National and Chapter dues have been paid. Newly initiated members are not eligible to vote if their dues have not been paid within 30 school days (excluding exams and semester breaks, but including weekends surrounded by academic weekdays) of initiation.

9.7 In general, the order of business of all chapter meetings shall be:

- a. Opening Ceremonies
- b. Report of Chapter Officers
- c. Unfinished Business
- d. New Business
- e. Report of Committees
- f. Closing Ceremonies

When deemed advisable, the general order of business may be changed by the Chapter President.

10. Membership

10.1 Chapter membership shall consist of seven (7) types: Active, Conditional, Inactive, Associate, Honorary, Alumni, and Life Membership. No membership shall be recognized by the chapter until all initiation fees have been paid and the initiation, as prescribed by the Ritual, completed. All Active, Associate, and Conditional memberships expire September 30th.

10.2 An initiated member of Tau Beta Sigma shall never be granted Active status in Kappa Kappa Psi.

10.3 It shall be the duty of each active member to attend all meeting of the chapter, to pay promptly all financial obligation to both the Chapter and the Fraternity; to become acquainted with National, District, and Chapter Constitutions and the history of Kappa Kappa Psi; and to support the efforts and purposes of the chapter and Fraternity.

10.4 Any recently active member of Kappa Kappa Psi chapter is, upon transferring to George Mason University, Fairfax Campus, eligible to become an active member of the Chapter. Active membership will be granted to the member upon enrollment in George Mason University, Fairfax Campus band program and fulfillment of all financial obligations.

10.5 Active members of the Chapter shall be registered, full time students and members of the George Mason University, Fairfax Campus. They must also be registered in a major music ensemble, or be a member of the Declaration Winter Guard, for both semesters of the academic year in which they are a member. Active members are those who have been formally initiated after completion of their Membership Education Program. The Sponsor and the Director of Bands may exempt members from the requirement of being "full time" student. If no acceptable conflict is presented and the Brother refuses to accept conditional status, the Brother shall be presented for a vote of suspension. All annual dues must be paid up-to-date to maintain active membership in the fraternity. Active members shall have unlimited rights of discussion and voting.

10.6 Major Music Ensembles:

10.6.1 A major music ensemble is defined as a George Mason University School of Music approved music ensemble. The Chapter Sponsor and Director of Bands shall have the authority to exempt any member from this specific requirement.

10.7 Unless decided by the by-laws, all Associate, Honorary, Alumni, and Life members shall have the rights to discussion.

10.8 A bandmember may be offered prospective membership in the fraternity after the satisfactory completion of one (1) semester as a member of a George Mason University Fairfax Campus major music ensemble (refer to section 10.6 for band definition). The bandmember shall be a qualified musician, possess unusually good character, demonstrated leadership potential, and shall be a member of a major music ensemble as defined in section 10.6 in the semester in which prospection membership has been offered.

10.9 Prospective vote requirements:

10.9.1 In a Chapter meeting, any active member of the Fraternity shall be permitted to propose the name of an eligible person to become a prospective member. If the name is brought up during the semester (after the vote), the name shall be tabled to the Membership/Expansion Committee for consideration for the following semester.

10.9.2 The preliminary vote will take place to determine eligibility of the prospective members. If four (4) active brothers recognize and grant approval to be placed on the ballot for the first vote, then the prospective name passes. The vote goes on without discussion; it is only for recognition of prospective.

10.9.3 The first vote must consist of no more than twenty-five percent (25%) of the active membership or four members, whichever is greater, voting in a negative fashion. A negative vote of 25% or 5 members, whichever is greater, signifies the Membership Education will be discontinued. Otherwise the prospective will continue the Membership Education Program.

10.9.4 Second Vote will be held no more than one (1) week prior to Second Degree, and will consist of a vote the total active membership. A negative vote of 25% or 5 members, whichever is greater, will discontinue the process of Membership Education. Otherwise the prospective will continue in the Membership Education Program.

10.9.5 Third vote will consist of a vote of the total active membership. A 75% positive vote is necessary to continue the process of Membership Education, otherwise the prospective will not continue in the Membership Education Program.

10.10 Before being eligible for active membership, a candidate must serve a period of membership education prescribed by the Chapter Membership Education Program prior to Second and Third Degree. All candidates must successfully pass the preliminary vote and first vote to be considered for membership in the Chapter. At the time of first vote, each candidate shall have at least a 2.5 cumulative grade point average.

10.11 Membership vote shall occur in the following manner: the preliminary vote and First vote shall be presented by Membership/Expansion Committee during the regular business meeting before the end of the first academic month (30 days). This vote determined the presentation of Chapter invitations to eligible candidates. Second vote must be held no more than one week prior to Second Degree. Third vote must be held after the Final Exam at a time convenient to the members of the chapter but no more than one week prior to Third Degree. All three votes are subject to the procedure stated in paragraph 10.9

10.12 Immediately upon a candidate's successful completion of the Membership Education Program and prior to installation, the Recording Secretary shall submit the proposed name, using the Information card provided for the purpose, to national Headquarters for a final check. The candidate shall not be considered initiated until the name has been received by the National Headquarters and until it has been recorded in the Master Chapter Roster at the National Office.

10.13 Prior to initiation, the candidate shall pay an initiation fee (non-refundable) to the Chapter Treasurer, who shall forward it to the National Headquarters. This initiation fee shall entitle the initiate to receive a membership certificate, identification membership card, and a gold recognition pin, all to be supplied by National Headquarters.

10.14 Conditional status in the Fraternity may be requested by an active member in good standing when that member cannot, without undue hardship, continue to meet the requirements for active status. The request shall be in writing and shall state the specific reasons for requesting conditional status. To become effective, the member shall have paid National member dues for the current academic year. The request shall be approved by a majority vote of the Chapter, with approval of the Director of Bands.

10.15 Conditional members may attend Chapter meetings, observe and participate in rituals, participate in Chapter fundraisers and service projects, attend Chapter social functions, attend District events and/or meetings, and attend National Convention. Conditional members shall not hold office, propose candidates for membership, vote on any matters, or act in the capacity of a Big Brother. Conditional status shall not be maintained for more than one (1) year. To continue to hold Conditional status for longer than one (1) year, the Conditional member must resubmit the request to remain Conditional.

10.16 If no chapter of Tau Beta Sigma exists at George Mason University, Fairfax Campus, then, upon transferring to George Mason University, any previously active member of Tau Beta Sigma, who meets the transfer requirements of the Kappa Kappa Psi Transfer policy, shall be granted conditional status in the Chapter. The conditional membership shall not exceed thirty (30) days during which time such member shall enter an orientation period to become familiar with the principals of Kappa Kappa Psi and the operations of the Chapter. At the end of the orientation period, such member may request associate status. Associate member status shall be conferred upon such member with approval of the Chapter, Chapter Sponsor, and Director of Bands.

10.17 Former active members who are enrolled in school but do not pay membership dues shall be classified as inactive members. Inactive members are not considered in good standing have no privileges of Fraternity membership. Inactive members may not participate in any Fraternity business, projects or activities. To return to active status, said member must request in writing of the Chapter. Upon approval by the Chapter, Chapter Sponsor, and Director of Bands and payment of all financial obligations to the National Headquarters and Chapter, said member shall be returned to active status.

10.18 Associate members shall have all rights, privileges and responsibilities associated with active membership. Associate membership shall be granted to any member who has previously transferred to a Kappa Kappa Psi chapter under the Kappa Kappa Psi Transfer Policy or who has been granted honorary membership in lieu of the Transfer Policy.

10.19 Honorary members of the Fraternity shall possess the same qualifications as active members except that they shall not necessarily be regularly enrolled in the university nor possess any qualifications as a musician. They shall be generally recognized as outstanding in their field of endeavor or shall have performed outstanding service for the College or University Band or Fraternity.

10.20 An initiation fee for each Honorary Member installed by the Chapter shall be paid by the Chapter to the National Headquarters prior to the initiation and shall entitle the Honorary Member to Life Membership Privileges in the Fraternity without further obligation to the National Office. The National Headquarters shall provide a special membership certificate, identification membership card, and gold recognition pin. Additional jewelry for Honorary Members may be purchased by the Chapter if deemed advisable.

10.21 Alumni members of the Fraternity shall be those members of the Fraternity in good standing with the Chapter who have completed their education or have terminated their affiliation with the university. Any alumni member shall have all privileges of an active member, except those of voting and introducing business. In the event an alumni member wishes to reactivate with the chapter, said alumnus must be registered as a student, be an active member in the band, and meet requirements as an active member of the Chapter.

10.22 Any Alumni member upon payment of a Life Membership contribution, the amount to be set by the National Chapter, along with an application to the National Headquarters, shall be entitled to Life Membership privileges and may, if desired, subscribe to *The Podium*.

10.23 Upon due cause, a member of the Fraternity may be placed on probation with a favorable vote of seventy-five percent (75%) of the total active membership of the Chapter and approval of the Chapter Sponsor and Director of Bands.

10.24 A member placed on probation shall be informed, in writing of the following: the reasons for probation; a specified time period in which to make restitution; and the obligations needed to be fulfilled within that time period. The Chapter and Chapter Sponsor and Director of Bands shall approve fulfillment of all probationary obligations. Failure to complete all obligations is just cause for either an extension of the probationary term or for the initiation of suspension proceedings.

10.25 Upon due cause, a member of the Fraternity may be suspended with a favorable vote of seventy-five (75%) of the total active membership of the Chapter and approval of the Chapter Sponsor and Director of Bands. Suspended members may not participate in any Fraternity business, projects, or activities.

10.26 A member placed on suspension shall be informed, in writing, of the following: the reasons for suspension; a specified time period in which to make restitution; and the obligations needed to be fulfilled within that time period. Fulfillment of all obligations within the specified time period shall return said member to previous membership status. Failure to complete obligations is just cause for either an extension of the suspension term or the initiation of expulsion proceedings.

10.27 Upon due cause, a member of the Fraternity may be expelled with a favorable vote of seventy-five percent (75%) of the total active membership of the Chapter and approval of the Chapter Sponsor and Director of Bands. The member will be given a hearing before the said motion is voted on. The vote will be a secret ballot and the member will be informed of the vote totals. Having been expelled, the Brother shall return to the chapter all regalia and property of the Fraternity in possession, and the name of the Brother shall be stricken from the Master Chapter Roster at the National Office.

10.28 Membership status in Kappa Kappa Psi may not be terminated by the member through resignation. However, a member may be suspended or expelled for due cause by the Chapter of his/her affiliation.

10.29 Attendance by all active Brothers is required at all Degrees, unless the absence is an acceptable university excuse for missing an exam (e.g. military duty, death in the family, illness, etc.). Any active Brother wishing the excuse presented to be accepted, though it's not a university excuse, must have at least 24 hours prior approval by the Chapter President with the advisement of the Vice-President. Two (2) unexcused absences from ritual are grounds for probationary proceedings.

10.30 Failure to remit all dues and levies to the Chapter Treasurer before the end of the first academic month (30 days) shall result in that member becoming inactive. To return to active status, said member must request in writing of the Chapter. Upon approval by the Chapter, Chapter Sponsor, and Director of Bands and payment of all financial obligations to the National Headquarters and the Chapter, said member shall be returned to active status. Failure to remit all dues and levies to the Chapter Treasurer prior to the end of the first academic month (30 days) shall result in that member being presented for a vote of suspension.

10.31 Membership in this organization will not be restricted on the basis of race, color, religion, national origin, disability, sexual orientation, veteran status, sex or age.

10.32 All active brothers shall submit to the Chapter President or Vice President a current unofficial transcript before the second official chapter meeting of the semester. GPA shall be above a 2.0 on a scale of 4.0 for active brothers and above a 2.75 for executive board. Any brother with below a 2.0 cumulative GPA shall be placed on automatic probation until his or her GPA is above a 2.0. Potential prospective members must also submit an unofficial transcript with their membership application. Sponsor and Director of Bands may not exempt prospective members or non-exec brothers; sponsor and Director of Bands may exempt members of the executive board from the GPA requirement.

10.33 In order to become a Big Brother, an Active Brother will be subject to taking the active membership test semi-annually, or once per semester. The test can be taken starting from the designated retreat date, or an otherwise specified date given by the VPM. Passing percentage is a minimum of eighty percent (80%).

10.34 Any brother below a 2.5 cumulative GPA will be required to go to chapter study hours every week. The Academic Chair will determine the study hours. The study hours will abide by the rules of the committee meeting section of the Official Attendance Policy.

10.35 All active brothers shall complete at least 15 hours of service per semester at events acknowledged by the Vice President of Service.

10.35.1 If upon the last chapter meeting of a semester any brother is found to have not met the service requirement for the semester, there shall be a vote regarding the placement of the aforementioned brother(s) onto probationary status for the following semester.

11. Delegates

11.1 The Chapter shall be represented at each Northeast District and National Convention by a delegation. The delegation shall consist of a delegate and as many alternates as the Chapter deems necessary. Each delegate, alternate delegate, or members acting as proxy, shall have a current membership card.

11.2 The active members of the Chapter shall elect its delegates at a regularly called meeting. The election shall be held at least thirty days prior to the start of the Northeast District Convention and at least ninety (90) days prior to the start of the National Convention.

11.3 Each delegate must be an Active, Associate (that has gained full status before the convening of the convention) or Life Member of the Fraternity at the time of election.

11.4 In lieu of an elected delegate and/or alternate and/or member(s) acting as proxy(ies), the President may appoint any that are necessary, if the deadline has expired.

11.5 Each official delegate, alternate, or proxy shall serve for the duration of that convention (from the opening of the convention to the end of the closing meeting of the convention).

11.6 Each official delegate shall make the necessary arrangements to be in attendance and shall be prepared to take an active part in the business of the Convention.

11.7 Chapter delegates, alternates, and proxies shall serve without compensation. Expenses of Chapter delegates, when authorized by the chapter, shall be paid by the Chapter upon presentation of a written statement and/or recipients approved by the Chapter President and Treasurer.

11.8 The Chapter shall pay a delegate fee, when necessary, to the National Headquarters of each National Convention, and to the Northeast District Secretary/Treasurer for each Northeast District Convention.

12. Committees

12.1 The permanent committees of the Chapter shall be the Service Committee, Membership Committee, Fundraising Committee, and Social Committee. The Ad-hoc committees, to be called up as needed, shall be the Parliamentary Committee, Standards Committee, Academic Committee, Music Committee, and Alumni Events committee.

12.2 Special Committees may be created by the Chapter or President.

12.3 The Vice President of Service shall chair the Service Committee, the Vice President of Membership shall chair the Membership Committee, the Secretary shall chair the Academic Committee, the Treasurer shall chair the Fundraising committee, the Social Chair shall chair the Social Committee, the Alumni Liaison shall chair the Alumni Events Committee, the Music Chair shall chair the Music Committee, and the Parliamentarian shall chair the Parliamentary Committee and the Standards Committee.

12.4 The President shall appoint all committee members with the consent of each committee chair. All committees shall consist of at least three (3) active Brothers, including the chairperson, but not including ex-officio members of the permanent committees. Brothers may be allowed to serve on more than one committee at any given time.

12.5 Members of all committees shall serve until relieved of their appointments by the Chapter President, or until the end of that academic year.

12.6 Committee descriptions:

12.6.1 The Service Committee shall be responsible for monitoring the state of affairs of the band program and proposing and planning service activities through which the Chapter may better the well being of the band program. It is the Service Committee's job to remain informed of the band program and respond by reporting to the Chapter

and planning the necessary service events that will be of use to the music ensembles at the George Mason University Fairfax campus as well as the surrounding community.

12.6.2 The Fundraising Committee shall be responsible for devising and presenting substantial fundraising ideas to the Chapter as well as their planning and publicity in an endeavor to promote means for the Chapter to raise money that will allow it to better serve the band program and run the Chapter's affairs.

12.6.3 The Social Committee shall be responsible for the planning and execution of Chapter social events to promote brotherhood within the Chapter and friendship with members of the band program.

12.6.4 Parliamentary Committee shall be responsible for the reviewing of all the amendments to this Constitution and reporting them to the Chapter. Parliamentary Committee shall also aid the Parliamentarian in his/her duties. The Parliamentary Committee shall serve to hear on matters regarding the Constitution and by-laws and rule on them whenever necessary.

12.6.5 In accordance with the subsequent regulations, there will be an alumni events committee headed by the Alumni Liaison formed for the following purposes and tasked with helping to plan and carry out the alumni event each semester. This committee will be formed two months prior to the date the chapter sets for said event and may include membership candidates as well as active members. The committee will be disbanded after the event has come to pass. The committee shall meet biweekly unless the situation demands more meetings closer to the event date. If a meeting is rendered impossible, tasks will be delegated through email correspondence.

12.6.6 The Membership Committee shall be responsible for assisting the VPM with the education of Membership Candidates and other duties at the discretion of the VPM.

12.6.7 The Standards Committee shall be responsible for addressing issues within the brotherhood. The Executive Board shall appoint the Standards Committee at the beginning of each year with the approval for the committee head. The Standards Committee shall meet Ad-hoc as deemed necessary by the head of the committee.

12.6.8 The Academic Committee shall be in charge of proctoring study hours. The Academic Committee shall also be responsible for meeting Ad-hoc when necessary to discuss GPA issues.

12.6.9 The Music Committee shall be in charge of the chapter's musical endeavors. The Music Committee will assist the Music Chair in running hymn rehearsals, the planning and hosting of recitals, and attending to the musical needs of the Chapter.

13. Reports

13.1 All reports of the Chapter Officers shall be submitted to the National Headquarters in writing no later than December 1st and June 1st.

13.2 By December 1st and June 1st, the president shall submit on a prescribed form, a semi-annual report of the Chapter's news items and activities to the National Headquarters.

13.3 All reports and mail sent by the Chapter President to the National Headquarters shall be sent by a certified carrier, with a return receipt requested, and shall be paid for by the Chapter. The Chapter Treasurer shall store the receipts and certification notices.