By-Law XVII: Local Chapter Ordinances

Ordinance 1. Title

Sec 1. This chapter shall be known as Epsilon Iota Chapter, hereinafter referred to as the Chapter, according to the Charter granted by Alpha Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, hereinafter referred to as the Fraternity, under the date of May 11, 2009.

Sec 2. The Chapter shall abide by applicable rules and policies of California Northstate University-College of Pharmacy pertaining to student organizations.

Ordinance 2. Membership

Sec 1. Each member of the Chapter will hold chapter “dress days” every Tuesday and Thursday or be assessed a fine as stipulated in Ordinance 10, Sec 2. The hours of the dress days are regular school hours (8am-4pm) at the California Northstate University-College of Pharmacy and also at any Kappa Psi functions that are held on those days. Tuesdays will be designated as “letters” day with all members wearing the words “Kappa Psi”, the Greek letters “ΚΨ”, or crest. Shirts, sweatshirts, jackets, cardigans, or sweater vests are deemed appropriate. Any accessories, i.e. pins, ties, caps, sunglasses, or lanyards are not considered appropriate for Letter Day, unless a member needs to dress professional on Letter Day, a Kappa Psi tie may be deemed appropriate. Any members asking to be excused from Letter Day due to presentation and/or other professional event must email the Sergeant at Arms 24 hours prior to class time (and CC the Regent). On Thursdays, the Chapter will have “professional attire” days. The proper professional attire includes a button up shirt (collared shirt), dress shirts (blouses), with knee length dresses/skirts or slacks, and professional shoe ware for the ladies. In addition, the proper professional attire for the gentlemen includes: ties, button up collared long sleeve dress shirts, slacks, and dress shoes for the men. Blazers alone do not count as collared shirts. The attire for dress days is acceptable if they contribute to the appearance of formal, professional dress by the Executive committee of the Chapter. Any officer can submit a report should they find a Brother not in appropriate attire. If the Brother disagrees with the ruling, they may appeal the Grand Council Deputy whose decision shall be final.. Each Member of the Chapter will also complete two professional events per semester. The two professional events per semester will be defined as one (1) Kappa Psi sponsored professional event and one (1) professional event sponsored by one of the professional organizations or (2) Kappa Psi sponsored professional events at California Northstate University-College of Pharmacy. A professional event is further defined as a health fair, educational campaign, roundtable event, professional conferences, philanthropic event, or attendance to PacWest Province or Grand Council Convention. Attending PacWest Province and Grand Council
Convention conferences will count as 2 of the required professional events. Credit will be given at the discretion of the Professional Committee heads overseen by the Regent. Each professional event, as defined in herein, will count as only meeting one professional event or meeting requirement. It is the duty of all members to attend all rush events, unless the Sergeant at Arms and the Regent excuse the member. All members should attend the following mandatory events: Info BBQ, Pinning Night, Final Night, and Installation Night.

**Ordinance 3. Election of Members**

Sec 1. To be a Member of the Chapter, a person must fulfill the following requirements: be registered as a full time pharmacy student at the California Northstate University-College of Pharmacy, **be at the minimum a first semester PharmD. student**, and have an overall grade point average of 2.5 or better. To be considered for Membership, all pledges must finish pledge training which includes successfully completing the following: **three questionings pertaining to information provided in the pledge manual** and any other information deemed appropriate by the Chapter, attending all mandatory pledge meetings, individual meetings with the Regent and the pledge’s big brother if appropriate, and formal initiation phases in accordance with the ritual. In addition, pledges may be required to participate in professional, educational, and social projects throughout the training period as well as performing other such activities at the discretion of the Pledge Committee.

Sec 2. Any person who the Chapter does not wish to propose for membership will not be extended an invitation ballot. This is to be determined for any person receiving an affirmative vote of less than 3/4 of the Membership eligible to vote. Only brothers who are active in Rush Events will have the right to vote. Inactivity will be defined from being excused for 2 or more events. These members will be mandated to abstain from voting, but are reserved the right to speak on behalf of the persons proposed for membership.

**Ordinance 4. Officers and Order of Election**

Sec 1. The Officers of the Chapter will consist of Regent, First Vice Regent, Second Vice Regent, Recording Secretary, Corresponding Secretary, Treasurer, Historian, Chaplain, Sergeant-at-Arms, Grand Council Deputy, and co-Grand Council Deputy.

**Ordinance 5. Qualification, Election and Installation of Officers**

Sec 1. Sec 1. Candidates for officer positions will be nominated by email no less than 7 days before elections take place. Elections will occur in April at the next scheduled chapter meeting, with the date announced at least 2 weeks prior to elections.
Candidates running for Kappa Psi officer positions must also be compliant with Student Body Council election regulations.

Sec 2. **Votes from Members on advanced pharmacy practice experiential rotations shall be included when present, but shall not be counted against the quorum.**

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

Sec 4. All officers shall be installed during the end of the year banquet. Non-brothers shall be asked to leave when rituals are taken place during the installation of officers at the banquet.

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

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

Sec 7. No additions to Sec 7 of By-Law V.

**Ordinance 6. Duties of the Officers**

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

Sec 2. The First Vice Regent will be in charge of all rush functions and other social affairs (i.e. alumni gatherings, Brotherhood bonding experiences, etc.). The First Vice Regent is also appointed the head of the Social/Brotherhood committee. The Second Vice Regent will assume the duties of the Pledge Master, which is to oversee and coordinate all events and activities pertaining to the pledge program.

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

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

Sec 5. No additions to Sec 5 of By-Law VI.

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

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

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

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

Sec 10. No additions to Sec 10 of By-Law VI.
Sec 11. No additions to Sec 11 of By-Law VI.

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

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

**Ordinance 7. Committees and their Duties**

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

Sec 2. The Chapter shall also have a Fundraising committee.

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

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

Sec 5. No additions to Sec 5 of By-Law VII.

Sub-Sec A. No additions to Sub-Sec A of Sec 5 of By-Law VII.

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

Sub-Sec C. No additions to Sub-Sec C of Sec 5 of By-Law VII.

Sub-Sec D. The Scholarship Committee shall be known as the Academic Committee and shall also develop a program to help brothers succeed academically. The committee shall develop a grade check system to form study groups or tutoring to brothers in need of assistance.

Sub-Sec E. No additions to Sub-Sec E of Sec 5 of By-Law VII.

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

Sub-Sec G. No additions to Sub-Sec G of Sec 5 of By-Law VII.

Sub-Sec H. No additions to Sub-Sec H of Sec 5 of By-Law VII.

Sub-Sec I. No additions to Sub-Sec I of Sec 5 of By-Law VII.

Sub-Sec J. No additions to Sub-Sec J of Sec 5 of By-Law VII.

Sub-Sec K. No additions to Sub-Sec K of Sec 5 of By-Law VII.

Sub-Sec L. No additions to Sub-Sec L of Sec 5 of By-Law VII.
Sub-Sec M. No additions to Sub-Sec M of Sec 5 of By-Law VII.

Sub-Sec N. The duties of the Fundraising Committee shall be to plan, promote, and supervise creative programs or events to raise money to meet the Chapter’s special or ongoing needs.

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

Sec 7. No additions to Sec 7 of By-Law VII.

Ordinance 8. Records

No additions to By-Law VIII.

Ordinance 9. Unethical Conduct

Sec 1. No changes to Sec 1 of By-Law IX.

Sec 2. No changes to Sec 2 of By-Law IX.

Sec 3. No changes to Sec 3 of By-Law IX.

Ordinance 10. Meetings

Sec 1. Chapter meetings shall be held after the last class on every other Tuesday of every month. Attendance at an Epsilon Iota hosted Province meeting is a mandatory professional event.

Sec 2. Anyone who will be late to any regular meetings that was not discussed and excused by the Regent shall be fined $5. A fine of $20.00 will be levied for absence from any regular meeting. Anyone who presents at the meeting fifteen (15) minutes after the meeting has been called to order will be considered absent. A fine of $5.00 will be levied for anyone not wearing appropriate attire as defined in Ordinance 2. A fine of $20.00 per professional event will be levied for anyone not completing their two professional events per semester. A fine covering the general registration cost will be levied for anyone with an unexcused absence during an Epsilon Iota hosted Province meeting. Failure to attend rush events will result in a $15.00 fine. Requests for absence must be made via email to the Sergeant at Arms and CC to the Regent at least 24 hours prior to the start of any required event or meeting. Excused absences within 24 hours prior to the start of the any event or meeting will only be approved by the Regent in the event of an illness or emergency. Any scheduling conflicts approved by the school will also be approved by Kappa Psi, however, members with the scheduling conflicts will need to notify the Sergeant at Arms and the Regent at least 24 hours in advance and
provide evidence of the approved school absence. Should rotation schedules conflict with the ability to complete the professional events, the decision for the fine to be waived will be overseen by the professional committee head and the Regent.

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

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

**Ordinance 11. Dues**

Sec 1. The dues for newly elected Members is set at $150.00, which includes the monies sent to The Central Office for the Grand Council Membership Fee as stipulated in the Constitution and By-Laws of the Fraternity.

Sec 2. Each Member of the Chapter shall pay to the Treasurer a dues assessment of $75.00 for Fall Semester and $75.00 for Spring Semester by the first meeting in the months of September and February. The annual dues of $150.00 may be paid in full in the Fall semester if the Member so desires, and the records will be kept by the Treasurer.

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

Sec 4. If dues are not paid at the time of the first meeting of each semester, there will be a late fee of $25 that must be paid within two weeks following the first meeting. Should this late fee not be paid before the deadline, the member will be placed on probation, and may be charged with unethical conduct.

Sec 5. No additions to Sec 5. Of By-Law XI.

**Ordinance 12. Secrecy**

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

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

**Ordinance 13. Ritual of Initiation**

No additions to By-Law XIII.

**Ordinance 14. Quorum**

No additions to By-Law XIV.

**Ordinance 15. Parliamentary Procedure**
No additions to By-Law XV.

**Ordinance 16. Amendments (Local Chapter Ordinances)**

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

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

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

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

*Reviewed and approved by Epsilon Iota Chapter on September 10th, 2013*

*Approved by the Legislative Committee of Kappa Psi December 12th, 2013.*