

# OFFICIAL CONSTITUTION & BYLAWS OF THE PHI DELTA CHI PHARMACY FRATERNITY

As amended by the 70<sup>th</sup> Grand Council (Albuquerque, 2015)

## CONSTITUTION

### PREAMBLE

Recognizing the necessity of, and the mutual benefits to be derived from an organization devoted to the sciences of Pharmacy and Chemistry, a careful investigation into, and a free discussion of subjects relative to the same:

We, the undersigned, do agree to form an association and for its government to adopt the following Constitution and By-laws:

C. E. Bond	A. G. Hopper
F. H. Frazee	G. P. Leamon
L. H. Gardner	A. S. Rogers
C. P. Godfrey	A. Thurston
A. G. Hoffman	C. Hueber
A. T. Waggoner	

### ARTICLE I NAME & OBJECTIVES

#### Section 1.

This association shall be known as the Phi Delta Chi Pharmacy Fraternity, hereafter referred to as the Fraternity.

#### Section 2.

The objectives of this association shall be to advance the science of Pharmacy and its allied interests, and to foster and promote a fraternal spirit among its Brothers.

#### Section 3.

Being a coeducational Fraternity, Phi Delta Chi does not discriminate based on gender. The word Brother refers to both male and female members of the Fraternity.

### ARTICLE II MEMBERSHIP & ELIGIBILITY

#### Section 1.

There shall be a classification of membership known as Collegiate Brother. Any person of good moral character being a student in actual attendance at a recognized college or university, where there is a Chapter of Phi Delta Chi, is eligible for collegiate membership in the Fraternity, if Pharmacy is that person's major subject, or if registered in some other curriculum recognized by the college or university as a pre-pharmacy curriculum.

#### Section 2.

There shall be a classification of membership known as alumni Brother. Collegiate Brothers transition to become alumni Brothers when they graduate from their college or university, when they transfer to a different college or university where no Phi Delta Chi collegiate Chapter exists, or when they leave their college or university and do not continue in a course of study elsewhere. However, any person initiated, having changed course of study and being still in actual attendance in the college or university where initiated into Phi Delta Chi may remain a collegiate Brother in that collegiate Chapter. An alumni Brother may transition back to being a collegiate Brother if he or she enrolls at a college or university where a Phi Delta Chi collegiate Chapter exists.

#### Section 3.

Any eligible person may become a Collegiate Brother of the Fraternity by receiving the favorable vote of 3/4 of the Collegiate Chapter before which his or her name has been proposed, by signing the Constitution and Bylaws, thereby agreeing to abide by them, by paying the initiation fee, and by receiving proper initiation, according to the Fraternity Ritual.

#### Section 4.

There shall be a classification of membership known as Graduate Brother. Any person of good moral character who is engaged in professional pharmacy or its allied fields shall be eligible for graduate membership. Such Brothers shall pay an

initiation fee of an amount determined by the Grand Council, shall pay for a membership certificate, may purchase an official badge, and shall undergo a formal initiation. They must be accepted by a 3/4 vote of the collegiate Chapter at which they will initiate. Immediately after initiation, Graduate Brothers assume the status of alumni Brothers and are extended all privileges as such.

#### Section 5.

No Collegiate or Graduate Brother of Phi Delta Chi Fraternity shall join any other professional Fraternity of Pharmacy, except Honor Societies that are primarily devoted to recognizing scholarship or leadership. Any Brother of Phi Delta Chi who joins any other professional pharmaceutical Fraternity other than honorary shall be expelled automatically and obliged to return the membership certificate and all official fraternity jewelry.

#### Section 6.

There shall be a classification of membership known as Honorary Brother. Any person of good moral character, who has distinguished himself or herself in the profession of Pharmacy, may become an Honorary Brother of the Fraternity by receiving at least a 3/4 vote of the Chapter before which his or her name has been proposed and simple majority approval of the Executive Council through the National Office, by signing the Constitution, and by agreeing to respect the confidentiality of that part of the Fraternity Ritual known as Omicron.

#### Section 7.

Honorary Brothers shall be entitled to all privileges of Collegiate Brothers, except taking part in such business that requires a vote of the Chapter, and shall be exempt from any Initiation Fee paid to the Fraternity. The Chapter shall pay an initiation fee of an amount set by the Grand Council for the Honorary Brother.

#### Section 8.

The Executive Council shall be able to grant honorary membership to not more than one person per year. A person may become an Honorary Brother by receiving at least 2/3 vote of the Executive Council and then signing the Constitution and

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agreeing to respect the confidentiality of that part of the Fraternity Ritual known as Omicron. This privilege does not extend to faculty at schools of pharmacy at which a Collegiate Chapter of Phi Delta Chi exists. The honoree shall become a Brother of a certain Chapter at the discretion of and with the permission of that Collegiate Chapter.

Section 9.

Applications for a Charter of Phi Delta Chi may be submitted by associations composed of students majoring in Pharmacy and/or a curriculum recognized as pre-pharmacy at a recognized college or university.

### **ARTICLE III GOVERNMENT**

#### **The Grand Council – The Executive Council**

Section 1.

The governing power of the Fraternity shall be vested in a Grand Council and an Executive Council.

Section 2.

The Grand Council shall consist of the Executive Council, plus one Delegate from each Collegiate Chapter, one Alumni Delegate from each Chapter not having a duly organized Alumni Chapter, and one Delegate from each duly organized Alumni Chapter, each Brother having one vote. No Grand Officer may cast a vote as a Chapter Delegate.

Section 3.

The Executive Council shall consist of the Grand Past President, the Grand President as Chairman, the Grand Vice President for Collegiate Affairs, the Grand Vice President for Alumni Affairs, the Grand Vice President for Communications, and the Grand Vice President for Student Affairs. The Fraternity's Executive Director shall be an *ex officio* Grand Officer and nonvoting member of the Executive Council.

Section 4.

The Grand Council in session shall be the

supreme governing body of the Fraternity and shall decide all matters which pertain to the Fraternity as a whole; arrange plans for the welfare, improvement, and advancement of the association; elect the Grand Officers, amend the Constitution and Bylaws, grant Charters to associations of eligible persons in recognized colleges and universities; levy assessments on the Chapters; interpret the Constitution, Bylaws and Fraternity Ritual; review the acts of the Executive Council or any other governing body that may hereafter be created, and have all general powers inherent in a supreme body.

Section 5.

The Executive Council shall be the governing body of the Fraternity when the Grand Council is not in session. The Executive Council shall implement the policies and acts of the Grand Council. It shall have all the powers of the Grand Council except the power to amend the Constitution, Bylaws, or the Fraternity Ritual, the power to assess the Chapters, and the power to review its own proceedings.

Section 6.

The Executive Director shall present a complete report of the proceedings of the Executive Council to the Grand Council for ratification or rejection, said report to cover the period following the previous Grand Council. Any acts so rejected are null and void and not binding upon the Fraternity.

Section 7.

Meetings of the Grand Council and the Executive Council shall be open to any Brother of the Fraternity in good standing. The Executive Director of the Pharmacy Leadership & Education Institute shall be invited to attend meetings of the Executive Council as a nonvoting representative.

Section 8.

The Grand Council shall elect from among the Alumni Brothers of the Fraternity a Grand President, Grand Vice President for Collegiate Affairs, Grand Vice President for Alumni Affairs, and Grand Vice President for Communications. The

Grand Council shall elect, from among the Collegiate Brothers of this Fraternity, a Grand Vice President for Student Affairs who shall have at least one academic year remaining in an educational curriculum. The Executive Council shall appoint an Executive Director, who shall serve at its discretion.

Section 9.

The duty of the Grand President shall be to call meetings of the Grand Council and the Executive Council to order at the appointed time; to preside at such meetings; to preserve order and decorum; to assess fines; to enforce the Constitution and Bylaws; to act in all ways as the Chief Executive of the Fraternity; to represent the Fraternity on the Board of Directors of the Pharmacy Leadership & Education Institute; and to deliver to that person's successor all documents and property belonging to the office. The Grand President may appoint Project Directors to 1-year terms to achieve the Fraternity's goals.

Section 10.

The duty of the Grand Vice President for Collegiate Affairs (GVPCA) shall be to supervise the activities of the Regional Directors for Collegiate Affairs (RDCAs) under the direction of the Grand and Executive Councils; and to deliver to that person's successor all documents belong to the office. The GVPCA shall be responsible for the promotion of Collegiate Chapter Standards, as approved by the Grand Council and published in the Fraternal Education Manual, and the Chapter Excellence and Quality (ChEQ) Program, as defined by the Executive Council in its policies and procedures. The GVPCA shall be responsible for organizing and coordinating the judging of materials from the Achievement Award Program, with support of the Executive Director and following procedures defined by the Executive Council.

Section 11.

The duty of the Grand Vice President for Alumni Affairs (GVPA) shall be to supervise the activities of the Regional Directors for Alumni Affairs (RDAs) under the direction of the Grand Council and

Executive Council. Further, the GVPAA shall promote participation of alumni Brothers, support activities of alumni Chapters, encourage and assist in the establishment of new alumni Chapters, assist alumni Brothers in assisting collegiate Brothers, and deliver to that person's successor all documents belonging to the office.

Section 12.

The duty of the Grand Vice President for Student Affairs (GVPSA) shall be to supervise the activities of the Regional Correspondents; chair meetings of the Regional Correspondents; and conduct when feasible annual meetings of the Regional Correspondents with assistance from the Executive Director. It shall be that person's duty to implement and promote participation in the Dale W. Doerr Achievement Award Program and to promote attendance by Collegiate Brothers at Fraternity meetings. The GVPSA shall deliver to that person's successor all documents belonging to the office.

Section 13.

The duty of the Grand Vice President for Communications (GVPC) shall be to edit and manage the publication of a journal devoted to the Fraternity known as The Communicator of Phi Delta Chi. This journal shall be published at least three times annually, and an amount determined by the Executive Council shall be collected from each Collegiate Chapter to finance the publication of this journal.

Section 14.

The office of the Grand Past President, as specified in this Constitution, shall be occupied by the retiring Grand President until that person's successor shall qualify. The Grand Past President shall provide counsel and assistance to the Grand President and other Fraternity officers and represent the Fraternity on the Board of Directors of the Pharmacy Leadership & Education Institute.

Section 15.

The duty of the Executive Director shall be to keep a complete record of all proceedings of the Grand Council, of the Executive Council, and of the office; to keep a complete record of the rental of official jewelry, pins and other items purchased for or sold by the Executive Council to the individual Chapters or Brothers. It shall be that person's duty to direct the inspection of Chapters, and serve as an intermediary

between the individual Chapters and the other officers of the Executive Council. The Executive Director serves as the Fraternity's chief operating officer. The Fraternity's Executive Director serves as a nonvoting *ex officio* member of the Board of Directors of the Pharmacy Leadership & Education Institute.

Section 16.

The Executive Director shall collect funds of any nature due the Grand Council; disburse them only upon the order of the Grand President, the Grand Council, or the Executive Council; make a complete accounting of such receipts and disbursements to the Grand Council at each meeting; and deliver to that person's successor all property belonging to the office.

Section 17.

Each Grand Officer shall present to each Grand Council a report, with recommendations, covering the proceedings and acts of the office.

Section 18.

The official acts of the Grand Council and the Executive Council are binding upon every Collegiate and Alumni Chapter, and failure to observe and conform to them shall constitute a cause for action toward forfeiture of Charter.

Section 19.

The Executive Council shall have the power to sanction or revoke the Charter of a Phi Delta Chi Collegiate or Alumni Chapter for gross violation of published Chapter Standards, college policies, or law. The Grand Council shall have the power to overturn such Executive Council sanctions by a 3/4 vote, after a hearing at the next meeting of the Grand Council, using trial regulations analogous to those set forth in Chapter IV, Number 16, of the Bylaws of Phi Delta Chi, with the Grand Officers presiding.

Section 20.

In the event the Grand President cannot fulfill the term of office, the Grand President shall automatically be succeeded by the Grand Past President. In the event of subsequent vacancies within the term of office of Grand President, this position shall automatically be filled by the Grand Vice President for Collegiate Affairs and then the Grand Vice President for Alumni Affairs elected at the previous Grand Council. In the event of any other vacancy among the Grand Officers, the Executive

Council shall within 30 days appoint an eligible Brother to fill the vacancy until the next Grand Council, when new officers shall be elected. In the event the Grand Past President cannot fulfill the term of that office, the Grand President may appoint one of the past Grand Presidents to the post of Grand Past President, solely to advise the Grand President.

## ARTICLE IV COLLEGIATE CHAPTER GOVERNMENT

Section 1.

The collegiate chapter officers of the Fraternity shall consist of the Worthy Chief Counselor (WCC) as President, Worthy Vice Counselor (WVC) as Vice President, Worthy Correspondent (WC) as Corresponding Secretary, Worthy Keeper of Records & Seals (WKRS) as Recording Secretary, Worthy Keeper of Finance (WKF) as Treasurer, Worthy Prelate (WP) as Chaplain, Worthy Master-at-Arms (WMA), Worthy Inner Guard (WIG), Worthy Alumni Liaison (WAL), and such other officers as may be required or desirable.

Section 2.

Chapter elections shall be held annually at a time determined by the Chapter. The Chapter must be aware of the Achievement Award Program schedule when setting the time for elections.

Section 3.

It shall be the duty of the Worthy Chief Counselor to call meetings to order at the appointed time; to preside over meetings; to decide points of order; to preserve decorum; to enforce the Constitution, Bylaws, and House Rules (where applicable); to levy all fines; to act in all ways as the chief executive of the Chapter; and to turn over to that person's successor all documents and property belonging to the office.

Section 4.

It shall be the duty of the Worthy Vice Counselor to assist the Worthy Chief Counselor; perform all the duties and exercise all the authority of the Worthy Chief Counselor in his or her absence; and to deliver to that person's successor all documents and property belonging to the office.

Section 5.

It shall be the duty of the Worthy Corre-

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spondent to receive all incoming correspondence; to prepare and mail all outgoing correspondence; to coordinate and submit to the proper persons all materials for the Achievement Award Program; and to deliver to that person's successor all documents belonging to the office.

Section 6.

It shall be the duty of the Worthy Keeper of Records & Seals to keep a complete record of all the proceedings; to preserve manuscripts and records of the Chapter; to maintain a collection of chapter publications; to call the roll at each meeting; to perform all other duties pertaining to the office; and to deliver to that person's successor all documents and property belonging to the office. The WKRS shall arrange for the upkeep of the Chapter's library of publications and archives of documents.

Section 7.

It shall be the duty of the Worthy Keeper of Finance to collect and keep all money, chattels, and securities of the Chapter; to render a written account of the same at each meeting; to pay all bills and obligations subject to the order of the Chapter; and to deliver to that person's successor all documents and property belonging to the office.

Section 8.

It shall be the duty of the Worthy Prelate to conduct and supervise inspirational and memorial exercises.

Section 9.

It shall be the duty of the Worthy Master-at-Arms to attend the door of the Council Chamber; to receive the password; to prepare the Council Chamber; to have charge of the Regalia and of all candidates for initiation; and to deliver to that person's successor all documents and property belonging to the office.

Section 10.

It shall be the duty of the Worthy Inner Guard to attend the door during initiation, to assist the Worthy Master-at-Arms, and to perform all the duties of the Worthy Master-at-Arms during his or her absence.

Section 11.

It shall be the duty of the Worthy Alumni Liaison to coordinate communication between the collegiate Chapter, alumni Brothers, and alumni Chapters; to assist with the publications of the Chapters; to promote national alumni membership; and to deliver to that person's successor all documents pertaining to the office.

Section 12.

A Chapter may require of its officers any additional duties necessary and not specifically mentioned in the Constitution and Bylaws.

Section 13.

Any chapter officer may be removed from office by the following procedure:

(a) A petition requesting impeachment signed by a majority of the Collegiate Brothers shall be presented to the Worthy Chief Counselor.

(b) This petition and the evidence for removal shall be presented to the Chapter within two weeks.

(c) A meeting shall follow within two weeks from the time the petition is submitted to the Collegiate Chapter, at which time the officer shall have the opportunity to present evidence in defense. At that time the officer may be removed from office by 3/4 vote of the Collegiate Brothers.

(d) If the officer in question is the Worthy Chief Counselor, the Worthy Vice Counselor shall preside at these meetings.

Section 14.

In the event of a vacancy in the office of Worthy Chief Counselor, the Worthy Vice Counselor shall succeed to that office. In the event of a vacancy in any other position, the Chapter shall hold a special election to fill that vacancy.

## **ARTICLE V COLLEGIATE CHAPTER OPERATIONS**

Section 1.

The standing committees shall be:

(a) an Executive Committee, to consist of, but not limited to, the Worthy Chief

Counselor, Worthy Vice Counselor, Worthy Correspondent, Worthy Keeper of Records & Seals, and Worthy Keeper of Finance in accordance with the Chapter's Bylaws;

(b) a Financial Review Committee, to consist of the Worthy Chief Counselor and Worthy Vice Counselor and other Brothers as deemed appropriate;

(c) a Membership Committee, to consist of three or more Brothers to be appointed by the Worthy Chief Counselor at the first regular meeting of the term of office;

(d) a Social Committee, to consist of three or more Brothers to be appointed by the Worthy Chief Counselor at the first regular meeting of the term of office;

(e) an Achievement Award Committee, to consist of three or more Brothers to be appointed by the Worthy Chief Counselor with the advice and consent of the Worthy Correspondent at the first regular meeting of the term of office.

Section 2.

(a) It shall be the duty of the Executive Committee to interpret and implement the policies of the Collegiate Chapter; and to settle all misunderstandings and irregularities not covered by specific articles in the Constitution, Bylaws, or House Rules.

(b) It shall be the duty of the Financial Review Committee to review all the books and financial accounts of the Chapter at least every two months and report the same to the Chapter at the next regular meeting.

(c) It shall be the duty of the Membership Committee to investigate the eligibility and character of any person whose name may be proposed for membership.

(d) It shall be the duty of the Social Committee to provide for the entertainment of guests and to coordinate all matters of a social nature pertaining to the Chapter.

(e) It shall be the duty of the Achievement Award Committee to coordinate all matters associated with the Chapter's participation in the Achievement Award Program.

Section 3

The Worthy Chief Counselor shall appoint a committee of three alumni Brothers to

audit the financial and other records of the Worthy Keeper of Finance and the Worthy Keeper of Records & Seals of the collegiate Chapter once a year. This does not affect the duties of the Collegiate Chapter Financial Review Committee specified in Article V. No provision of this section will apply if the Chapter finances and other records are subject to oversight as defined by the written policy of a host college or university.

Section 4.

Regular meetings of the Chapter shall be held at least once in each 2-week period during regular school sessions.

Section 5.

Each collegiate Chapter of the Fraternity shall designate a delegate and an alternate delegate to represent that collegiate Chapter in the proceedings of the Grand Council or Regional Conference.

Section 6.

Any Chapter failing to be represented by a collegiate Delegate in at least one Grand Council, one Regional Conference, and one Leader-Development Seminar within a 4-year fraternity cycle may be declared inactive and its charter forfeited and vacated.

Section 7.

Each Chapter shall present to the Grand Council at each meeting a report containing such information as the Grand Council may require.

Section 8.

Each Chapter shall adopt and enforce a set of local Chapter Bylaws, and if in rooms or a house, a set of House Rules. Their regulations shall be in accordance with the Phi Delta Chi Constitution and Bylaws.

Section 9.

Each Chapter shall have the power to regulate the amounts of, and all matters pertaining to, dues and assessments not specified in the Phi Delta Chi Constitution and Bylaws.

Section 10.

Each Chapter shall select from the faculty of the host school of pharmacy either one or two Chapter Advisors. Initiating additional eligible faculty, who share the Chapter's goals, as Graduate Brothers is desirable.

## **ARTICLE VI ALUMNI**

Section 1.

When the number of Alumni Brothers of any Collegiate Chapter shall have reached ten or more, they may form an Alumni Chapter, an association whose Constitution and Bylaws must not be in conflict with those of the Fraternity. A similar association may be formed by ten or more Alumni of different Collegiate Chapters residing in one locality. All Brothers forming a new Alumni Chapter or Alumni Association must be in good standing with the National Fraternity, including current in the payment of their National Alumni Dues. Under no other circumstances may the name of Phi Delta Chi be used by any other group. The purposes of Alumni Chapters shall include supporting the Fraternity and its activities and assisting Collegiate Brothers and Collegiate Chapters.

Section 2.

Alumni Chapters formed according to Article VI, Section 1, shall be under the general supervision of the Grand Council and the Executive Council and shall submit to the Executive Council once each year a report covering information required by the Executive Council or by the Grand Council.

Section 3.

Any alumni Chapter failing to be represented by an alumni delegate in at least one Grand Council and one Regional Conference within a 4-year fraternity cycle may be declared inactive and its charter forfeited and vacated.

## **ARTICLE VII AMENDMENTS**

Section 1.

This Constitution may be repealed or amended by the 3/4 vote of the Grand Council, provided specific topics for amendment have been widely announced at least 10 months before Grand Council. The Executive Director shall notify all Collegiate Chapters and all Alumni Chapters of record of specific topics of proposed amendments in writing at least 90 days before the next regular meeting of the Grand Council. Or the Grand Council may have this power if the proposed amendment appears in the minutes of the previous Grand Council.

Section 2.

In periods of emergency, votes on changes to the National Constitution and Bylaws may be done by mail to the Grand Officers, Collegiate Chapters, and Alumni Chapters, at the discretion of the Executive Council.

# **BYLAWS**

## **CHAPTER I THE GRAND COUNCIL & THE NATIONAL OFFICE**

Number 1.

The term of each Grand Officer shall be from the time of installation at a Grand Council through the succeeding Grand Council until that person's successor has been installed.

Number 2.

The Executive Council shall be placed under a bond to the Fraternity of not less than 90% of the sum of the previous year's income and the value of reserve funds.

Number 3.

Two percent of the total national revenue of the Fraternity, after subtracting revenue designated for reserved funds, shall be set aside in each year to provide a permanent emergency fund to be invested in United States Government Bonds or high-liquidity, low-volatility investment accounts. This fund shall not be used, except in cases of unusual emergency and then only on unanimous approval of the Executive Council.

Number 4.

The Grand Council shall meet every odd-numbered year. The Executive Council shall determine the time and place for meetings of the Grand Council.

Number 5.

Traveling expenses of the Grand Officers and Executive Director and expenses while in attendance at the Grand Council may be paid out of the National Treasury.

Number 6.

(a) Each Collegiate or Alumni Chapter or candidate shall submit to the Nominating Committee, the name, background, and qualifications of each Brother they consider qualified to be a member of the Executive Council. This requirement must be

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fulfilled before the candidate can be considered by the Nominating Committee.

(b) The Nominating Committee shall consist of at least one Brother from each Region of the Fraternity, under the guidance of the Grand Past President.

(c) No more than two Brothers representing any Chapter may be eligible to hold Grand Office at the same time. This restriction does not apply to the Grand Vice President for Student Affairs.

Number 7.

The Grand President shall, for the duration of the Grand Council, appoint a Grand Master-At-Arms, a Grand Chaplain, and such other Grand Council Officers as are needed for the good of the Fraternity.

Number 8.

The financial status and accounts of the Fraternity shall be reviewed before each Grand Council by an independent Certified Public Accountant appointed by the Grand President. The Executive Director shall include the results of this review and its recommendations in an address to each Grand Council.

Number 9.

Voting on questions by Grand Council must be done by ballot upon demand of any Delegate.

Number 10.

A fine imposed upon unexcused absence or tardiness of Delegates at Grand Council sessions shall be an amount set by Grand Council if deemed necessary.

Number 11.

The Executive Director or a representative shall record the minutes of the Grand Council and distribute these minutes to each of the collegiate Chapters, alumni Chapters, and Grand Officers within 90 days after the end of Grand Council.

Number 12.

A petition for a Charter as a Collegiate Chapter of Phi Delta Chi must be submitted to the Executive Director or Grand President for a period of time deemed necessary by the Executive Council before

final action is taken, or before it is presented to the Grand Council for such action. A unanimous favorable vote of the Executive Council shall be necessary before the charter is formally presented to the Chapters. A favorable vote of at least 3/4 of the Collegiate Chapters shall be necessary before the Executive Council may take any action on final granting of a Charter. Failure of a Chapter to respond within 30 days shall signify that it is in favor of the Charter being granted. The Collegiate Chapter vote being favorable, the chapter shall be granted a Charter.

Number 13.

Each new Collegiate Chapter shall pay an Installation Fee, including a Charter Fee of an amount determined by the Executive Council. The new Chapter shall pay for membership certificates of the Charter Brothers, rental of pins, Ritual books, Regalia, and expenses of one Grand Officer, or an officer appointed for the purpose by the Executive Council, to install the new Collegiate Chapter.

Number 14.

The Executive Council may from time to time elect a Board of Counselors. This Board will recognize Alumni Brothers who are Leaders in Pharmacy. The Board of Counselors shall be an honorary, ambassadorial organization whose purpose is to provide advice to the Executive Council.

Number 15.

The Executive Council may establish a not-for-profit educational foundation, to be known as the Pharmacy Leadership & Education Institute, to further the leadership and other benevolent missions of the Fraternity. The Fraternity's Executive Council shall ratify the nominated members of the Institute's Board of Directors. The Grand Past President or a representative of the Institute's Board of Directors shall present to Grand Council a report of the activities of the Institute since the previous Grand Council.

Number 16.

These Bylaws may be repealed or amended by a 3/4 vote of a Grand Council. Such

repeal or amendment shall, however, have been proposed at least one business session prior to the vote at the same Grand Council.

## **CHAPTER II REGIONAL OPERATIONS**

Number 1.

The Collegiate Chapters of Phi Delta Chi shall be divided into at least five distinct regions by the Executive Council, in order to facilitate communication and organization. Regional Directors for Collegiate Affairs and Alumni Affairs may be appointed by the Executive Council to assist in the administration of the region.

Number 2.

A Regional Correspondent (RC) shall be elected at each Regional Conference or Grand Council. All nominees for this office shall be in attendance at their respective Regional Conference or Grand Council.

Number 3.

(a) The duties of the Regional Correspondent shall be to call meetings of the Regional Conference to order at the appointed time; to preside at such meetings; to preserve order and decorum; and to further act as the executive officer of the region.

(b) Further, the RC shall keep a complete recording of all proceedings of the region including a ledger of the attendant expenses during the term; to present to the Regional Conference a report with recommendations, covering the proceedings and acts of the term; and to deliver to that person's successor all documents and property belonging to the office.

(c) It is the duty of the Regional Correspondent to aid Collegiate Chapters with professional projects, fund raising, membership recruitment, participation in the Achievement Award Program, attendance at Fraternity meetings, and to offer other assistance as needed.

(d) Candidates for the office of Regional Correspondent shall be in good academic standing and shall have at least one academic year remaining as a collegiate

Brother at a school of pharmacy within the region.

(e) In the event of a Regional Correspondent vacancy, the Executive Council shall have 30 days to gather applications and present the applicant information to the Chapters in the affected region. The Chapters shall then have 30 days to vote by ballot. This process shall be completed with the same voting procedures used during Regional Conferences, except that the Region does not need to convene and a non-response shall be deemed an abstention. If no affirmative votes are cast within 30 days, the Executive Council shall appoint a Regional Correspondent.

Number 4.

(a) Each Region shall convene each year that the Grand Council does not convene. Rotation of meeting sites will be based on Greek alphabetical sequence of chapter names. Exceptions may be approved by the Executive Council. Regional caucuses shall be held at least twice during Grand Council.

(b) Quorum for business sessions shall consist of Delegates from at least 50% of Collegiate Chapters in the region. Each Collegiate Chapter represented shall have one vote. Each Alumni Chapter represented shall have one vote, as will the Regional Correspondent and Regional Director(s) in attendance. No Regional Officer may cast votes as a Chapter Delegate.

### **CHAPTER III OBLIGATIONS OF COLLEGIATE CHAPTERS TO NATIONAL OFFICE**

Number 1.

If necessary, an annual assessment shall be levied upon each Chapter by the Executive Director to provide for the national functions of the Fraternity. The amount assessed is to be proportional to the membership of each Collegiate Chapter and the total maximum yearly amount shall be determined by each Grand Council according to the economic needs of the Fraternity.

Number 2.

(a) At the opening of each academic year each Worthy Keeper of Records & Seals shall forward to the Executive Director a certified list of Brothers and pledges and shall notify the Executive Director of all further pledges and initiates.

(b) Any Chapter that shall knowingly fal-

sify the Chapter membership report for the purpose of evading the payment of any fees or dues, shall be deprived of a vote in Grand Council, and upon proof of repetition of the offense the Charter of said Chapter shall be revoked.

Number 3.

(a) Each person initiated into the Fraternity shall pay one Initiation Fee, the amount of which is determined by the Grand Council at its meetings. This fee shall include the cost of rental of a membership certificate. Each person shall also pay for the rental of an official pin or key (as defined elsewhere in the bylaws).

(b) The Worthy Keeper of Finance shall be responsible for the collection and payment of these fees to the Executive Director. The Initiation Fee for newly initiated Brothers shall be forwarded to the National Office, in full, within 72 hours following initiation of the new Brother, along with order forms for membership certificates and pins.

(c) The Collegiate Chapter may require an additional amount from each new initiate, if it so desires.

Number 4.

(a) The pin and membership certificate of each Brother of the Fraternity shall be the property of the Collegiate Chapter to which the Brother paid an Initiation Fee, said fee to cover its rental to the Brother as long as the Brother is in good standing.

(b) A jeweled pin may be rented by payment to the Collegiate Chapter of the difference in purchase price between the regular pin and the jeweled pin desired.

Number 5.

The official emblems of the Fraternity, the method of obtaining them and their uses shall be:

(a) The Official Pin shall be of high quality, the gold composition of which shall be determined by the Executive Council, and fitted with a durable safety clasp.

(1) A plain triangular pin in shape, with point at the bottom, one-half inch in size, having a wide beveled border and a raised black enamel center. The letters Phi Delta Chi to be shown in gold, flush with the surface of the black enameled center, the Delta slightly larger than the Phi and Chi.

(2) A crown set jeweled pin of the same size and description as the plain pin, but with stones set in the border and held in place with separate clamps.

(3) The pin shall be worn over the heart by all Brothers.

(4) The pin shall be purchased by a Chapter from the official jeweler through the Executive Director. The Executive Director may appoint a Pin Custodian who shall perform the duties of the Executive Director in authorizing the official jeweler to fill orders for jewelry. The official jeweler shall be determined by the Executive Council.

(5) The design of the pin shall not be used on any favor or article of jewelry.

(6) No person who is not a Brother of the Fraternity, except a Brother's mother, father, sister, Brother, daughter, son, spouse, or fiancée, shall be allowed to wear the pin.

(b) Pledge Pin which shall be the shape of the official pin but one-quarter inch in size, with wine enameled border finished gold plate.

(c) A Coat-of-Arms as adopted by the Grand Council in 1911.

(d) Five-inch Wall Plaque as selected by the 1931 Grand Council.

(e) A Banner, as adopted by the 1950 Grand Council.

(f) A Flag, as adopted by the 1973 Grand Council.

(g) Official Emblems of the Fraternity shall be an Identification Pin composed of three Greek letters, Phi, Delta, and Chi, combined in horizontal or diagonal position or a miniature coat-of-arms.

(h) An Identification Card shall be issued to all Collegiate Brothers. Such cards are to be printed by the National Office for presentation to a new Brother along with a certificate when financial obligations of initiation are paid. Such cards are to be of a size to fit a wallet.

Number 6.

(a) Each Brother of a Collegiate Chapter shall receive a copy of each edition of The Communicator of Phi Delta Chi.

(b) Each Chapter failing to have their required submission in for an issue of The Communicator of Phi Delta Chi shall be fined an amount determined by the Executive Council.

Number 7.

November Second of each year shall be known as Founders' Day and shall be observed with an appropriate ceremony by each Collegiate and Alumni Chapter.

Number 8.

A Chapter inspection may be held at any time the Executive Council may decide that it is necessary. In an emergency or

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where a Grand Officer is called by school authorities, the Chapter in question may be fined an amount equal to all expenses incurred in connection with that inspection, an investigation, or related proceedings.

## **CHAPTER IV COLLEGIATE CHAPTER GOVERNMENT**

### Number 1.

A simple majority of the Collegiate Brothers of a Chapter, excluding those on school-mandated pharmacy practice experiences and Brothers at a satellite campus, shall constitute a quorum.

### Number 2.

In all business meetings of the Collegiate Chapter, the following order shall be observed:

1. Call to Order
2. Roll Call
3. Inspirational Exercises (optional)
4. Reading of Minutes
5. Reports of Officers
6. Reports of Committees
7. Election or Installation of Officers
8. Proposals for Membership
9. Initiation
10. Unfinished Business
11. New Business
12. Fines and Appeals
13. Remarks for the Good and Welfare of the Fraternity
14. Appointment of Committees
15. Second Roll Call
16. Adjournment
17. Inspirational Exercises (optional)

### Number 3.

In all parliamentary rulings not provided for in the Phi Delta Chi Constitution and Bylaws, the Fraternity shall be governed by the most recent revision of Robert's Rules of Order.

### Number 4.

It shall be the duty of each Brother to become familiar with the Phi Delta Chi Constitution, Bylaws, Fraternity Ritual, House Rules, History, and all other matters per-

taining to the Fraternity. In addition to the above, each officer shall commit to memory and be able to recite the officer's part of the Fraternity Ritual.

### Number 5.

No Brother shall be allowed a seat in the Council Chamber nor have a right to vote on any matter pertaining to the Fraternity after initiation night until such time as he or she has complied with Bylaw Chapter IV, Number 4, and can answer any and all questions pertaining to matter contained therein.

### Number 6.

Any Collegiate Brother who shall miss any meeting of the Chapter without satisfactory excuse, which shall be presented to the Worthy Chief Counselor in writing within 24 hours prior to said meeting shall be fined a sum determined by the Chapter.

### Number 7.

Accounts for Brothers and pledges shall be payable one billing term (monthly, quarterly, or semesterly) in advance, and shall be due on the first of each billing term. They shall become delinquent if not paid by the time specified by local Chapter Bylaws and shall be subject to a fine of 10%. Any Brother (or pledge) remaining in arrears at the end of a billing term shall, at the expiration of that time, be automatically suspended from the Chapter, which shall notify the Executive Director's office in writing. The Brother shall surrender his or her pin (or pledge pin) to the Worthy Chief Counselor, shall be permitted to continue residence in the Chapter house, but not allowed to board there or attend or take part in any of the Chapter meetings or activities. The suspension shall continue until his or her account is paid in full (including rent and Chapter dues) during the period of suspension. A delinquent Brother (or pledge) believing that existing circumstances warrant being exempt from suspension, may, before the 20th day of the billing period, appear before the appropriate committee and state reasons for claiming exemption. If such authority advises that credit be extended, the Brother (or pledge) shall furnish a bankable note for the full amount of indebtedness

and make arrangements to such authority for its retirement.

### Number 8.

Each Collegiate Chapter shall have at least one Formal Meeting each month. Formal Meetings shall include the ceremonial opening and closing of the business meeting using Fraternity Ritual and Regalia.

### Number 9.

The Worthy Chief Counselor may call special meetings and must call one on the written request of three Brothers.

### Number 10.

The Worthy Keeper of Finance should have an assistant.

### Number 11.

Any officer on scholastic probation by the host school shall notify the Worthy Chief Counselor or Chapter Advisor and resign from that office.

### Number 12.

A Brother, upon changing schools and wishing to affiliate with a Collegiate Chapter of the Fraternity in which he or she was not initiated, shall bring a certificate signed by the Worthy Chief Counselor and Worthy Keeper of Records & Seals of the Chapter of origin, showing good standing of that Chapter. If no WKRS or WCC is available, the Executive Director may send a signed certificate verifying a Brother's affiliation with the Fraternity. This certificate shall be presented to the Worthy Keeper of Records & Seals of the Chapter with which he or she wishes to affiliate, which shall be obliged to accept that person as a Brother.

### Number 13.

Any Brother may be expelled by 3/4 vote of the Collegiate Brothers of that Chapter, provided said Brother shall have been found guilty of repeated disorderly conduct, nonpayment of dues, fines, or assessments, or violation of the Phi Delta Chi Constitution, Bylaws, or Fraternity Ritual. Such expulsion may take place only after the Brother has been warned at the preceding regular meeting. If a Broth-

er is expelled, the Chapter expelling that Brother shall report in writing said action to the Executive Council as soon as possible. The Chapter shall retrieve the pin and membership certificate of the Brother expelled and return them to the National Office.

Number 14.

Any Brother having allegedly violated any obligation or rule carrying the penalty of expulsion shall have the right to trial. All charges must be proffered at a regular meeting by a Collegiate Brother, and the accused shall be immediately notified of such charges and directed to appear at the next regular meeting for trial. If the accused or a representative is not present, having disregarded the notice to appear, the trial shall be conducted as though the Brother were present and a final vote taken. The trial shall be presided over by the Worthy Chief Counselor. The accused may request a Brother for defense, and the Worthy Chief Counselor shall appoint a Brother for prosecution.

Number 15.

Any Brother who has been expelled by a Chapter may appeal to the Executive Council or Grand Council.

Number 16.

Any person who has been expelled from a Chapter and who has not been reinstated in the Fraternity by the Executive Council or Grand Council, shall not again be eligible for Membership.

Number 17.

When any person has been expelled from the Fraternity, that Chapter must notify

the National Office.

Number 18.

Upon being pledged to the Fraternity, the candidate shall sign an agreement promising to abide by the Constitution, Bylaws, and Fraternity Ritual, and not to disclose any secret or method of procedure of this Fraternity that the Brother may happen to learn before being initiated.

Number 19.

Any Brother who is in good standing with the Chapter and who for personal reasons is no longer able to be a part of that Chapter may be temporarily suspended by a 3/4 vote of that Chapter. The Chapter may remove the suspension at any later time by a 3/4 vote. Under said suspension the Chapter is still financially responsible for that Brother.

Number 20.

Any Brother may be placed on probation based on local Chapter Bylaws. The Chapter is responsible for all fraternal requirements of such a Brother.

## **CHAPTER V ALUMNI CHAPTERS**

Number 1.

(a) Dues-paying alumni Brothers shall receive a subscription to *The Communicator* of Phi Delta Chi. Grand Council shall determine the amount of the first allotment of alumni dues.

(b) The National Alumni Life Membership Fee is an amount equal to ten times the National Alumni Dues payable as a single installment or installments spaced

over not more than 3 years. Those Alumni who have paid dues annually for 20 consecutive years shall automatically be given Life Memberships upon petitioning the Executive Council.

Number 2.

To represent the interests of Alumni Brothers, the voting alumni delegate at regional and national meetings shall be determined as follows. Priority for designation as the delegate of an Alumni Chapter will go first to an alumni Brother initiated at that Chapter, then to an alumni Brother authorized in advance in writing by officers of a chartered Alumni Chapter. Another Alumni Brother may be seated as the Alumni Chapter's delegate with the approval of the Executive Council acting as a Credentials Committee.

Number 3.

Any Alumni Brother may be expelled by 3/4 vote of dues-paying members of his or her Alumni Chapter or a unanimous vote of the Executive Council, if guilty of repeated disorderly conduct, nonpayment of dues, assessments, or violation of the Phi Delta Chi Constitution, Bylaws, or Fraternity Ritual. Any Brother under threat of expulsion shall have the right to trial, analogous to Chapter IV of these Bylaws. If a Brother is expelled, the Chapter expelling that Brother shall report it to the Executive Council in writing, retrieve the membership certificate and all jewelry, and return them to the National Office. Any Brother who has been expelled by a Chapter may appeal to the Executive Council or Grand Council.