

**DELTA TAU DELTA
FRATERNITY**

**SOUTHERN DIVISION
CONSTITUTION & BYLAWS**

Adopted by the Southern Division on February 23, 2013

Amended by the Southern Division Conference on February 21, 2015

**CONSTITUTION AND BYLAWS
SOUTHERN DIVISION
DELTA TAU DELTA FRATERNITY**

CONSTITUTION

Preamble: We, the chapters of the Southern Division of the Delta Tau Delta Fraternity, desiring to further the interest of the Fraternity in every legitimate way, especially such interest as the chapters of this Division have in common, do hereby resolve that in our Conferences and Division affairs we will be governed by the following Constitution:

ARTICLE I

Organization – General

Section 1. The name of this organization shall be The Southern Division of Delta Tau Delta Fraternity. It shall be composed of undergraduate and alumni chapters located geographically as prescribed in Article III, Section 1, of the international Fraternity's Constitution.

Section 2. In the event that any provision of these Constitution and Bylaws is inconsistent with any provision of the Constitution and Bylaws of the Fraternity, such provision shall be deemed modified to the extent necessary to be consistent with the Constitution and Bylaws of the Fraternity.

ARTICLE II

Organization – Regions

Section 1. The Southern Division may be divided into regions as determined by the Division President for purposes of administration, appointment of Division Vice Presidents and the conduct of Regional Leadership Conferences.

ARTICLE III

Government – Legislative

Section 1. The legislative power of the Division shall be vested in the Division Conference.

Section 2. The Conference shall be composed of delegates from each undergraduate and alumni chapter of the Division whose qualifications, election rights, privileges, and responsibilities are the same as defined for Karnea delegates, Article V, Section 2, of the international Fraternity's Constitution. The voting delegates to the Division Conference shall be composed of:

- a. Two (2) accredited undergraduate delegates from each undergraduate chapter in the Division, who shall be allowed one (1) vote each. An accredited undergraduate delegate shall be one who has been elected by a majority vote of his chapter, and who is an active undergraduate member in good standing at the time of the Conference. The election of such delegates by the various chapters shall take place at least twenty (20) days prior to the Conference, and notice of the election shall be given at the chapter meeting immediately preceding the meeting at which the election of delegates is to take place.
- b. A colony of the Fraternity, which has not yet been recognized as a chapter by the requisite vote of the Arch Chapter shall have no voting rights.
- c. The Chapter Advisor of each undergraduate chapter in the Division, who shall be allowed one (1) vote. If the Advisor is not present, an alumnus delegate designated by the chapter he is to represent may vote in his place.
- d. One (1) delegate with one (1) vote from each chartered and operating alumni chapter in the Division having a membership of not less than twenty five (25) members, and two (2) delegates with one (1) vote each from each alumni chapter with a membership of not less than fifty (50) members. An operating alumni chapter is one with at least ten (10) members who are Loyalty Life Fund Members of the Fraternity, having had a minimum of two (2) meetings or functions in the preceding twelve (12) months, and having been properly chartered and recognized by the international Fraternity.

Delegates from a majority of all the undergraduate chapters within the Division shall constitute a quorum. The Division President shall have the authority to determine quorum when special circumstances hinder chapter attendance, No voting may be performed by proxy, and no delegate may cast more than one (1) vote.

No delegate of any chapter, alumni or undergraduate, indebted to either the Division or the Fraternity for dues or assessments, shall be accredited until such dues or assessments are paid or that payment plans have been arranged and the chapter is current with the plan.

The form of credentials shall be similar to that adopted by the Karnea of the general Fraternity.

The report of the election of the undergraduate, alumni, and alternates shall be submitted prior to the convening of the Conference to the President of the Division, and said election report is to be certified by the Chapter Secretary and attested by the Chapter President.

Section 3. In addition to the two (2) voting delegates described in Article III, Section 2 of this Constitution, each chapter in the Division shall, at a minimum, send no fewer than three (3) additional members of its chapter to each Conference, with the makeup of the five (5) chapter members required to attend each Conference being consistent with the attendance requirement described in Article XVIII of the Fraternity's Bylaws, or such fewer number as authorized by Article XVIII of the Fraternity's Bylaws.

Section 4. Each colony in the Division shall be required to send a minimum of five (5) undergraduate members to the Conference, with this number consisting of the colony's president, treasurer and such other officers and/or committee chairmen as designated by the President of the Division and in accordance with Article XVIII of the Fraternity's Bylaws, or such fewer number as authorized by Article XVIII of the Fraternity's Bylaws.

Section 5. The President of the Division shall preside at each Conference. In the event of his inability to preside, he shall appoint a presiding officer. The President may make such appointments of other personnel, as he deems advisable for the proper functioning of the Conference. In the absence of the President, and when he has made no appointment of a presiding officer as provided above, or when the incumbent President is running for reelection the ranking officer of the Division present at the Conference shall act as its chairman. The Presiding Officer shall relinquish the Chair to the President running for reelection for all business unrelated to the election. Seniority among the Vice Presidents shall be based on length of time in office, and where no single vice president has such seniority over all the other, then one shall be chosen by majority vote from among them. This officer will perform the duties and functions of the presiding officer in the event that the Division President is absent and he has failed to appoint a presiding officer.

Section 6. The Conference shall determine the rules of its proceedings.

Section 7. The Conference shall keep a journal of its proceedings which shall be published to the Division and the Central Office of the Fraternity within a reasonable time following the conclusion of the Conference.

Section 8. The President shall decide all questions of law arising under the Constitution and Bylaws of the Division, subject to review under Robert's Rules of Order.

Section 9. The Conference shall meet in regular session, biennially in alternate Karnea years. Each Conference shall recommend the time and place of the succeeding Conferences. The President shall have the power to select the Conference location in accordance with the best interests of the Division.

Section 10. The Division President shall have the power to call an extra session of the Conference upon no less than 90 days prior written notice to all chapters. In addition, a majority of the

undergraduate chapters may issue a call for an extra session of the Conference through the Division President.

Section 11. The Conference shall have the power to levy assessment as to provide for the general welfare of the Division.

Section 12. The Conference shall have the power to make all laws pertaining to the administration of the Division.

Section 13. Authorized Expenditures

- a. Payment of expenses of conference attendees shall be determined by the Division President.
- b. The reasonable and necessary expenses of the Division President shall be paid by the Division treasury.
- c. None of the expenses of the delegates or officials in attendance at a Conference meeting held in conjunction with the Karnea will be paid by the Division treasury if they have been or will be paid by the international Fraternity's treasury.
- d. Expenses for transportation and lodging for Division Vice Presidents shall be paid by the Division treasury.

Section 14. Any undergraduate chapter not duly represented by at least one (1) properly accredited delegate at a Division Conference, and not having obtained prior excuse from the Division President, shall submit to the Division President within thirty (30) days following said Division Conference written explanation of its absence. If such explanation is not acceptable to the Division President, he may invoke appropriate disciplinary action.

Any undergraduate chapter not being properly represented at two (2) successive Division Conferences, and not having submitted acceptable explanations to the Division President, shall be reported to the Arch Chapter. The Division President shall recommend disciplinary action he deems appropriate, up to and including consideration of suspending or withdrawing that chapter's charter.

ARTICLE IV

Government – Executive

Section 1. The executive power of the Division shall be vested in the President and Vice Presidents, who shall be alumni in good standing of Delta Tau Delta Fraternity.

Section 2. The President of the Division shall be elected by majority vote biennially at the Division Conference and shall hold office as prescribed for by the Constitution of the Fraternity. A candidate for Division President must reside within the geographic area of the Southern Division, as defined by Article I, Section 1 of this Constitution, at the time of the election.

Section 3. The Treasurer and such number of Vice Presidents of the Division as the Division President determines shall be appointed by the Division President in the number the Division President deems appropriate, and shall serve terms of office at the pleasure of the Division

President, with the consent of the Arch Chapter. The chapters may submit nominations and advice relative to candidates for the Vice Presidents.

Section 4. The President shall appoint a Secretary for the conference who shall keep minutes of the proceedings. The Secretary shall forward the minutes to the President within thirty (30) days following the close of the Conference. The Division President shall then duly publish and distribute the minutes. The Secretary shall promptly and efficiently execute and discharge all instructions issued and duties delegated to a Secretary,

Section 5. No officer shall receive a salary from the Division treasury. No person shall be eligible for election to the same office for more than two terms in succession.

Section 6. The President shall assume his office on the first day of the second month following the adjournment of the Conference at which he was elected.

Section 7. Any vacancy in the office of the President for the unexpired portion of the term will be filled by appointment by the President of the Fraternity.

Section 8. Duties of the President

- a. The duties of the President shall be as prescribed in Article II, Section 8, of the Bylaws of the Constitution of the Fraternity. He shall be the authorized representative of the Division and shall act as trustee of all funds and property of the Division. He shall exercise all reasonable care in the discharge of his duties and shall render an account thereof to each Division Conference.
- b. The Division President shall decide all questions of interpretations of the Constitution and Bylaws of the Division, and his orders and decisions shall be final, subject to review under Robert's Rules of Order.
- c. The President shall be the authorized representative of the Division on the Arch Chapter of the Fraternity.
- d. The Division President shall make arrangements for the Conference.
- e. He shall preside over all sessions of the Division Conference.
- f. The President shall have the power to appoint Vice Presidents in the number determined by him to be necessary for the best operation of the Division.
- g. The President shall appoint a treasurer of the Division to serve at the pleasure of the Division President. The Treasurer may also, concurrently, serve as a Division Vice President.
- h. The President shall appoint Chapter Advisors in accordance with the Constitution and Bylaws of the Fraternity.
- i. The President shall promptly appoint Undergraduate Council members from the Division.
- j. He shall appoint all committees unless otherwise provided for.
- k. He shall consider himself responsible for the good standing of the Division with the general Fraternity. He shall keep himself well informed concerning conditions in the

chapters and colonies of the Division, using his power and influence to improve conditions that may need correcting.

- l. He shall pledge his support to all resolutions receiving a three-fourths (3/4) vote of the conference when the subject is before the Arch Chapter.
- m. The President shall render to each Division Conference a comprehensive and accurate report on the status of the Division.
- n. The President shall have the authority to appoint special representatives from time to time to carry out his functions as authorized representatives of the Division.

Section 9. The Treasurer's duties shall be as follows:

- a. The Treasurer shall keep and maintain accurate books and records of accounts with respect to the financial affairs of the Division.
- b. The Treasurer shall prepare a quarterly written report to the President regarding the financial affairs of the division in the preceding quarter.
- c. The Treasurer shall have other responsibilities as deemed appropriate by the Division President.

Section 10. Duties of the Vice Presidents

- a. The Vice Presidents shall supervise the activities of the chapters and colonies as assigned by the President.
- b. It shall be the duty of each Vice President to develop chapter excellence, to ensure a competent and engaged chapter advisor and assistant advisor, to ensure a fully functioning house corporation, and to better the relationship between the Fraternity and university for each chapter to which he is assigned. He shall also, in so far as possible, work with alumni chapters in his area to build alumni support for the individual chapters and the Fraternity at large.
- c. It shall be the duty of each Vice President to maintain open and proper communications between the Fraternity and the Chapters by visiting each chapter assigned to him a minimum of two times per academic year, and to attend the respective Division and Leadership Conferences.
- d. Each Vice President shall perform such other duties as may be assigned to him by the President of the Division. He shall advise the President of the Division on policies and plans of the Division.
- e. Each Vice President shall render a written report of his work to each Division Conference, and shall provide such additional written reports regarding the operation of the chapters and colonies to which he is assigned as deemed appropriate by the Division President.

Section 11. Each officer of the Division shall render to the Conference a report.

Section 12. The officers of the Division shall model the *Mission and Values* of the Fraternity, and shall be responsible to the Conference for their acts, and for wholesome, just, and efficient government of the Division; and shall be liable jointly and severally to impeachment, deposition, and removal from office by the Conference for maladministration and other cause by a two-thirds vote of the Conference.

ARTICLE V

Division Finances

Section 1. There shall be no separation of the moneys of the Division into separate funds.

Section 2. These moneys shall include all assets however derived. All expenses necessary for the administration of the business of the Division shall be paid from these moneys.

Section 3. At the discretion of the President and if he considers it essential to the welfare of the Division, he may financially aid the chapter or chapters sponsoring a Division Conference. This aid shall be to the extent deemed appropriate by the Division President. An accounting from the chapter or chapters will be made and in the event that there is a surplus, such surplus will be returned to the Division funds. These returned funds may not exceed the original allotment.

Section 4. There may be a Conference assessment for the Division and Leadership Conferences with such assessment being used to defray the expenses of said Conference. The amount of the Conference assessment will be as deemed appropriate by the Division President and may at his discretion be assessed on a per chapter or per man basis.

Section 5. The Division President may disburse Division funds for expansion purposes within the Division when, in his judgment, such projects would benefit the Division as a whole.

Section 6. As a duty of his office, the Division Treasurer shall be required to submit, in writing, to the undergraduate chapters of the Division, a detailed accounting of the financial operation of the Division, the same to be reviewed by an audit committee appointed at the Division Conference.

Section 7. All funds of the Division shall be deposited with the Central Office of the Fraternity and expenditures made only on the written order of the President of this Division or on the written order of the Treasurer of the Division.

Section 8. The fiscal year of the Division shall be as provided for in the Fraternity laws, from July 1 to June 30 of each year. The Division Treasurer shall submit a final statement for the previous year ended and a budget for the coming year to all chapters with the Division by October 1 of each year.

ARTICLE VI

Leadership Conferences

Section 1. In every even numbered year there shall be convened at the direction of the President of the Division, at times and places designated by him, one or more Leadership Conference(s) of the Southern Division in the number deemed necessary by the President. Each chapter or colony shall be required to send a minimum of five (5) undergraduate members to the Leadership Conference, with this number consisting of the chapter or colony's president, treasurer and such other officers and/or committee chairmen as designated by the President of the Division and in accordance with Article XVIII of the Fraternity's Bylaws, or such fewer number as authorized by Article XVIII of the Fraternity's Bylaws

Section 2. The President may assign each chapter within the Division to a regional Leadership Conference, such regional assignment being only for the year in which that particular Conference is held. Each chapter or colony shall be required to send a minimum of five (5) undergraduate members to the Leadership Conference as described in Article VI, Section 1 of the Division's Constitution.

Section 3. The Leadership Conferences shall have no legislative or executive powers other than for purposes of internal organization and administration during sessions thereof; but they may make recommendations to the biennial Division Conference.

Section 4. The purpose of the Leadership Conferences shall be to facilitate the freer interchange of ideas, practices, and plans among the participating chapters and colonies on all phases of chapter and colony operations than is normally possible in Division Conferences.

Section 5. The regional Leadership Conference shall be, at the minimum, composed of:

- a. Five (5) undergraduate delegates from each undergraduate chapter or colony as described in Article VI, Section 1 of the Division's Bylaws;
- b. The chapter advisor of each undergraduate chapter in the Division. If the Advisor is not present, an alumnus delegate designated by the Chapter he is to represent may attend in his place.
- c. One representative from each chartered and operating alumni chapter in the Division having a membership of not less than twenty five (25) members, and two (2) representatives from each alumni chapter with a membership of not less than fifty (50) members. An operating alumni chapter is one with at least ten (10) members, who are Loyalty Fund Life Members of the Fraternity having had a minimum of two (2) meetings or functions in the preceding twelve (12) months, and having been properly chartered and recognized by the International Fraternity.

Section 6. The President of the Division shall preside at each Leadership Conference. In the event of his inability to preside, he shall appoint a presiding officer. The President may make such appointments of additional personnel, as he deems advisable for the proper functioning of the Leadership Conference.

Section 7. Reimbursement of undergraduate chapter delegates and Division officers for attendance at Leadership Conferences shall be in accordance with Division Conference provisions, as described in Article III, Section 11 of this Constitution.

Section 8. The Division President may, at his discretion, require undergraduate chapters to submit reports to the Leadership Conference similar to those authorized under Article II, Sections 4 and 5 of the Division's Bylaws.

ARTICLE VII

Amendments

Section 1. This Constitution may be repealed, altered, or amended at any Conference by a two-thirds (2/3) vote of the accredited delegates.

Section 2. All amendments to this Constitution shall be submitted to the undergraduate chapters within thirty (30) days following the adjournment of the Conference. Each chapter shall certify its acceptance or rejection of the amendment not later than thirty (30) days after the amendments are submitted. Chapters not reporting by the specified date shall be recorded as accepting the amendment.

Section 3. Repeal, alterations, or amendments to this Constitution shall be deemed ratified when accepted by two thirds (2/3) of the undergraduate chapters within the Division.

Section 4. All changes of this Constitution, which have been duly enacted by the Division Conference vote and ratified by undergraduate vote, as herein before provided, shall become effective laws of the Division on the first day of the fourth (4th) month following adjournment of the Conference.

BYLAWS

ARTICLE I

Dues, Fees, Etc.

Section 1. Annual dues of an amount not to exceed \$25.00, subject to the discretion of the Division President, shall be paid to the Division treasury by each chapter and colony for each active, new member and affiliate carried on its rolls as of November 15th. Such dues must be paid to the Division by the chapters on or before February 1st. Any Division dues not paid by ten (10) days after the division conference shall be subject to a penalty of ten percent (10%) for each month such Division dues are in arrears. All funds must be forwarded to the Central Office for deposit into the Division's account within ten days of receipt by the Division officer responsible.

Section 2. Any other assessment found to be necessary by the Division President for the administration and conduct of the business and affairs of the Division may, at any time, with the consent of a majority of the undergraduate chapters be assessed on a per member basis against all the undergraduate chapters, and the latter shall forthwith be required to pay such assessment or assessments into the Division treasury within thirty (30) days.

Section 3. A bond of faithful discharge of the Division Treasurer's duties may be required at any time by the Division President, Arch Chapter and/or the Executive Vice President.

ARTICLE II

Conference

Section 1. All of the parliamentary privileges of delegates, save that of voting, shall be accorded to visiting members at each Conference.

Section 2. The standing committees shall be:

- a. Committee on Credentials
- b. Committee on Nominations
- c. Committee on Constitution and Bylaws
- d. Committee on Financial Review
- e. Committee on Resolutions

Such Committees are to be appointed by the permanent President or presiding officer at the first session of each Conference. The Nominations Committee will be appointed by the President or presiding officer except in the case where the President is seeking reelection in which case its members and chair shall be appointed by the most recent past President of the Division who is not a sitting Arch Chapter member.

Section 3. The order of business shall be:

- a. Call to Order
- b. Opening Ceremonies
- c. Report of Committee on Credentials
- d. Roll Call of Chapters
- e. Appointment of Committees
- f. Address of Welcome
- g. Reply to Address of Welcome
- h. Reports of Division Officers
 1. The President
 2. The Vice Presidents
- i. Reports of Chapters
- j. Reports of Special Committees
- k. Unfinished Business
- l. New Business
- m. Miscellaneous Business
- n. Reports of Standing Committees
 1. Constitution and Bylaws
 2. Financial Review
 3. Resolutions
 4. Nominations
- o. General Discussion for Good of Division
- p. Adjournment

Section 4. The Division President may at his discretion require written chapter reports for the Conference. In this event, chapters shall adopt such reports and obtain the endorsement by the chapter's President and Advisor thereof. These written reports shall be deposited with the Division President at least thirty (30) days prior to the date designated for the convening of the Conference, and chapter delegates shall bring to the Conference duplicate copies thereof. Written chapter reports, when required, shall be reviewed by the Division President and the Vice Presidents, and shall be the basis for discussion at the Conference.

Section 5. Should he waive the filing of written reports, the Division President may at his discretion require general reports by each chapter to be presented orally. Such reports would cover areas of chapter functions and status, and shall be limited to three (3) minutes per chapter.

ARTICLE III

Election of Division President

Section 1. No later than ninety (90) days prior to the convening of the Division Conference, the Division President shall appoint a chairman of the Nominations Committee for the Division Conference, except as provided in Article 2, Section 2. Such chairman, no later than seventy five (75) days prior to the convening of the Division Conference, shall call for suggestions for nominations for the office of Division President in writing, directed to all undergraduate and alumni chapters, all chapter advisors, assistant advisors, Division officers, and all house corporations within the Division. Such notice shall direct that any suggestions for nominations shall be made no later than forty five (45) days prior to the convening of the Division Conference, with the consent of the nominee and a biographical description of the candidate.

Section 2. No later than thirty (30) days prior to the convening of the Division Conference, the chairman of the Nominations Committee shall report in writing to all undergraduate and alumni chapters, all chapter advisors, assistant advisors, Division officers, and all house corporations within the Division the men suggested for nomination for the office of Division President, along with the biographical descriptions of the candidates.

Section 3. At the Division Conference, the Nominations Committee shall conduct interviews of all candidates suggested for nomination during core business hours of the Division Conference, such interviews being open to any member of the Fraternity in good standing.

Section 4. At the final business meeting of the Division Conference the Nominations Committee shall report its recommendation as to who should be elected Division President, if any. That man's name will thereupon be placed in nomination. The presiding officer of the conference shall then open the floor for additional nominations.

Section 5. In the event of a competitive election, any speeches and debate shall be governed by the rules of the proceedings established by the body at the beginning of the conference. If no rules have been adopted, then each candidate may have five minutes to speak to the body and answer questions. The candidates shall leave the room and debate will alternate in three minute increments for each candidate for up to three rounds. Additional rounds of debate may be approved by majority vote of the body. Candidates shall be voted on by order of nomination until a candidate has received a majority of the votes of the delegates present.

ARTICLE IV

Reports

Section 1. Each undergraduate chapter shall send to the President a copy of the monthly financial report rendered by it to the Central Office of the Fraternity

Section 2. Each undergraduate chapter shall forward to the President such reports as are required for compliance with the laws of the international Fraternity, the Southern Division and for the information of the President

Section 3. The undergraduate chapter's delegates shall report to their chapter the proceedings of the Division Conference in a timely fashion.

ARTICLE V

Fines

Section 1. A fine of ten percent (10%) per month shall be imposed, at the discretion of the Division President, upon all undergraduate chapters for all indebtedness to the Division treasury not paid within thirty (30) days after it becomes due; the first fine to be imposed thirty (30) days after said due date.

Section 2. The Division President shall at his discretion impose suitable fines or other penalties for failure to render any prescribed report, delinquency or neglect in the performance of any official duty, and violation of any of the provisions of the Constitution, laws or regulations of the Division.

ARTICLE VI

Amendments

Section 1. These Bylaws may be repealed, altered, or amended at any Conference by a majority vote of the accredited delegates.

Section 2. All amendments to these Bylaws shall be submitted to the undergraduate chapters within thirty (30) days following the adjournment of the Conference. Each chapter shall certify its acceptance or rejection of the amendment not later than thirty (30) days after the

amendments are submitted. Chapters not reporting by the specified date shall be recorded as accepting the amendment.

Section 3. Repeal, alterations, or amendments to these Bylaws shall be deemed ratified when accepted by a majority vote of the undergraduate chapters.

Section 4. All changes of these Bylaws, which have been duly enacted by the Division Conference vote and ratified by undergraduate vote, as herein before provided, shall become effective laws of the Division on the first day of the fourth (4th) month following adjournment of the Conference.