

Sigma Alpha Iota Bylaws of Delta Pi Chapter

Adopted: September 27, 1965

Revised: February 3, 2005

November 11, 2005

Article I - Name

The name of this chapter shall be the Delta Pi chapter of Sigma Alpha Iota, located at Austin Peay State University in Clarksville, Tennessee.

Article II - General Provisions

Section 1. General Policies and Procedures

- A. In compliance with its chartered rights and obligations, Delta Pi Chapter shall be subject to the rules contained in the Sigma Alpha Iota Articles of Association and Bylaws, College Chapter Procedures Manual, and the following Chapter Bylaws.
- B. Valid excuses from any required SAI functions, according to the *Manual for Members*, are:
 - 1. Illness
 - 2. Necessary Absence from the city
 - 3. Professional Engagements
- C. Quorum is defined as two-thirds of the chapter's active membership.

Section 2. Acronyms. The following acronyms shall be used as appropriate throughout these bylaws:

APSU - Austin Peay State University
CPM - Chapter Procedures Manual
EB - Executive Board
GPA - Grade Point Average
MIT - Member-in-Training
SAI - Sigma Alpha Iota

Article III - Membership

Section 1. Eligibility requirements for membership

- A. Membership is open to any woman student who has completed at least one semester of study at APSU.
- B. The prospective MIT must have a sincere interest in music and be willing to uphold the ideals of SAI.
- C. The prospective MIT must have completed or be currently enrolled in one or

more courses in music.

- D. The minimum, overall cumulative GPA required for membership is 2.5. The prospective member must provide permission for the Vice President for Membership to ascertain her GPA.
- D. The prospective MIT must be recommended by one faculty member.

Section 2. Exceptions to active membership

- A. A member may become nationally inactive in accordance with guidelines detailed in the CPM.
- B. A member may become locally inactive because of student teaching, interning, study abroad, or other extenuating circumstances that prevent her from fulfilling all required chapter obligations which constitute good standing as defined in Article III, Section 4B.
 - 1. The member requesting local inactivity must write a letter of explanation to the EB for approval.
 - 2. The EB reserves the right to approve or deny any inactivity request. If the request is denied, the EB will determine the appropriate obligations of the member in question.
 - 3. A member who becomes locally inactive is still required to pay national dues and is asked to pay local dues if able.
 - 4. She will always be welcome at chapter meetings with voice, but no voting privileges. She will also be welcome at social events for which she has fulfilled requirements.
 - 5. Local inactivity is a temporary membership, lasting one full semester and must be applied for each semester it is desired.

Section 3. Financial obligations of membership

- A. All members must pay annual dues in a timely manner in order to be in good financial standing.
- B. Members who have not met their financial obligations in full by the end of the year will be reported to NH as delinquent.
- C. Dues will be determined each year by a two-thirds vote of the chapter.

Section 4. Voting privileges of membership

- A. Only members in good standing are privileged to vote on chapter business.
- B. To be in good standing, a member must:
 - 1. Pay all financial obligations in full by the set date.
 - 2. Attend all meetings and SAI sponsored functions, unless excused.
 - 3. Maintain a minimum, overall cumulative GPA of 2.5.
 - 4. Attend all ritual ceremonies and rehearsals unless excused by the Vice President for Ritual.
 - 5. Perform in at least two chapter musicales a year.
 - 6. Participate in required fundraising and community service projects as determined by the current chair.

Section 5. Alumnae Member Status. Members are granted alumnae status upon graduation or termination of studies and are encouraged to affiliate with a local alumnae chapter and with the SAI Alumnae Association.

Article IV - Members in Training

Section 1. Invitations to Membership. After all membership eligibility criteria are met, invitations to membership, also known as “bids,” are issued upon a 2/3 affirmative vote of the chapter in accordance with the CPM.

Section 2. Sponsors. Each MIT will be assigned a sponsor, known as a “big sister”
A Service as a sponsor shall be voluntary.
B. Sponsors shall be assigned by the Vice President for Membership. She will determine these based on preferences and her best judgment.
C. Sponsors are responsible for assisting and advising the MITs, ensuring that they fulfill the requirements for initiation into the Fraternity and preparing them to meet the responsibilities and expectations of membership.
D. Big Sisters should:
1. Meet with the VPM to discuss the responsibilities of being a big sister prior to pinning.
2. Meet on a regular basis with her little sister at which time she should be able to answer all questions asked by the MIT.
3. Attend all weekly meetings with her little sister. The big sister is excused only if she gives prior notice of her absence to the Vice President for Membership and has a valid excuse as specified in Article II - Section 1.

Section 3. Requirements for Initiation. In order to be initiated into the Fraternity, a MIT must:
A. Pay all fees in full by set due dates.
B. Demonstrate her musical ability by participating in a MIT musicale.
C. Pass the National Membership Examination.
D. Fulfill the remaining requirements of the MIT program which include:
1. Attend all MIT functions and weekly meetings. The MIT is excused only if she gives prior notice of her absence to the Vice President for Membership and has a valid excuse as specified in Article II - Section 1.
2. Attend one chapter meeting before initiation.
3. Read and understand the Articles of Association, National Bylaws, and Chapter Bylaws before initiation.
E. MIT meetings will be held weekly at a specified time (agreed upon by the MITs, their big sisters, and the Vice President for Membership) for the duration of the MIT period.

- Section 4. Fees.
A. The MIT fee must be paid in full at the time of the MIT Ceremony. This fee is not refundable.
B. The initiation fee, which includes the life leasehold of an official member Badge, must be paid in full at the time of the Membership Examination.
- Section 5. Statement Against Hazing. SAI condemns the hazing of prospective initiates, and Delta Pi Chapter will neither conduct nor participate in hazing activities of any kind.
A. A copy of SAI's policy on hazing will be presented to the active members and rushees prior to rush.
B. SAI's hazing policy shall be read by the active members and strictly adhered to.

Article V - Officers

- Section 1. Elected officers. The elected officers of Delta Pi Chapter shall be: President, Vice President for Membership, Vice President for Ritual, Treasurer, Recording Secretary, Corresponding Secretary, Sergeant-at-Arms, and Editor.
- Section 2. Duties of Officers.
A. Duties of officers are as listed in the CPM.
B. Additional local duties of office are as follows:
1. Vice President for Membership and Vice President for Ritual will coordinate and lead all New Initiate Meetings within one week of initiates.
2. Corresponding Secretary is automatically appointed to the position of Alumnae Relations Chair.
3. Treasurer is automatically appointed to the position of Fundraising Chair.
4. The following members of the EB are automatically appointed as members of the Bylaws committee:
a. President
b. Vice President for Membership
c. Vice President for Ritual
d. Sergeant at Arms
- Section 3. Term length of offices. The term of office begins with the installation of officers at the final meeting of each year and ends when the new officers are installed at the final meeting of the next year.
- Section 4. Vacancies in office. The vacancies in office will be filled in accordance with the procedures outlined in the CPM.

Article VI - Nominations and Elections

- Section 1. Qualifications for election. To be elected to office, a member must:
- A. Be in good standing as defined in Article III, Section 4B.
 - B. Be upperclassmen and have been in SAI at least one semester, except in cases of extenuating circumstances.
 - C. They have proven dedication to the members of the chapter itself and to the ideals of SAI.
- Section 2. Nominations.
- A. A nominating committee of three or five members shall be elected in accordance with the CPM
 - B. Nominations will be conducted in accordance with the procedures outlined in the CPM.
- Section 3. Elections. Elections will be conducted in accordance with the procedures outlined in the CPM.

Article VII - Executive Board

- Section 1. Membership. The EB will include the following officers: President, Vice President for Membership, Vice President for Ritual, Treasurer, Recording Secretary, Corresponding Secretary, Sergeant At Arms, and Editor.
- Section 2. Responsibilities.
- A. Responsibilities of the EB are as outlined in the CPM.
 - B. Additional local responsibilities are as listed in Article V, Section 2B.
- Section 3. Quorum. Quorum is designated as half plus one of the EB membership.

Article VIII - Meetings

- Section 1. Chapter meetings
- A. Formal Business Meetings shall take place once each month. Appropriate business attire is required.
 - B. Informal chapter meetings shall take place weekly at a specified time as determined by the active membership.
- Section 2. Special meetings:
- A. A special meeting may be called by the president or three members of the EB.
 - B. A special meeting may be called in case of emergency or immediate need.
 - C. Notification should take place at least one day before the special meeting is to take place.

Article IX - Committees

- Section 1. Standing Committees. Standing committees are on-going committees, which have continuing responsibilities throughout the year.
- A. Standing committees of Delta Pi chapter shall include, but not be limited to: Advisory, Alumnae Relations, Campus/Greek Relations, Community Service, Concert Series, Editorial (Historian, Programs and Publicity, and Website), Fraternity Education, Fundraising, Membership, Reception, Ritual, Scholarship, Social, Songleading, and Sunshine & Roses.
 - B. Committees are chosen in the following process: The chapter President will determine the committee chair and members of the committee based on her observations, best judgment, help from other EB members, and the individual member's preferences.
 - C. Each committee is made up of a chair, assistant chair, and 3 to 5 members as needed.
 - D. Duties of each committee are outlined each year in the "Duties of Committees" sheet that is handed out at the beginning of each year.
 - E. The term of a committee chair will be one school year.
- Section 2. Special Committees. Special committees may be created by the chapter as needed to function until completion of a specified assignment. The following special committees will be formed each year and will function until the task is completed: Bylaws, Concert Festival, Marching Festival, and Nominating
- Section 3. Ex-Officio Committee Membership. The President shall serve as an ex-officio member to all committees except the Nominating Committee.

Article X - Chapter Advisors/ Advisory Committee

- Section 1. Composition. An advisory committee of two - three members shall be formed in accordance with the CPM.
- Section 2. Meetings. The advisors will meet once a month with the membership.
- Section 3. Responsibilities. Responsibilities of advisors are as outlined in the CPM.

Article XI - Honors and Awards

- Section 1. Honors Committee. The chapter will form an Honors Committee of three members each spring in accordance with the CPM. Duties of the Honors Committee shall be as outlined in the CPM.
- Section 2. National Honors and Awards. The chapter may present National Honors and Awards in accordance with the National Bylaws and the CPM.
- Section 3. Local Honors and Awards.
- A. Mary Ready Fott Scholarship.

1. The amount of the scholarship shall be \$500.
2. The criteria states that the applicant must:
 - a. Be a female
 - b. Be an undergraduate music major
 - c. Have a minimum cumulative 2.5 GPA
 - d. Not have been awarded the scholarship the prior year.
3. The applicant must audition before a panel of three SAI affiliated faculty and must fill out an application that includes an essay portion concerning financial need.
4. The decision is based primarily on musical performance. Financial need is a secondary consideration.
5. Auditions will be held every fall semester. Recipient will receive special recognition at the SAI sponsored American Musicale. Recipients are encouraged to perform for the public at the time of the American Musicale.

B. SAI Delta Pi Grant.

1. The amount of the grant shall be \$500.
2. The grant is available to any full-time or part-time music faculty employed by APSU during the semester the funds are used.
3. Applicants will be reviewed by a committee of active members. The decision is based on how much the grant will benefit the APSU Music Department and students.
4. The grant will be awarded every spring semester. Funds must be used by December 1st of the following semester.
5. The recipient must submit a written report including an expense account on how the funds were used. The report must be submitted to the chapter advisor upon completion of the project and be included in the chapter's year end report.

C. Special contributions will be given on significant occasions.

Article XII - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the chapter may adopt.

Article XIII - Amendment of Bylaws

Amendments to these Bylaws may be proposed in writing at any regular meeting and voted upon at the next regular meeting. A two-thirds vote is required.