



**Gamma Lambda Chapter of  
Delta Delta Delta  
Student Org Constitution  
2020-2021**

## **Article I. Name of Student Organization**

- a) The organization shall be called Delta Delta Delta at UCSD

## **Article II. Statement of Purpose**

- a) **THE PURPOSE OF DELTA DELTA DELTA** shall be to establish a perpetual bond of friendship among its members, to develop a stronger and more womanly character, to broaden the moral and intellectual life, and to assist its members in every possible way.
- b) **IT SHALL ALSO BE THE PURPOSE OF DELTA DELTA DELTA** to promote and develop mutually beneficial relationships between the Fraternity and the colleges and universities where the Fraternity has established chapters, to develop qualities of unselfish leadership among its members, and to encourage them to assume, with integrity and devotion to moral and democratic principles, the highest responsibilities of college women.

## **Article III. Nonprofit Statement**

- a) Delta Delta Delta at UCSD is a non-profit student organization.

## **Article IV. Requirements for Membership**

- a) Recruitment
  - i) Primary Recruitment
    - 1) Primary recruitment is held every Fall under the guidance of the Panhellenic Council
    - 2) To be considered for membership, the potential new member must register for primary recruitment and attend at least one event during recruitment
  - ii) Continuous Open Bidding (COB)
    - 1) Delta Delta Delta will participate in COB in the instance that Delta Delta Delta qualifies for COB according to Panhellenic Standing Rules.
    - 2) When COB is held, all potential new members must be in contact with Delta Delta Delta Vice President of Membership
    - 3) To participate in COB, the potential new member must make it apparent that they are willing to participate in COB. This includes but is not limited to, list of COB potential new members from Panhellenic Council and recommendation from Delta Delta Delta new members and initiated members
  - iii) Potential New Member Requirements
    - 1) Must be female-identifying
    - 2) Potential new members who have been at UCSD for at least one quarter must have a GPA of at least 2.7
    - 3) Must be in good standing with the university
  - iv) Bids
    - 1) Potential new members who receive a Bid from Delta Delta Delta must

accept their bid within the day they received their bid in order to be considered a member of Delta Delta Delta

b) General Policy

- i) All chapter policies shall apply to all initiated and new members of Gamma Lambda Chapter unless otherwise stated.
- ii) A member not-in-good-standing of the chapter (chapter probation) shall not be entitled to:
  - 1) provide references for potential new members
  - 2) vote on issues that come before the chapter
  - 3) hold chapter office, unless approved by the Conduct Committee, Alumna Advisor, and Collegiate District Officer
  - 4) attend any formal chapter social events, including but not limited to exchanges, Presents and Formal
  - 5) attend Convention or represent the Fraternity on the campus or in the community
  - 6) exercise other privileges of membership as specified by the standards committee or the Executive Board
  - 7) wear the badge if in arrears in her financial obligations (*see Fraternity Bylaws*)

c) Chapter Dues

- i) Chapter dues are due on the 13th day of the month they are sent out.
  - 1) Active Member's dues are \$215
  - 2) New Member's dues are \$460
- ii) All member invoices are to be paid in full each term. If a member is unable to pay on this schedule, she may be placed on a payment plan as approved by the standards committee. This action must be completed by the end of the previous term. When a member fails to comply with the payment plan, she will forfeit the privilege of using this plan for future terms and the member is responsible for paying the remaining balance in full.
  - 1) Payment plans do not automatically continue after each term
  - 2) No more than 10% of chapter members may be on a payment plan.

d) Academic Requirements

- i) Gamma Lambda Chapter shall strive to maintain a campus scholastic ranking in accordance with current Fraternity policies. The chapter shall strive to maintain an average GPA that is above the all-women's and all- sorority. The chapter shall strive to have less than 10% of its collegiate members below the required GPA.
- ii) Member Academic Requirements
  - 1) Each member shall have a scholastic average of at least 2.70 for each grading period.
  - 2) Members must email in their transcripts from the previous quarter to the Director of Academic Excellence
  - 3) Each member must be a full time student at UCSD
    - (a) Exception- Members in their final year of school may be part-time.
- iii) The Director of Academic Excellence shall submit the Scholarship Report Form to Tri Delta's Executive Office no later than 4 weeks after the start of the new

grading period.

e) Attendance Policy

- i) All members must provide a written explanation for an absence 48 hours prior to the mandatory chapter event, unless otherwise specified.
- ii) All excuses should be submitted to the Secretary.
- iii) If a member disagrees with the determination, she must attend a regular Standards Committee meeting and present the reason for disagreement. The Standards Committee can make a final determination on the situation. Excuses submitted on the day of the event or any verbal excuses will be considered unexcused. Members who have 3 or more unexcused absences in a given quarter will be called to the Standards Committee and subject to member discipline.
- iv) The Director of Administration is responsible for submitting the list of member fines to the Director of Member Finances within one week of the event.
- v) Calendar Changes.
  - 1) The chapter calendar is created and finalized for the upcoming academic year by May 15th of the previous academic year.
  - 2) The chapter will vote upon the calendar during the final business chapter meeting of the previous month. Once the chapter has voted, the calendar is “closed” and all events are mandatory, unless otherwise specified and no additional chapter events may be added to the calendar.
  - 3) In the event that an event needs to be added to the calendar after it has been closed, the organizing officer must propose the event to the chapter two weeks prior to the date of the event. If the chapter votes to include the event in the calendar, the event is mandatory.
- vi) Required Events
  - 1) All Chapter Meetings, new member meetings, recruitment activities, philanthropic events, class slating, committee meetings, accreditation events, ritual practice, rituals and chapter celebrations such as Founders’ Day are mandatory. All initiated members and new members are expected to be appropriately dressed for the activity and actively and positively participate.
    - (a) Chapter meetings will be held on Monday
    - (b) New member meetings will be determined by the New Member Educator
    - (c) All other mandatory events will be determined by the officers’ council and chapter calendar
- vii) Excused Absences
  - 1) An initiated member or new member may have only 3 excused absences per quarter.
    - (a) After 3 excused absences, Standards may call a member in to discuss her attendance.
  - 2) Excused absences include:
    - (a) Serious illness
    - (b) UCSD sponsored activities.
      - (i) Examples include club and varsity sports, theatre productions, group projects and test reviews with proof.

- (c) Family emergency
  - (i) This includes death or serious injury of a family member or someone very close to you.
- (d) Family event
  - (i) This includes the birth of a sibling or a wedding.
- (e) An accredited class/internship in which UCSD credit is earned.
- 3) Classes which conflict with chapter meetings may be scheduled only if They are offered at no other time and have been approved by the standards committee and the alumna advisor. The member is responsible for showing proof to Standards that the class is necessary for graduation, and that the member has no other opportunity to take the class at a different time. This option is only open for Juniors and Seniors. Approval must be received before the class begins.
- f) Sponsor Eligibility
  - i) To be eligible to be a sponsor, a member shall have at least a 2.70 grade point average for the previous grading period and be a member in good standing of the Fraternity and the chapter. An exception to these requirements for an individual member must be approved by the Alumna Advisor

## **Article V. Frequency of Organization Meetings**

- a) Chapter meetings
  - i) Every Monday night at 8:00 PM location TBD.
  - ii) Secretary will take attendance and minutes.
  - iii) Check attendance policy for excused absences.
- b) Officer Meetings
  - i) Every Sunday night at 6:00 PM, location TBD
  - ii) Secretary will take attendance and minutes.
  - iii) Check attendance policy for excused absences.

## **Article VI. Qualifications for Holding Office and Methods of Selecting and Replacing Officers**

- a) Only registered UCSD students may hold office in the organization.
- b) Only registered UCSD students may vote in elections for the selection of the organization's officers.
- c) Requirements to be eligible to hold an office
  - i) Members shall have at least a 2.75 grade average for the term preceding nomination and maintain this grade average during her term of office.
  - ii) Members must be in good standing in the chapter
    - 1) Good Standing:
      - (a) Abides by the fraternity bylaws, chapter bylaws, and chapter policies
      - (b) Has a 2.75 GPA or higher
      - (c) Does not have overdue payments to the chapter

- d) An exception to these requirements for an individual member must be approved by the Alumna Advisor and Collegiate District Officer.
- e) Selection Process
  - i) Executive Committee will review officer applications and train Officer Selection Committee
  - ii) Officer Selection Committee will select new officers based on applications and interviews
  - iii) Slate must be approved by Operations Advisor and Collegiate District Officer and then voted on by chapter
  - iv) Once slate is approved, previous officers will train new officers for their positions

## **Article VII. Risk Management**

- a) Gamma Lambda Chapter of Delta Delta Delta at UCSD is a registered student organization at the University of California, San Diego, but not part of the university itself.
- b) Gamma Lambda Chapter of Delta Delta Delta at UCSD understands that the university does not assume legal liability for the actions of the organization
- c) Behavior
  - i) Members that display inappropriate behavior will be placed on chapter probation at Standards committee discretion.
- d) Alcohol
  - i) No initiated member, new member or guest under the legal age limit will be allowed to consume alcohol at any Tri Delta functions. All use, possession, and consumption of alcoholic beverages must be in accordance with federal, state and local laws, and university/college rules and regulations. A violation of this policy will result in disciplinary action. (see Executive Board policies)
- e) Transportation
  - i) All initiated members, new members and guests must use the designated transportation method to and from the chapter events. If alcohol or other illegal substances are in the possession of a member or guest on the means of transportation or there is a violation of the transportation policy, disciplinary action will result. (see Executive Board policies for additional procedures)
  - ii) If a member is asked to leave, they can either take the bus if the chapter paid for shuttling privileges. If not, the member must find an alternate form of transportation that will be approved by the risk management chair or her designee.
- f) Chapter Crisis Response Team
  - i) The collegiate chapter president has authority in every emergency. In her absence, the vice president of operations is the next officer in authority.
  - ii) The following additional collegiate officers may be involved in the implementation of crisis response procedures at the discretion of the collegiate chapter president:
    - 1) director of risk management and wellness
    - 2) vice president of chapter development and programming
    - 3) vice president of community relations
    - 4) vice president of member experience

- iii) The collegiate chapter president, Vice President of Operations and all other above officers, are expected to read and be familiar with Tri Delta's Crisis Response policies and procedures at the start of each term as well as any university-specific procedures regarding emergency and/or crisis.

## **Article VIII. Financial Management**

- a) Chapter Dues
  - i) Chapter dues are sent out at the beginning of each quarter and must be paid by the thirtieth day of the month that they are sent out on.
- b) Financial Assistance
  - i) If a member is unable to pay on this schedule, she may be eligible for a payment plan as approved by the conduct committee and the financial specialist. This action must be completed before dues are invoiced. When a member fails to comply with the payment plan, she will forfeit the privilege of using this plan for future terms and the member is responsible for paying the remaining balance in full.
    - 1) Payment plans do not automatically continue after each term
    - 2) No more than 10% of chapter members may be on a payment plan.
    - 3) Payment plans will be 2-months with the first installment due the 2nd month and second installment due the 3rd month.
  - ii) Extraordinary Membership Status
    - 1) Under extenuating circumstances, members may request a meeting with conduct committee to discuss the possibility to be put under extraordinary membership status
    - 2) Conduct committee will determine if the chapter can support the member financially
    - 3) Financial Extraordinary Membership Status includes two options: (1) Half dues or (2) Full dues
      - (a) Being on Extraordinary Membership Status means that the member will not have to pay either half dues for the quarter or will not have to pay dues at all for the quarter
    - 4) Members cannot be on Extraordinary Membership Status for more than 2 quarters in a row
- c) Delinquent Accounts (see Executive Board Policies on 30-60-90 for detailed procedures)
  - i) Any member owing a balance for more than 30 days past the statement date automatically shall cease to be in good standing with the chapter and may be called to meet the conduct committee. The alumna advisor shall take custody of her badge and membership certificate until her membership is restored to good standing. See Article V, Section 1 C of THE BYLAWS OF DELTA DELTA DELTA.
  - ii) Any member owing an account for more than 60 days past the statement date automatically shall cease to be in good standing with the Fraternity and shall be placed on Fraternity probation. The alumna advisor shall continue to hold her badge and membership certificate until her membership is restored to good standing.

- iii) If either full payment or an acceptable probationary schedule for payment has not been made within 30 days from the date of the 60-day a letter issued via TriConnect, the member's membership in the Fraternity is subject to termination by the Executive Board. See Article V, Section 1 C of THE BYLAWS OF DELTA DELTA DELTA.
- iv) A member who submits a resignation while owing money shall be given an opportunity to make full payment or to establish an acceptable probationary schedule for payment. If full payment is not received when due, her membership record will be marked terminated rather than resigned.
- d) The chapter shall pay all bills and invoices to University of California San Diego and the UCSD Panhellenic Council in a timely manner.
- e) The chapter shall pay all bills and invoices to Tri Delta's Executive Office within 30 days of the invoice.
- f) Expenditures:
  - i) All expenditures over \$50 must have prior approval of the VPF.
  - ii) In order to be reimbursed, a member must fill out the form created by the VPF within a week of purchase, unless there are extenuating circumstances in which the member should contact the VPF. Exceptions may be given at the discretion of the VPF.
    - 1) Receipts and to whom the check is to be written must be included on the form and a copy must be attached. Receipts must also be marked with the member's name, office, date, and reason for the purchase.
  - iii) To make a purchase, members will need to complete the form created by the VPF within a week of purchase. The form will be approved within three days.
  - iv) There will be no petty cash arrangements.

## **Article IX. Community Involvement**

- a) Panhellenic Council at UCSD
  - i) Delta Delta Delta is under the guidance of the Panhellenic Council at UCSD and the Interim Associate Director, Sorority & Fraternity Life at UCSD.
  - ii) Members of Delta Delta Delta may apply to serve as a member of the Panhellenic Council at UCSD
  - iii) Chapter Collegiate President and Panhellenic Delegate will attend all Panhellenic Council meetings as a representative of Delta Delta Delta
    - 1) Panhellenic Council meeting occurs on Mondays at 7:00 PM
- b) Junior Panhellenic Council at UCSD
  - i) Members of Delta Delta Delta may apply to serve as a member of the Junior Panhellenic Council
- c) Recruitment
  - i) Delta Delta Delta participates in Primary Recruitment each Fall quarter alongside all other Panhellenic chapters at UCSD
  - ii) Primary Recruitment logistics is run by the Panhellenic Council at UCSD with input from Panhellenic chapters' membership officers
- d) Academics
  - i) Delta Delta Delta will receive grade reports from the Interim Associate Director,



Sorority & Fraternity Life

e) Finances

- i) The chapter shall pay all bills and invoices to University of California San Diego and the UCSD Panhellenic Council in a timely manner.