

KAPPA ALPHA THETA
ZETA RHO CONSTITUTION
FALL 2021 – FALL 2022 EDITION

ARTICLE I
NAME AND OBJECT

- Section 1. The name of this organization shall be Zeta Rho Chapter of Kappa Alpha Theta.
- Section 2. The object of Zeta Rho Chapter of Kappa Alpha Theta shall be to represent Kappa Alpha Theta Fraternity on the campus of University of California - San Diego and to fulfill the purposes of the Fraternity as stated in the *Kappa Alpha Theta Constitution*, 2016 edition. Kappa Alpha Theta at UCSD is a non-profit student organization.
- Section 3. These bylaws shall always be superseded by the *Kappa Alpha Theta Constitution* and the *Kappa Alpha Theta Bylaws*, 2020 edition.

ARTICLE II
MEMBERSHIP

- Section 1. Eligibility for Membership
- A. The requirements for membership are as stated in the *Kappa Alpha Theta Constitution*, Article II, Section 2.
 - B. Scholarship Requirements of Zeta Rho Chapter. Members shall maintain a 2.80 GPA to maintain full membership privileges.
 - C. Attendance Requirements
 - (1) Members must attend the following mandatory events: weekly chapter meetings, all ritual events, recruitment events, signature philanthropy event, Excel and any other mandatory Greek Life event.
 - D. Service Requirements: Members must complete four hours before the end of each quarter.
 - E. Automatic Probation
 - (1) Financial Probation shall be imposed according to *Kappa Alpha Theta Bylaws*, Article I, Section 8, A, 2, a, (1).
 - (2) Scholastic Probation shall be imposed on a member who fails to achieve the
- Section 3. Election to Membership
- A. Invitations to membership shall be extended to women who meet the qualifications set forth in *Kappa Alpha Theta Constitution*, Article II, Section 2, and in accordance with the regulations of the College Panhellenic procedures and Kappa Alpha Theta procedures.

B. Scholastic Requirement

The potential new member shall have a 2.80 cumulative GPA from college or, if the potential new member has been enrolled in college less than one term, a 3.5 cumulative GPA from high school.

C. Membership selection procedures shall be in accordance with the *Recruitment Handbook*.

D. Election to membership shall be in accordance with *Kappa Alpha Theta Constitution*, Article II, Section 3.

E. Acceptance of Invitation

Women accepting invitations to join Kappa Alpha Theta shall do so in accordance with Kappa Alpha Theta policies.

Section 4. Member Orientation

Member orientation and initiation shall be conducted in accordance with *Kappa Alpha Theta Bylaws*, Article I, Section 3 and the *Kappa Alpha Theta Ritual Book*.

ARTICLE III OFFICERS

Section 1. The officers of Zeta Rho Chapter shall be the following, who are slated by the nominating committee, during each elections process.

- A. Chief Executive Officer (CEO)
- B. Chief Administrative Officer (CAO)
- C. Chief Learning Officer (CLO)
- D. Chief Financial Officer (CFO)
- E. Chief External Affairs Officer (CEAO)
- F. Chief Operating Officer (COO)
- G. Chief Panhellenic Officer (CPO)
- H. Chief Recruiting Officer (CRO)
- I. Event Director
- J. Executive Assistant
- K. Facility Management Director
- L. Human Resources Director

M. New Member Director

N. Online Media Director

O. Scholarship Director

P. Philanthropy Director

Section 2. Requirements for Officers

A. A member shall meet the conditions for eligibility and qualifications to be an officer as stated in the *Kappa Alpha Theta Bylaws*, Article IV, Section 3, B. Only registered UCSD students may hold office in the organization.

B. Scholastic Requirements

(1) Officers shall maintain a 2.85 quarter GPA. The GPA shall not be lower than the GPA required for a chapter member to be in good standing.

Section 3. Elections

A. Elections shall be held annually by the end of fall quarter.

B. Nominating Procedures

(1) An elected nominating committee consisting of two representatives from each college class shall meet to prepare the report of the nominating committee which shall be presented at the following chapter meeting.

(2) The nominating procedures shall be in accordance with the *College Chapter Handbook*.

C. Elections shall be held according to the procedures in the *College Chapter Handbook*. Only registered UCSD students may vote in elections for the selection of the organization's officers.

Section 4. Installation of Officers

A. Transition and installation of elected officers shall take place in accordance with the *College Chapter Handbook* and *Kappa Alpha Theta Ritual Book*.

B. Newly installed officers shall assume their duties no later than March 1 in accordance with *Kappa Alpha Theta Bylaws*, Article IV, Section 3, D.

Section 5. Duties of Officers

The duties of college chapter officers are stated in the *College Chapter Handbook*.

Section 6. Term of Office

The term of office for all officers shall be for one (1) year and until their successors are duly elected, qualified and installed.

Section 7. Vacancy in Office

- A. In the case of a vacancy in any office, a successor shall be elected or appointed according to the procedures outlined in the *College Chapter Handbook*.

Section 8. Removal from Office

A chapter officer shall be removed from office only in accordance with *Kappa Alpha Theta Bylaws*, Article IV, Section 3, E.

ARTICLE IV CHAPTER BUSINESS

Section 1. Meetings

- A. Meetings shall be held during the regular school terms to transact the business of the chapter.
- B. The chapter shall meet once a week during each college quarter at 8:15pm on Monday in a University of California, San Diego classroom, reserved by the CAO each week. If there is a university holiday on Monday, meeting can be held on Tuesday.

Section 2. Parliamentary Authority

The current edition of *Robert's Rules of Order, Newly Revised*, shall be the authority for procedures in all meetings in which they are not inconsistent with these bylaws and the *Kappa Alpha Theta Bylaws*.

ARTICLE V FINANCE

Section 1. Dues and Fees

- A. The Fraternity initiation fee of one hundred seventy-seven dollars (\$177) shall be paid by each new member.
 - (1) Payments to the college chapter by the members shall be in accordance with a schedule to be developed by each college chapter; however, payments must be completed by the end of the academic year in which the woman is initiated. (*Kappa Alpha Theta Bylaws*, Article VII, Section 2, A, 1, a)
- B. The Fraternity annual per capita fee is one hundred seventy-seven dollars (\$177). The college chapter shall collect the per capita fees from its members and shall remit such fees to Fraternity headquarters each fall in accordance with the schedule determined by Grand Council. (*Kappa Alpha Theta Bylaws*, Article VII, Section 2, A, 2)
- C. Chapter member dues shall be \$295 per quarter.

- D. Chapter new member dues shall be \$295 per quarter
 - E. Panhellenic dues shall be \$9 per quarter for all active members and new members.
 - F. Off-campus fee shall be \$50 per quarter for all members enrolled in school but studying off-campus or abroad. The off-campus fee must be billed within the quarter in which it is incurred.
- Section 3. Fines
- A. All fines shall be placed on the bills of members and shall be collected in strict accordance with the procedures of Kappa Alpha Theta.
- Section 4. Late Charges and Insufficient Funds
- A. Bills are due and payable upon receipt and delinquent 14 days after a statement is issued. Bills not paid by the statement due date are subject to a late charge of five percent of the total bill as billed by Billhighway. If the bill remains unpaid 14 days after the late charge is applied, the chapter shall charge an additional late fee of \$5%. The charge shall be in addition to the Fraternity's disciplinary procedures relating to financial delinquency.
- Section 5. Procedures for Issuing and Collecting Bills
- A. Bills shall be issued no later than the first chapter meeting of the quarter.
 - B. Members must pay via their Billhighway account.
 - C. Bills are due and payable upon receipt and delinquent 14 days after a statement is issued.
 - D. If a member is processed as delinquent by headquarters, or does not pay dues two weeks after the issue date and subsequently pays her outstanding debt, she will be charged a 50 percent processing fee on payments that are less than \$100 or charged a 25 percent processing fee on payments over \$100.

ARTICLE VI RISK MANAGEMENT

- Section 1. Alcohol, Weapons, and Drugs
- A. Chapter members shall adhere to the Fraternity's laws regarding Alcoholic Beverages, Drugs, and Weapons as stated in *Kappa Alpha Theta Bylaws*, Article IV, Section 8; Article IV, Section 9; and Article IV, Section 10.
- Section 2. Risk Agreement
- A. Kappa Alpha Theta at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself.

- B. Kappa Alpha Theta at UCSD understands that the University does not assume legal liability for the actions of the organization.

ARTICLE VII AMENDMENTS

Provided that all Fraternity laws and procedures are followed for amending the chapter bylaws, the chapter bylaws may be amended by two-thirds (2/3) vote of the chapter's active members, present and voting, a quorum being present, and provided that the proposed amendment has been presented in writing at the previous meeting. An amendment shall not become effective until approved by the advisory board chairman. The college chapter shall bring its bylaws into conformity with Fraternity laws following each Grand Convention. Such amendments do not require a vote of the chapter members.