



SIGMA ETA PI AT UC SAN DIEGO CONSTITUTION

Adopted September 2023



ARTICLE I. Name of Student Organization

The organization shall be called Sigma Eta Pi at UC San Diego.

ARTICLE II. Statement of Purpose

- i. Sigma Eta Pi's mission is to empower individuals to embrace their entrepreneurial spirit, guiding them to pursue their passions, fostering invaluable connections within the university startup ecosystem, and making a meaningful impact through groundbreaking ventures.

ARTICLE III. Nonprofit Statement

Sigma Eta Pi at UC San Diego is a non-profit student organization.

ARTICLE IV. Requirements for Membership

Section A: Requirements

- i. A student shall qualify as a member of SEP if they are enrolled and actively pursuing a degree at the UC San Diego (UCSD). Upon admission, student members may choose to be either Active or Inactive members.
- ii. Active Members: To be considered an Active member, an individual must successfully complete the Founder's Education curriculum, fulfill financial obligations to the Fraternity (e.g., payment of dues), and meet the minimum attendance requirement during each quarter. Active members have the privilege to run for positions on the Executive Board.
- iii. Inactive Members: A student member who has successfully completed the Founder's Education curriculum but has outstanding financial obligations to the Fraternity or has not met the minimum attendance requirement during the quarter shall be classified as an Inactive member.
- iv. Associate Members: Associate members include new members who are currently participating in Founder's Education and have paid their dues. They have limited privileges and are not eligible to vote or run for positions on the Executive Board until they complete the Founder's Education curriculum and meet the requirements to become Active members.
- v. The Fraternity upholds the principle that membership decisions shall not discriminate based on age, race, religion, creed, national origin, ethnicity, gender, disability, or

sexual orientation. Additionally, all official SEP events shall be alcohol-free, and no member shall be compelled or coerced into consuming substances.

By distinguishing between Active, Inactive, and Associate members, we ensure that Active members actively engage in the decision-making and governance of the Fraternity, while Inactive and Associate members still have the opportunity to participate in Fraternity activities and maintain their connection to the organization.

Section B: Membership Rights

Membership rights within the Fraternity are as follows:

- i. Only Active members are granted attendance privileges at events organized by the Fraternity. Inactive and Associate members are not eligible to attend such events.
- ii. Active members have the right to participate in constitutional changes, elections, and voting processes within the Fraternity.

By granting different membership rights, we promote a sense of responsibility and active involvement among Active members, while still providing opportunities for Inactive and Associate members to engage with the Fraternity.

Section C: Membership Classification

SEP consists of the following categories of members:

- i. Student Members:
 - a. Active Members
 - b. Inactive Members
 - c. Associate Members
- ii. Faculty Members
- iii. Alumni Members

The Fraternity recognizes the importance of a diverse membership, including students, faculty, and alumni. Student members are further categorized into Active, Inactive, and Associate members based on their fulfillment of the specified requirements. Faculty members and alumni contribute to the Fraternity through their experience, expertise, and ongoing support.

Section D: Attendance

- i. Point System
 - a. SEP implements a point system for all student members to fulfill during each quarter. This system awards points to members for their participation in Fraternity-related events, which may include recruitment activities, weekly meetings, speaker events, Founder's Education meetings, and more.

Sigma Eta Pi at UC San Diego Constitution - 2023-2024 Academic Year

- b. At the beginning of each quarter, the Executive Board publishes the list of events and establishes the requirements for the Point System. The accumulation of points determines the membership classification for that particular quarter, whether as Active, Inactive, or Associate members.

It is important to note that the point system serves solely to determine the membership classification for the subsequent quarter. By implementing this system, the Fraternity encourages active engagement and recognizes the contributions of its members.

ii. Leave of Absence

- a. A Student Member may be designated as being on a "Leave of Absence" when they are temporarily not currently enrolled with SEP due to:
 - i. Military Leave
 - ii. Involvement in an Incubator/Accelerator
 - iii. Other reasons subject to approval by the Executive Board
- b. Additionally, while still enrolled with SEP, a Student Member may request a "Leave of Absence" due to:
 - i. Medical Emergency
 - ii. Extreme Hardship
 - iii. Study Abroad
 - iv. Other reasons subject to approval by the Executive Board

The Executive Board is responsible for managing and maintaining the procedures related to the "Leave of Absence" designation. During the "Leave of Absence," Student Members are exempt from meeting any attendance or financial requirements. The "Leave of Absence" provision recognizes the diverse circumstances that may arise during a student's membership and allows for temporary absence while still maintaining their connection to the Fraternity.

Section E: Dues

The amount of dues and any other fees associated with membership in the Fraternity shall be determined by the Executive Board, specifically the Vice President of Finance, in accordance with the Constitution.

The Executive Board, responsible for the financial management of the Fraternity, will carefully consider the financial needs and requirements of the organization when determining the dues and fees. Transparency and accountability in financial matters are prioritized to ensure the equitable participation of all members.

Section F: Cap on Number of New Members Admitted

Sigma Eta Pi recognizes the importance of providing a high-quality experience for each newly incoming member. Considering the limited resources in terms of funds and mentorship, the Fraternity deems it necessary to implement a cap on the number of new members admitted each quarter, as determined by the Executive Board. This decision is driven by the aim to foster strong and lasting connections among members and ensure the availability of sufficient resources for mentorship and support.

The following rationale further supports this approach:

- i. **Mentorship Program:** Sigma Eta Pi operates an old member/new member mentorship program. To ensure fairness and effective mentorship, there is a limited number of old members available to take on mentees. Therefore, the Fraternity will only accept a specific number of new members each quarter.
- ii. **Founder's Education Experience:** The Founder's Education team is dedicated to delivering a high-quality experience encompassing bonding, startup lessons, and venture initiation. To maintain the integrity of this experience, the team can only accommodate a manageable number of associates each quarter.

Section G: Granting Membership Rights to New Members

The decision to grant Active membership rights to new members is based on the following criteria:

- i. **Previous Entrepreneurial Initiative:** The new member has demonstrated previous entrepreneurial initiative.
- ii. **Passion and Drive for Startups:** The new member has shown passion and drive for starting new ventures and startups.
- iii. **Commitment to Participation:** The new member is available to attend all required events and is willing to dedicate sufficient time to the Fraternity.
- iv. **Value Addition:** The new member effectively communicates through the written application the value they can contribute to SEP.
- v. **Completion of Founder's Education Accelerator:** The new member has successfully completed the Founder's Education accelerator experience.

Section H: Denying Membership Rights to New Members

The decision to deny Active membership rights to potential new members is based on the following grounds:

- i. **False Claims or Misrepresentation:** Potential new members will not be accepted if they provide false claims or misrepresent their qualifications during the application process.
- ii. **Inconsistent with SEP's Values:** Potential new members will not be accepted if they demonstrate behaviors or attitudes that contradict SEP's values of inclusivity, open-mindedness, diversity, and respect.

Section I: Alumni Members

An individual shall be recognized as an Alumni Member of SEP if they meet one of the following criteria:

- i. They have been an Inactive member for two or more quarters.
- ii. They were an Active Member of Sigma Eta Pi, have successfully graduated, and are no longer pursuing a degree at the University of California, San Diego.

Alumni members hold a special place within the Fraternity, as their experiences, expertise, and ongoing support contribute to the growth and success of SEP.

Section J: Termination of Membership

The following conditions may lead to the suspension of a member's voting rights within the fraternity:

- i. Non-attendance and failure to meet the Active member requirements set by the Executive Board in a given quarter without providing reasonable notice to the Executive Board.
- ii. Inappropriate activities, as determined by J-Board, which may include but are not limited to engaging in illegal behavior or discriminatory actions.
- iii. Failure to fulfill financial obligations to the Fraternity, including non-payment of dues and fees.
- iv. Violation of the Fraternity's Code of Conduct or policies, as determined by the Executive Board and subjected to the disciplinary process outlined in the Constitution.

If a member's Active membership is terminated within the Fraternity, they will also be required to forfeit any rights and privileges associated with the Fraternity, including attendance at Fraternity events and participation in voting processes. This ensures that members are held accountable for their actions and adherence to the values and standards of the organization.

The termination of membership is a serious matter and is approached with fairness, transparency, and due process. The Executive Board will follow the procedures outlined in the Constitution to investigate and address any alleged violations or breaches of membership obligations

ARTICLE V. Frequency of Organization Meetings

Section A: General Meetings

General meetings shall be held once a week and are open to Active and Associate Members of the organization. The purpose of these meetings is to provide a platform for information sharing,

discussions, and engagement on topics related to entrepreneurship and the organization's activities.

Section B: Social Meetings

The fraternity organizes regular social meetings to foster a sense of community among members. These meetings provide an opportunity for members to socialize and participate in club activities. During these social meetings, the fraternity plans and coordinates activities, which can include outings, social events, and recreational activities. The Vice President of Internal Affairs, along with the Executive Board, is responsible for planning and organizing these social meetings and club activities.

Section C: Special Meetings

Special meetings may be called by any combination of three officers or the President. These meetings are convened to address specific matters or urgent issues that require immediate attention. Notice of special meetings must be communicated to all members at least 48 hours in advance, providing sufficient time for members to prepare and participate.

Section D: E-Board Meetings

E-Board meetings shall be held once a week for Executive Board members prior to the general meetings. These meetings serve as a forum for the Executive Board to discuss organizational matters, plan upcoming events and initiatives, and make decisions regarding the management and administration of the fraternity.

E-Board meetings play a crucial role in the coordination and effective functioning of the organization, ensuring that the leadership team is aligned and working towards the goals and objectives of the fraternity.

ARTICLE VI. Qualifications for Holding Office and Methods of Selecting and Replacing Officers

Only registered UC San Diego students may hold office in the organization. Only registered UC San Diego students may vote in elections for the selection of the organization's officers.

Section A: Officer Titles

- i. President
- ii. Executive Vice President
- iii. Vice President of Finance
- iv. Vice President of Internal Affairs
- v. Vice President of External Affairs
- vi. Vice President of Founder's Education
- vii. Vice President of Recruitment

Sigma Eta Pi at UC San Diego Constitution - 2023-2024 Academic Year

- viii. Vice President of Marketing
- ix. Vice President of Brotherhood
- x. Vice President of Administration
- xi. Vice President of Membership

All officers must be Active Members of Sigma Eta Pi at UC San Diego.

Section B: Duties

- i. President
 - a. The President serves as the executive head of the Fraternity, presiding over E-Board meetings and convening special meetings when necessary.
 - b. The President ensures strict adherence to the Constitution and decides points of order during E-Board meetings.
 - c. The President has the authority to appoint temporary officers in the case of a vacant position but cannot vote on matters involving their own membership status within the Fraternity.
 - d. The President represents the Fraternity in official communications and external events.
- ii. Executive Vice President
 - a. The Executive Vice President supports the President in their duties and acts as their second-in-command.
 - b. The Executive Vice President collaborates closely with the President and other Executive Board members to coordinate and execute Fraternity activities and initiatives.
 - c. The Executive Vice President assumes the responsibilities of the President in their absence or incapacity.
- iii. Vice President of Finance
 - a. The Vice President of Finance maintains accurate records of all funds received and expenses incurred by the Fraternity.
 - b. The Vice President of Finance manages the financial books and accounts, which are subject to inspection by the Executive Board.
 - c. The Vice President of Finance prepares a budget for the academic year, seeks approval from the President and Vice President of Internal Affairs, and makes expenditures with the consent of the E-Board.
 - d. The Vice President of Finance ensures financial sustainability and compliance with financial regulations.
- iv. Vice President of Internal Affairs
 - a. The Vice President of Internal Affairs oversees logistical matters, including event attendance and serving as the point of contact for any issues.

Sigma Eta Pi at UC San Diego Constitution - 2023-2024 Academic Year

- b. The Vice President of Internal Affairs generates ideas for professional and social events throughout the quarter.
 - c. The Vice President of Internal Affairs assists in the planning process of major SEP events, handling logistics such as pricing, venue, timing, and transportation.
 - d. The Vice President of Internal Affairs promotes a cohesive and inclusive environment among the Fraternity members.
- v. Vice President of External Affairs
 - a. The Vice President of External Affairs oversees the planning and execution of professional events and assumes leadership as required.
 - b. The Vice President of External Affairs maintains a contact list for potential speakers at future SEP events.
 - c. The Vice President of External Affairs fosters partnerships within the UC San Diego community, particularly with other entrepreneurship organizations.
 - d. The Vice President of External Affairs represents the Fraternity in external collaborations and engagements.
- vi. Vice President of Founder's Education
 - a. The Vice President of Founder's Education plans and coordinates the Founder's Education startup accelerator experience for new members.
 - b. The Vice President of Founder's Education designs and manages the accelerator's lesson plans and startup curriculum.
 - c. The Vice President of Founder's Education mentors and advises new members in developing ventures and preparing for investor pitches.
 - d. The Vice President of Founder's Education assists the Vice President of Recruitment in all recruitment practices.
- vii. Vice President of Recruitment
 - a. The Vice President of Recruitment forms and manages a recruitment team at the beginning of each quarter.
 - b. After recruitment concludes, the Vice President of Recruitment assists the Vice President of Marketing in outreach efforts to the UC San Diego community.
 - c. The Vice President of Recruitment maintains a list of prospects for recruitment.
 - d. The Vice President of Recruitment tracks Voting Members' attendance, involvement, and status during the designated quarter.
 - e. The Vice President of Recruitment implements strategies to attract and select qualified prospective members.
- viii. Vice President of Marketing
 - a. The Vice President of Marketing is responsible for the Fraternity's brand strategy, marketing materials, development, and coordination.
 - b. The Vice President of Marketing develops an annual brand promotion plan for SEP, striving to maintain and promote the Fraternity's brand image.

Sigma Eta Pi at UC San Diego Constitution - 2023-2024 Academic Year

- c. The Vice President of Marketing maintains relevant organizational statistics and updates them regularly.
 - d. The Vice President of Marketing oversees the maintenance and image of the Fraternity's website, social media platforms, and other publications to ensure consistency.
- ix. Vice President of Brotherhood
 - a. The Vice President of Brotherhood cultivates a sense of unity and camaraderie among Fraternity members.
 - b. The Vice President of Brotherhood plans and organizes social events and activities to strengthen the bond among members.
 - c. The Vice President of Brotherhood fosters a supportive and inclusive environment within the Fraternity.
 - d. The Vice President of Brotherhood coordinates mentorship programs and initiatives to promote personal and professional growth among members.
- x. Vice President of Administration
 - a. The Vice President of Administration manages administrative tasks and documentation within the Fraternity.
 - b. The Vice President of Administration maintains official records, including meeting minutes and membership records.
 - c. The Vice President of Administration oversees the Fraternity's communication channels and ensures timely dissemination of information.
 - d. The Vice President of Administration coordinates logistics for Fraternity meetings, including room reservations and scheduling.
- xi. Vice President of Membership
 - a. The Vice President of Membership oversees all matters related to membership, including new member onboarding and membership status updates.
 - b. The Vice President of Membership maintains accurate records of membership applications, acceptances, and terminations.
 - c. The Vice President of Membership collaborates with the Vice President of Recruitment and Vice President of Founder's Education to ensure a smooth transition for new members.
 - d. The Vice President of Membership addresses inquiries and concerns related to membership within the Fraternity.
 - e. The Vice President of Membership serves as the Chairperson of the Judicial Board (J-Board), responsible for overseeing the fair and impartial resolution of disciplinary matters and upholding the Fraternity's code of conduct.

Additional Duties of the Executive Board

- i. The Executive Board defines and guides the Fraternity's administrative structure, events, and member responsibilities.
- ii. The Executive Board leads the strategic development of the Fraternity.
- iii. The Executive Board members must thoroughly read and sign the Constitution upon assuming office, and it is recommended that they review the Constitution during one of their quarterly meetings to consider any necessary amendments.

Section C: Requirements for Running and Holding Office

- i. Enrollment at the University of California, San Diego
 - a. All officers and candidates for office must be currently enrolled as students at the University of California, San Diego during the term they serve. This requirement ensures that officers are actively engaged in the university community and can effectively represent the interests of the Fraternity within the campus environment.
- ii. Qualification as Active Members
 - a. All officers and candidates for office must meet the criteria to qualify as Active Members of Sigma Eta Pi. This includes fulfilling the necessary obligations and responsibilities outlined in Article II of the Constitution. By ensuring that officers are Active Members, the Fraternity guarantees that its leadership is deeply committed to the values, goals, and activities of Sigma Eta Pi.

Section D: Elections

- i. Submission of Intentions to Run
 - a. All individuals intending to run for Executive Board positions must submit their intentions to the current E-Board at least one week prior to the first designated spring voting meeting, which is determined by the Executive Board each spring. Intentions to run will not be accepted during the meeting for elections, and no absentee ballots will be allowed. The designated spring voting meeting(s) refers to the predetermined voting meeting date(s) and any additional voting meeting dates as decided by the E-Board.
- ii. Nomination Process
 - a. Any member, including oneself, may nominate another member for an Executive Board position. Each nominee must meet a predetermined point threshold established by the Executive Board at the beginning of the spring quarter in order to be eligible for nomination.
- iii. Re-election of Existing E-Board Members
 - a. Existing E-Board members have the option to re-run for their current positions if they choose to do so. However, no E-Board member can hold their position for consecutive years without going through the elections process.

Sigma Eta Pi at UC San Diego Constitution - 2023-2024 Academic Year

- iv. Voting and Election Timeline
 - a. All nominations will be voted on during the designated spring voting meeting unless otherwise determined by the E-Board. The election of the next President of Sigma Eta Pi will take place one week before the election of any other Executive Board member.
- v. Acceptance of Nomination and Application
 - a. Nominees must verify their acceptance of the nomination before the ballot vote and complete an application of intent for the respective position. The election voting will be conducted through ballot votes at the end of the meeting. The Executive Board will promptly confirm the votes after the ballots are turned in at the designated spring voting meeting(s).
- vi. Single Candidate Election
 - a. If only one candidate is running for a position, a 60% majority vote from the Active Members in attendance is required for the candidate to be officially elected. If the candidate fails to receive a 51% vote from the membership present, the E-Board must present an alternative candidate within one week of the next meeting.
- vii. Two Candidate Election
 - a. If there are two candidates running for a position, a 60% majority vote from the Voting Members in attendance is required for a candidate to be officially elected. If neither candidate receives a 60% vote, each candidate will be given the opportunity to present their platform once more, followed by a revote. The candidate who then receives a simple majority vote from the Active Members in attendance will be officially elected.
- viii. Three or More Candidate Election
 - a. If there are three or more candidates running for a position, one candidate must receive a 50% vote from the Active Members in attendance to be officially elected. If no candidate achieves a 50% vote, the top two candidates with the most votes will have the chance to present their platform again, followed by a revote between the top two candidates. The candidate who then receives a simple majority vote from the Active Members in attendance will be officially elected.

Attendance Requirement: All Active Members must be present at the meeting during which the election voting takes place in order to be eligible to cast a ballot vote.

Section E. Removal from Office

- i. President's Authority
 - a. The President has the authority to present an E-Board member who is in violation of their membership status or has failed to fulfill their role duties for a J-Board vote to remove them from office. The J-Board vote requires a unanimous vote from all J-Board members to proceed with the removal.

- ii. Vice President of Internal Affairs' Authority
 - a. The Vice President of Internal Affairs has the authority to present an E-Board President who is in violation of their membership status or has failed to fulfill their role duties for a J-Board vote to remove them from office. The J-Board vote requires a unanimous vote from all J-Board members to proceed with the removal.
- iii. Notification and Meeting
 - a. Officers who are subject to removal from office will be notified in writing at least one week prior to the meeting in which the vote will take place. The purpose of the meeting will be to discuss the intended removal and conduct the J-Board vote.

Section F. Terms of Office and Vacancies

- i. Term of Office
 - a. The term of office for all Executive Board positions shall begin from the last meeting of each spring quarter and extend until the end of the second-to-last meeting of the subsequent spring quarter. This ensures that the term covers an entire academic year.
- ii. Vacancies and Appointments
 - a. In the event of a vacancy in any office, the E-Board President has the authority to appoint an Active Member to fill the vacant position. Alternatively, vacant positions may be temporarily dissolved for a specific term, following the procedures outlined in Section D. This allows for flexibility in addressing vacancies and ensuring the smooth functioning of the Fraternity.
- iii. Responsibilities of Vacant Positions
 - a. In case of a vacancy, the E-Board will assume the responsibilities of the vacant position until it is filled. This ensures the continuation of necessary duties and tasks, preventing any disruption in the Fraternity's operations.

ARTICLE VII. Risk Management

Sigma Eta Pi at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.

Sigma Eta Pi at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Sigma Eta Pi recognizes that organizing events and activities inherently carries the risk of emergencies, such as medical issues, natural disasters, or accidents. We prioritize the safety and well-being of our members and participants and have developed strategies to mitigate these risks.

- i. **Medical Emergencies:** During events, there is a possibility of medical emergencies, such as injuries, illnesses, or allergic reactions. To address this risk, we designate members as first-aid responders who are trained to provide immediate assistance. Additionally, we maintain a readily accessible first-aid kit and have an established protocol for contacting medical professionals or emergency services if needed.
- ii. **Natural Disasters:** Depending on the location and timing of our events, we may encounter natural disasters such as earthquakes, storms, or wildfires. To mitigate this risk, we monitor weather forecasts and local conditions in advance. In cases of imminent danger, we have an evacuation plan in place and communicate it to all participants. We also provide emergency supplies and shelter options when necessary.
- iii. **Accidents and Injuries:** Accidents, such as slips, trips, and falls, can happen during events. To prevent these incidents, we conduct safety inspections of event venues and address potential hazards. We encourage participants to stay alert and cautious. In the event of an accident or injury, we have designated members who are trained in basic first aid and can provide immediate assistance.
- iv. **Security Concerns:** We understand the importance of ensuring the security of our members and participants during events. We implement access control measures, where applicable, and collaborate with local law enforcement or security personnel when organizing larger events. Additionally, we have clear communication channels for reporting security concerns and protocols for addressing them promptly.
- v. **Fire Safety:** Fire hazards are a concern during events, particularly when using indoor or outdoor spaces. We adhere to local fire safety regulations, maintain fire extinguishers, and conduct fire drills when necessary. We also have designated members responsible for fire safety awareness and response.

ARTICLE VIII. Community Advisor

- i. **Advisor Selection**
 - a. The choice of advisors primarily depends on their demonstrated resourcefulness and extensive network within both UC San Diego's innovation and entrepreneurship programs on campus and external opportunities.
 - i. Faculty/Staff Advisor is a crucial figure deeply embedded within the UC San Diego entrepreneurial ecosystem, offering a wide range of valuable contributions. These contributions include insightful guidance, essential resources, and collaboration opportunities for the organization. They understand the importance of interdisciplinary and accessible content while also connecting SEP with networks of campus clubs that share similar interests. Furthermore, they provide access to seasoned entrepreneurs and executives with whom SEP can engage.
 - ii. Community Advisor, a seasoned entrepreneur with strong connections beyond the campus, serves as a valuable bridge for SEP members. They

facilitate an extensive network that opens doors to new opportunities, connecting members with experienced entrepreneurs and executives. Additionally, the Community Advisor actively participates in fraternity activities such as pitch competitions and demo days, offering professional feedback and the potential for financial support, thereby enhancing the overall SEP experience.

- ii. Length of Service
 - a. Both the Faculty/Staff Advisor and Community Advisor are expected to serve for a minimum of one year, with the possibility of renewal for the following academic year.
- iii. Roles and Responsibilities
 - a. The Faculty/Staff Advisor has several key responsibilities, including providing guidance and insights on club policies and activities, contributing to the strategic direction and operational aspects of SEP, and fostering relationships with other clubs and programs on campus to promote collaboration and synergy. They also play a pivotal role in managing CCR credits for SEP members.
 - b. The Community Advisor's duties include identifying and sharing relevant dates and opportunities for entrepreneurship-related community events. They serve as mentors to SEP members, offering valuable guidance and occasionally leading workshops to enhance the skillsets and knowledge of the club's participants.
 - c. Both advisors fulfill dual roles: connecting SEP with valuable content and networking opportunities, and mentoring teams whenever their schedules permit.

ARTICLE IX: Financial Management

- i. Funding Sources
 - a. Sigma Eta Pi will finance its activities through a diverse range of funding sources, including membership dues, fundraising events, sponsorships and other legitimate means approved by the finance committee and executive board. The finance committee will closely collaborate with the executive board to ensure the chapter's financial stability and sustainability
- ii. Handling Funds and Financial Records
 - a. All funds earned or collected will be handled in a responsible manner, and they will be received and expended by the finance committee. All expenditures of these funds shall be drawn from a bank account selected by the chapter, authorized by the Vice President of Finance and President. The committee shall also maintain accurate financial records to ensure proper handling and tracking of funds.
- iii. Bank Account Establishment and Administration
 - a. Sigma Eta Pi will establish an off-campus account to effectively manage its finances, the decision to open a bank account will be in accordance with any

applicable university policies and guidelines. Once an off-campus bank account is established, the Vice president of Finance along with the finance committee, will be responsible for its administration and maintenance of the organization's financial records.

- iv. Compliance with A.S. or G.S.A. Rules and Regulations
 - a. The Fraternity will comply with all requirements set forth by the Associated students (A.S.) or Graduate Student Association (G.S.A.) finance committee, as applicable, ensuring compliance with their guidelines and regulations.

ARTICLE IX: Affiliation with Other Groups

- i. Affiliation
 - a. The level of involvement with other organizations can change throughout the academic year or quarter. There are opportunities for forming partnerships and collaborating with sister SEP chapters, which can include shared social events, as well as engaging with different student organizations and the Sullivan Center for Entrepreneurship and Innovation.
- ii. Impact of Affiliation
 - a. Exploring these opportunities has the potential to build a more robust SEP community at the state level and, in broader terms, foster connections among individuals who share common interests. It can also create avenues for students from diverse academic backgrounds to come together and collaborate.
- iii. Additional Requirements
 - a. Our members will not have any additional obligations as a result of an affiliation or collaboration. Instead, members will solely experience the benefits of forging new connections and gaining opportunities to attend more professional workshops and networking events.