

By-Laws of Sigma Omicron Pi, Kappa Chapter
University of California, San Diego
Founded August 18, 2002

(Revised November 2022)

ARTICLE I: NAME AND LOCATION

Section 1: Organization Name

The organization shall be called **Sigma Omicron Pi**, in affiliation with Sigma Omicron Pi Sorority, Student Chapters, Inc.

Section 2: Organization Location

This Chapter is located at the University of California, San Diego in La Jolla, California.

ARTICLE II: COLORS AND FLOWER

Section 1: Chapter Colors

The colors of Sigma Omicron Pi, Kappa Chapter, chosen by a majority of the chapter's charter class, are pink and opal.

Section 2: Chapter Flower

The flower of Sigma Omicron Pi, Kappa Chapter, chosen by the majority of the chapter's charter class, is freesia.

ARTICLE III: STATEMENT OF PURPOSE

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

Section 1: The purpose of this nonprofit student organization is to promote the four objectives of Sigma Omicron Pi: UNITY, FRIENDSHIP, LEADERSHIP, and SERVICE. The group will also foster and encourage Asian American awareness in the community.

ARTICLE IV: RECRUITMENT AND PLEDGING

Section 1: Recruitment

New potential members of the organization will be selected during the recruitment period. Recruitment is a conglomeration of three or more events and a formal interview for potential members. The purpose of recruitment is to recruit and get acquainted with prospective members and to introduce the sorority to them.

Section 2: Bidding

A bid is a formal invitation for a potential member to pledge for the sisterhood. After all recruitment events are finished and interviews are completed, the active sisters will meet to vote

on who will receive a bid. Bids are given based on the potential new member's interest in promoting Sigma Omicron Pi's purpose.

The president names the potential new member and asks if anyone would like to discuss that particular potential new member, at which time, anyone who would like to discuss the potential new member raises her hand. If a sister raises her hand, there will be a five-minute discussion about the pros and cons of giving the potential new member a bid. The discussion time can be extended with a motion to extend, but will be capped at fifteen minutes. After the discussion, all actives will submit a written vote of YES, NO, or ABSTAIN, in order to have it entered in a SECRET BALLOT. A NO vote must be accompanied by a reason. The President and Parliamentarian will count the votes, after which the decision will be told to the active body. Depending on the number of Actives at the time, a 15-20% of NO votes will result in a potential new member not receiving a bid. If the potential new member receives 50% or more ABSTAIN votes, she will not be extended a bid. If the potential new member receives less than 15-20% NO votes, and less than 50% of ABSTAIN votes, she will be extended an invitation to begin pledging. After the first round of bids has been decided, any Active may choose to bring a potential new member back for discussion. The Active's decision must be agreed on by 50% of the house, after which a potential new member can be discussed and voted on again. In order to participate in voting on a potential member, a sister has to have attended at least three Recruitment events, have seen the interview, and have been present during the time of discussion on said potential member.

Section 3: **Big Sisters**

After the first week or the first exchange of the new member period, all new members, as well as potential Big Sister, will be asked to fill out a form in which they indicate their top three choices for a Big Sister/Little Sister. After all lists are submitted, the Pledge Mom will pair up Big Sisters and Little Sisters. Priority for Little Sister will be by 1) Class, 2) Expected Graduation Date, 3) Compatibility.

Section 4: **Pinning**

The Pinning Ceremony is a ceremony in which a potential member is pinned by an Active. This ceremony initiates the new member status and new member period. Actives are to be dressed in all black and new members in all white.

Section 5: **Pledging**

New members will undergo a new member period of approximately 10 weeks. The new member program will be determined by the Pledge Mom, and will focus on the history, organization, ideals, and objectives of the sorority. At the completion of the new member period, new members will become new initiates of the sisterhood.

Section 6: **Blackballing**

Each Active member has the privilege of submitting one blackball per new member throughout the new member period. A written letter must be submitted to the Cabinet for a member who intends to cast a blackball vote. The letter must explicitly state why the blackball vote is being cast. If any new member receives a blackball vote from 15% or more of the house, that new

member will be brought up for discussion and put to a vote. If more than 30% of the house agrees, the new member will be denied membership.

Section 7: **Hazing**

Sigma Omicron Pi strictly prohibits any acts in which an individual is forced to participate in acts, which are demoralizing, inappropriate to society, or that which violates her values or standards.

ARTICLE V: MEMBERSHIP

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 1: Membership status in Sigma Omicron Pi, Kappa Chapter will only be given to sisters who have successfully completed the new member period and who have been initiated into the sorority, with the exception of de-actives.

Section 2: Members of must have been matriculated and previously enrolled or currently enrolled in the University of California, San Diego, or has been previously initiated into Sigma Omicron Pi at another chapter.

Section 3: Members of Sigma Omicron Pi, Kappa Chapter must maintain a minimum Grade Point Average (GPA) of 2.0. Failure to do so will result in a Probationary Membership.

Section 4: An individual who is a member or a formerly initiated member of any other social sorority is not eligible to be a member of Sigma Omicron Pi.

Section 5: **Status**

- A. **Active:** Membership applied to all sisters in good standing who have successfully completed the new member period and that have been initiated. An active member must be a matriculated, currently enrolled student of the University of California, San Diego and maintain a GPA of 2.0. Privileges include: wearing the Greek letters of Sigma Omicron Pi, voting rights, direct continuation of her family line, holding elected and/or appointed offices, attendance of all Sigma Omicron Pi functions.
- B. **Alumnae:** Membership is granted to those sisters who have graduated from the University of California, San Diego as an undergraduate. Privileges include wearing the Greek letter of Sigma Omicron Pi and attendance of all Sigma Omicron Pi functions.
- C. **Associate:** Membership is a privilege granted by the Executive Cabinet to a sister who has been active for six consecutive quarters (two years) or nine total quarters. In order to obtain this status, a written letter must be submitted citing the reasons for wanting the status, and must be approved by a unanimous vote from the Cabinet. Since Associate status is for an indefinite time period, another written letter must be submitted and approved by the Cabinet in order to reverse the status. Privileges of an Associate status are the same as Active status with the exception of holding elected offices and direct continuation of her family line. An Associate is also excused from fines when attending

any Sigma Omicron Pi function. An Associate must pay a partial member due of 35 dollars per quarter.

- D. **Active-Associate:** Membership is a privilege granted by the Executive cabinet who has been active for six consecutive quarters (two years) or nine total quarters that would like to continue to come out to certain events but not be considered fully active. In order to obtain this status, a written letter must be submitted citing the reasons for wanting the status, and must be approved by a unanimous vote from the Cabinet. Active-Associate status is for an indefinite time period, so another written letter must be submitted and approved by the Cabinet in order to receive another status. Privileges of an Active-Associate status are the same as Active status with the exception of holding elected offices and it is not required of this sister to attend all events, it is only all pledge-related events, at least 2 sisterhoods, at least 1 exchange, and at least 1 philanthropy.
- E. **Inactive:** Membership applies when a sister chooses to go inactive for the maximum time of one quarter. This may be because of an absence from school or voluntary choice to concentrate on other issues. A written letter must be submitted to the Cabinet and approved by a $\frac{3}{4}$ vote before such status takes effect. Inactive status cannot be granted to New Initiates or to members who were inactive for the prior quarter. Furthermore, Inactive status may not be granted to a member for more than two quarters in a two year time period. An Inactive member must pay a partial membership due of 35 dollars per quarter. Privileges include wearing the Greek letters of Sigma Omicron Pi and attendance of some Sigma Omicron Pi functions. Restrictions include voting rights, direct continuation of her family time, holding elected and/or appointed offices, and take out.
- F. **Recessive Active:** Membership is applied when a sister, due to unforeseen circumstances, must go inactive for more than one quarter. This status is generally applied when a sister has been inactive for one quarter and finds she is still unable to dedicate full attention to the sorority. A Recessive active member must pay a partial membership due of 35 dollars per quarter. Privileges and restrictions are the same that of an Inactive member. Status must be re-evaluated at the end of each quarter by the Executive Cabinet, who may suggest deactivation, which will then be voted on by the general body.
- G. **Retired Active:** Membership is applied when a sister is no longer enrolled at the University of California, San Diego, but may plan to return in the future. This status is generally applied in cases where sisters have gone inactive for one quarter due to absence from the university and is unable or chooses not to return after one quarter. Alumna status will not be granted unless she graduates from the University of California, San Diego as an undergraduate. Privileges and restrictions are the same as that of an Inactive member. Status must be re-evaluated at the end of each quarter by the Executive Cabinet, who may suggest deactivation, which will then be voted on by the general body.
- H. **Deactive:** Membership applied to any person who is no longer granted any of the rights of an active sister. This status may be voluntarily chosen by a written letter to the Cabinet or extended by the Cabinet and a $\frac{2}{3}$ vote of eligible members. Membership may never be re-obtained in any circumstances. Deactives must return all items with the Greek letters of Sigma Omicron Pi to the chapter.
- I. **Probationary Membership:** Applied to a sister when she has failed to pay her dues, missed more than the required number of mandatory events, or failed to maintain the

minimum GPA requirements. Full membership dues are still required in addition to any previously accrued balances. Members on probation are restricted from voting. Probationary membership for more than one quarter can result in deactivation suggested by the Executive Cabinet and voted on by the general body.

- J. **Suspended Membership:** Applied to a sister who has violated or disrespected the honor of the sorority, engaged in misconduct that is detrimental to the sorority, or engaged in conduct which is publicly humiliating to another Active or new member. A formal complaint must be introduced to the Cabinet by a member. A suspension results with a unanimous vote from the Cabinet. Duration of suspension is determined by the Cabinet dependent on the extremity of the act committed. A suspended member may be subject to deactivation. Full membership dues are required, and until a status change occurs, all privileges of the member are nullified: wearing the Greek letters of Sigma Omicron Pi, voting rights, direct continuation of her family line, holding elected and/or appointed offices, attendance of all Sigma Omicron Pi functions.
- K. **New Initiates:** Status is granted to sisters who have just completed the new member period. New initiates will be granted active status after the next new member class has been initiated. New initiates cannot become inactive. Privileges are the same as that of an Active member; restrictions include: holding or voting for any Executive Cabinet positions, voting on changes to bylaws and any voting that concerns the governing of the sorority.
- L. **Honorary Graduate:** Status may be granted to a member of Sigma Omicron Pi, Kappa Chapter who began her undergraduate degree at the University of California, San Diego, but is working towards graduation or has graduated as an alumna of a different university. Privileges and restrictions are the same as a regular alumna.
- M. **Transfer Active:** Temporary status granted to a member of Sigma Omicron Pi who has transferred from a different chapter and wishes to become an active member of Kappa Chapter. Fulfillment of all requirements deemed appropriate and necessary by Kappa Chapter must occur before a status change may occur. Full membership dues are required; any further financial obligations or active privileges to the former chapter will no longer apply. Privileges and restrictions are the same as a New Initiate member.

Section 7: Any non-active members (such as recessive members, alumnae) who wishes to obtain rights restricted to them must write a formal letter explaining their reasons (for wanting to run for a position, to vote, to attend new member events) to the Cabinet, after which a $\frac{3}{4}$ affirmative vote will allow them those rights.

ARTICLE VI: VOTING

Section 1: Voting rights shall be given to all active members of Sigma Omicron Pi, Kappa Chapter in good standing, and shall be restricted to said members.

Section 2: $\frac{2}{3}$ attendance of the active members in good standing in Sigma Omicron Pi, Kappa Chapter, shall constitute a quorum for the conduct of business at any such meetings.

ARTICLE VII: OFFICERS AND OFFICER DUTIES

Section 1: **Term of Office**

- A. All members of Cabinet (with the exception of Pledge mom) shall be elected in a two-election cycle, which takes one full academic year to complete. The first election is to be held during the 7th meeting of the spring quarter. The elected officers will be installed during the following meeting, and will serve for the following two quarters, summer and fall. The following election will take place during the 7th meeting of the fall quarter. The elected offices will be installed during the following meeting, and will serve for the next two quarters, winter and spring. Term of office is two quarters.
- B. All non-cabinet positions (with the exception of recruitment chairs) shall be elected during the quarter before each recruitment period.
- C. Pledge mom and Recruitment Chairs shall be elected during the quarter before each recruitment period.

Section 2: **Cabinet**

- A. Executive Cabinet shall consist of President, VP Sisterhood, VP Philanthropy, VP External, secretary, Treasurer, and Pledge mom. A sister must have been active two academic quarters before being eligible to run for a Cabinet position, with the exception of a charter class.
- B. The Cabinet shall be the governing board of the sorority and shall be responsible for and have jurisdiction over all personnel working within the structure of the sorority. The Cabinet shall be responsible for all judicial matters and shall arrive at the most equitable solution possible for the best interest of the sorority. Decisions of the Cabinet shall be in force and binding until changed.
- C. The decision of the Cabinet on judicial matters may be overruled only by a 2/3 vote cast at any business meeting. The decision will be held for consideration within two weeks after the receipt of a petition signed by 25% of the active members.

Section 3: **Elected Positions**

Elected positions are: President, 1st VP Sisterhood, 2nd VP Philanthropy, 3rd VP Philanthropy, VP External, Secretary, Treasurer, and Pledge mom, Fundraising Chair, Recruitment Chairs, ICC Delegate, MGC Delegate, Parliamentarian, Historian, Academic Chair, House Manager, Dance Chair, Birthday Chair, Webmistress, Formals Chair.

Section 4: No persons shall hold more than one elected position on the Executive Cabinet.

Section 5: All officers and committee members must be active members of Sigma Omicron Pi, Kappa Chapter, during their term of office.

Section 6: Officers may hold the same position for a maximum of two terms.

Section 7: **Removal of Officer**

- A. **Removal of President:** Two out of the three Chapter Vice Presidents must vote on impeaching the President, after which a $\frac{3}{4}$ vote of the house will result in removal.
- B. **Other Officers:** A $\frac{3}{4}$ vote from the house will result in a removal.

Section 8: **Vacancy in Office**

- A. **President:** A temporary appointment shall be made in the following order: 1st VP Sisterhood, 2nd VP Philanthropy, 3rd VP External, depending on who is able to serve, until a re-election can be held.
- B. **Other officers:** Vacancies shall be filled for the remainder of the term of office by a re-election in the following meeting; however if time does not permit, a temporary appointment by the President may be made until a re-election can be held, or the term is ended.

Section 9: **Resignation from Office**

Resignation from office requires the submittal of a formal letter of notice and intent to the Executive Cabinet, a minimum of two weeks prior to the date of resignation. Failure to submit a formal letter of notice and intent and/or failure to give two weeks advance notice may result in ineligibility of the member to run for an elected office in the following election, and/or a probationary status.

Section 10: **Officer Duties**

- A. **President:** The President shall be the chairperson of the Cabinet and shall be responsible for overseeing it. She shall be the official representative of the Cabinet and Sorority when needed. She shall preside over all general and Cabinet meetings. Other duties include: overseeing the activities, issues, and overall functionality of the entire chapter, overseeing the functionality, operation, and direction of the Cabinet, maintaining active participation in every and all Chapter decision making processes, and preparing agendas. The President has power to call special or emergency meetings, and to preside over any committees. The President is restricted from all voting, with the exception of voting to break an electoral tie, or voting to grant or deny membership (i.e. recruitment voting, black balling, voting to deactivate a member, etc.).
- B. **Vice-President Sisterhood:** The VP Sisterhood is responsible for promoting strong ties of sisterhood, through sisterhood events that include only the sisters of Sigma Omicron Pi. She is also responsible for maintaining close relations with all other sister chapters of the sorority. Duties include: farewell activities for graduating sisters, awarding New Initiates membership certificates, and others. She is responsible for planning a minimum of three (3) sisterhood events per quarter. She is responsible for all duties of the President in the absence of the President.
- C. **Vice-President Philanthropy:** The VP Philanthropy is responsible for organizing all chapter community service or community action events. She is responsible for planning a minimum of two (2) philanthropies per quarter. She is also responsible for all duties of president in the absence of the President and VP Sisterhood.
- D. **Vice-President External:** The VP External is responsible for all events that include activities with another organization. She is responsible for promoting our name and organizing social events, such as parties and exchanges. She is to work closely with other organizations on campus, and represent for the sorority at as many presents/installs as possible. She is responsible for overlooking the making of gifts for

- such functions. She will report to the House on upcoming events and overlook public relations between organizations. She is to plan a minimum of three (3) social events per quarter. VP External is responsible for all duties of the President in the absence of the President and the first two VPs.
- E. **Treasurer:** The Treasurer is responsible for any and all chapter monetary transactions. She issues, records, and collects all chapter dues and fines. Treasurer issues reimbursements and budgets. She collects budget forms for all committees and officers, and makes out an expected budget for each quarter. She shall submit all funds and records to be audited to the ICC Treasurer. She shall also be responsible for submitting a report of the fiscal condition of the sorority at meeting bi-monthly.
 - F. **Secretary:** The Secretary is responsible for recording and maintaining a record of all activities and events in which the sorority participates. She shall write minutes during meetings, and send them out for each general meeting. Secretary maintains and updates a current ICC and Chapter roster and creates a monthly calendar of events to dispense to ICC and to all the sisters in the chapter. Secretary is also responsible for making copies of any materials that need to be distributed to the general body.
 - G. **Parliamentarian:** The Parliamentarian shall be responsible for ensuring that Parliamentarian rules are being followed. The Parliamentarian shall be in charge of taking attendance at the beginning of each meeting, marking down fines for those who are tardy or absent to an event, and making sure all House rules are observed. She shall keep order during business meetings, and enforce disciplinary action to those who break rules. She is responsible for informing any sisters of a change in their membership status.
 - H. **Pledge mom:** The Pledge mom shall set the new member program each quarter and overlook the training of all new members. She will act as a liaison between the active sisters and the new member class. She shall meet with the new members regularly during the quarter and shall report to the general body concerning the progress of the new member class. She is responsible for such secret Sorority rituals as punning and installation.
 - I. **Fundraising Chair:** the Fundraising Chair will be responsible for planning all fundraising events, and any other events that might bring in money to the House Treasury. She is responsible for estimating money that can be made from each Fundraiser, and recording actual money made. She will keep in contact with sponsors and businesses that may bring the money for the Sorority. She will plan a minimum of three (3) fundraising events per quarter.
 - J. **Recruitment Chairs:** Recruitment Chairs are responsible for planning and coordinating all Recruitment events for the quarter. Duties may include: making flyers, designing t-shirts, making recruitment gifts, assigning table hours, coordinating recruitment interview. She is responsible for reserving rooms for recruitment events, and for relaying back possible concerns that potential new members may have to the House.
 - K. **Historian:** The Historian is responsible for all video footage and photography at all Sorority events. She is responsible for keeping the date and event name for each Sorority function. She is responsible for the creation of a recruitment video before

- each recruitment period. She is responsible for making a complete album of Sorority activities at the end of each quarter.
- L. **Academics Chair:** The Academics Chair is responsible for arranging a minimum of three (3) study hours for all sisters who fall below a 2.5. She shall announce academic resources available to the House. She is to compile a list of all House member GPAs, and an overall House average. She is responsible for compiling and maintaining a chapter test file for future reference.
 - M. **ICC Delegate:** The ICC Delegate is responsible for attending all ICC meetings along with the President, and acting as the voice of the chapter at such meetings. She is responsible for taking notes during meetings.
 - N. **MGC Delegate(s):** The MGC Delegate is responsible for attending all Multicultural Greek Council (MGC) meetings. She is responsible for finding out times for such meetings, and taking notes at the meetings. They are to relay back to the House any relevant information learned at such meetings. MGC delegate is also responsible for creating and maintaining relationships with individual chapters in IFC, PHC, and MGC organizations. She is also responsible to choose a different organization per month to send a note and or small gift to. She is also responsible for inviting the other organizations to Sigma Omicron Pi's events and to inform the house about the other organizations' events.
 - O. **Webmistress:** The Webmistress is responsible for the upkeep and maintenance of the Sigma Omicron Pi, Kappa Chapter website. She is responsible for regulating guestbook entries, and relaying back any relevant entries to the House. She will make necessary changes when needed.
 - P. **House Manager:** The House Manager will keep track of all items that belong to the Sigma Omicron Pi, Kappa Chapter. She will make sure items such as wooden letters, banners, and canopies are kept in good condition. She will also help other positions with details on events as necessary.
 - Q. **Formal/Party Chair(s):** The Formal/Party Chair will coordinate Installations of new member classes, and head any committees formed for its coordination. The Chair will also be responsible for the organization and execution of any parties thrown by the sorority.
 - R. **Birthday Chair:** The Birthday Chair will arrange activities for the birthdays of the active body of the sorority.
 - S. **Athletic Chair:** The athletic chair is responsible for promoting athletic and health awareness in the chapter. She is responsible for planning a minimum of (1) athletic event per quarter and as many optional athletic events as desired. These events can be and is not excluded to running on the beach, going to the gym, attending a yoga workshop, hiking, hosting a self-created workout routine.

ARTICLE VIII: ELECTIONS

Section 1: Nominations

- A. A candidate for office shall be nominated by an active member, followed by a second, after which the candidate may deny or accept the nomination.

- B. Nominations shall take place one week prior to elections.

Section 2: Elections

- A. Officers shall be elected at general business meetings.
- B. Each nominee will have a chance to give a 3-minute speech, in the presence of the general body but outside the presence of other nominees.
- C. After all nominees have given their speech, the general body will have an opportunity for discussion outside the presence of the nominees for a maximum time of ten minutes.
- D. Votes shall then be cast in a secret ballot.
- E. Majority vote wins the election (50% + 1)
- F. Votes shall be counted by the President and the Parliamentarian. If either is running for a position, the 1st VP will stand in for them. If that also conflicts, the next VP in line and so on will stand in.
- G. In case of an electoral tie, the President shall be the sole body with the capability to break the tie.

ARTICLE IX: MEETINGS

Section 1: Meetings shall be held once a week during the academic year. A quorum is needed for any voting procedures, and the parliamentary authority of meetings and voting shall follow Robert's Rules of Parliamentary Procedures. The order of business shall be:

1. Opening of meeting by Parliamentarian
2. Roll Call
3. Reports of Officers and Committees
4. Unfinished Business
5. New Business
6. Discussion and Balloting on Potential Members
7. Announcements
8. Adjournment by Parliamentarian

Section 2: Emergency and special meetings may be called by the President, or by $\frac{3}{4}$ of the Cabinet. The President holds the responsibility to notify all members of any special meetings.

Section 3: A separate Cabinet meeting shall be held bi-monthly, or called as needed by the President. All members of the sorority may attend these meetings.

Section 4: Individual members will be held responsible for all information discussed at missed meetings.

ARTICLE X: COMMITTEES

Section 1: The President shall have the authority to name committees.

Section 2: Committee chairs that have not already been designated through election will be appointed as needed by a majority vote of the Cabinet.

Section 3: **Committee Requirements**

- A. Recruitment Committees: This committee will have the responsibility of coordinating Recruitment.
- B. Fundraising Committee: This committee will be responsible for finding and executing fundraisers.
- C. Formal Committee: This committee will be in charge of planning and coordinating formals.

ARTICLE XI: MANDATORY ACTIVITIES

Section 1: **General Meetings**

All active members and new initiates are required to attend general meetings at the designated location. The parliamentarian must be notified 24 hours in advance with a valid excuse for the sister to be excused. If for any reason a sister does not attend a general meeting, she surrenders her voting rights in any decision that is made during the meeting.

Section 2: **Cabinet Meetings**

Cabinet will meet bi-monthly, or as called by the President. Cabinet will discuss all topics for the next two general meetings and make all decisions appropriate for Cabinet approval.

Section 3:

Any officer not able to attend meetings must appoint a sister to discuss their items of topic at all General and Cabinet meetings.

Section 4: **Sisterhood Events**

Sisters are required to attend all sisterhood events during each quarter that they are active, unless excused by both the VP Sisterhood and the Parliamentarian. Sisterhood events will be organized by the VP Sisterhood.

Section 5: **Social Events**

Sisters are required to attend all social events during each quarter that they are active, unless excused by both the VP External and Parliamentarian. Social Events will be organized by the VP External.

Section 6: **Fundraising Events**

Sisters are required to attend all fundraising events during each quarter that they are active, unless excused by both the Fundraising Chair and Parliamentarian. Fundraisers will be organized by the Fundraising Chair(s).

Section 7: **Philanthropy Events**

Sisters are required to attend all Philanthropy events during each quarter that they are active, unless excused by both the VP Philanthropy and Parliamentarian. Philanthropy events will be organized by the VP Philanthropy.

Section 8: **Study Hours**

Sisters who fall below the GPA 2.5 must attend three (3) study hours per quarter, which will be arranged by the Academic Chair.

Section 9: **New member Events**

All active sisters are required to attend all new member events, unless excused by both the Pledge mom and the Parliamentarian. New member events will be organized by the Pledge mom.

Section 10: **Recruitment Events**

All active sisters are required to attend all Recruitment events, unless excused by both the Recruitment Chair(s) and Parliamentarian. In order to be eligible to participate in Bidding, a sister must attend at least three Recruitment events. Recruitment events will be organized by Recruitment Chair(s).

Section 11: **Table Events**

Each active sister must participate in table events. The number of participation hours required by each active is determined by the following formula:

$$\frac{\text{Sum of the shifts per event}}{\text{Number of actives}} = \text{Number of shifts per active}$$

If an active does not fulfill the stated number of tabling hours for that event without a valid excuse, she will be written down as an unexcused absence and fined as such.

Section 12: **Excused Absences**

The Parliamentarian, along with the officer organizing the event, will determine whether or not an absence is excusable. Sisters must notify the Parliamentarian of any and all irregularities concerning set schedules (for work, class, etc.) ahead of time, except in the case of emergencies. Besides these excused absences, active sisters are required to attend all mandatory events.

Section 13: Any member who has missed 50% of mandatory events, regardless of whether or not excused, will receive the status of probationary membership. In addition, for every event past 50%, a fine will be imposed.

ARTICLE XII: Risk Management

Section 1: Sigma Omicron 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 Omicron Pi at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Section 2: **Risk Management Policy**

All active sisters will abide by the sorority's Risk Management Policy. Violations will lead to fines and changes in chapter status.

- A. Each member shall comply fully with any and all laws and ordinances of the state, province, city, county, and university. The possession, sale or use of any unlawful drug in any form is not permitted at any Sigma Omicron Pi function.

- B.** No chapter, charter class, student or alumnae of Sigma Omicron Pi shall indulge in any physical abuse or undignified treatment (hazing) of its pledges or members.
- C.** Sigma Omicron Pi will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members or non members, whether physical, mental or emotional.
- D.** All chapters of Sigma Omicron Pi shall be in good academic standing according to its university rules.

ARTICLE XIII: FINANCIAL OBLIGATIONS

Section 1: Active Dues

Active dues will be 90 dollars per quarter. No refunds will be given once dues are paid.

Section 2: New member Dues

New member dues will be 120 dollars per new member period. New member dues will be paid at the beginning of the new member period, and are non-refundable. The new member treasury is to be used for new member activities and any remaining balance at the end of the new member period will be forfeited to Sigma Omicron Pi, Kappa Chapter.

Section 3: Active and New member dues can be paid in three installments at the beginning of each month of the academic quarter, with a valid excuse and the approval of the Treasurer.

Section 4: Late Fines

Sisters will be allowed a 5-minute grace period. Past the grace period, active sisters will be fined 5 cents per minute for tardiness to any mandatory event. Fines are doubled during Recruitment and I-Week, and therefore will be 10 cents per minute.

Section 5: Unexcused Absence

Sisters who do not attend an event without prior notice for her absence will be fined 20 dollars per event. Any unexcused absence will result in a 20 dollar fine per event with the exception of special circumstances, such as fundraising events for which fines may vary. Fines are doubled during Recruitment and I-Week, and will therefore be 40 dollars per event.

Section 6: Meeting Attire

Sisters who do not dress business casual at general body meetings will be fined 5 dollars per meeting.

Section 7: Appeals

Appeals can be made for fines with a written letter to the Executive Cabinet. A $\frac{3}{4}$ vote by the Cabinet must be obtained for the fine to be appealed.

ARTICLE XIV: AMENDMENTS

Section 1: Procedures for Amending the By-laws

Amendment to the By-laws of Sigma Omicron Pi, Kappa Chapter can be proposed by any member in good standing, and agreement of $\frac{1}{4}$ of the house to discuss. Proposed amendments will be discussed in the following general meeting. A vote will be conducted at the following meeting, requiring a $\frac{2}{3}$ majority vote. All amendments to chapter by-laws must be submitted to the National Board Chancellor for approval, after which, will result in immediate implementation of the new amendment.

Written: December 22, 2002
Carol Choi
Fall 2002-Winter 2003 President