

Sigma Chi Xi Xi Bylaws
with Financial and Judicial Policies
University of Missouri - Columbia

Revised October 2024

Preamble

Believing that where there is law there is liberty, we, the Brothers of the Sigma Chi, Xi Xi Chapter of the Sigma Chi Fraternity, do establish these Bylaws for the government of our Chapter and solemnly promise to obey them. It must be understood that the Constitution and Statutes of the Sigma Chi Fraternity shall be supreme. We strive for excellence without arrogance, willingly sharing our knowledge and wisdom, and humbly learning from one another. As a community of learners seeking the truth together, we encourage the free and open exchange of ideas and responsible action.

ARTICLE I: OVERVIEW

Chapter 100 Bylaws Organization

100.01 The Bylaws of the Sigma Chi, Xi Xi Chapter of the Sigma Chi Fraternity shall be organized into titles, each dealing with related and similar topics. Each title shall be composed of numerically designated chapters, as follows:

ARTICLE I (Ch. 100-199) Overview
ARTICLE II (Ch. 200-299) Membership
ARTICLE III (Ch. 300-399) Meetings
ARTICLE IV (Ch. 400-499) Attendance
ARTICLE V (Ch. 500-599) Officers
ARTICLE VI (Ch. 600-699) Committees
ARTICLE VII (Ch. 700-799) Voting
ARTICLE VIII (Ch. 800-899) Financial Policy
ARTICLE IX (Ch. 900-999) Conduct Policy
ARTICLE X (Ch. 1000-1099) Judicial Process

100.02 Each article shall be divided into sections marked in a decimal place system, with sections followed by the containing article's number, with each tenth decimal place specifying the section's number, as Section 100.01, is the first section within the first article.

Chapter 101 Purpose of Sigma Chi

101.01 Purpose of Sigma Chi: The fundamental purpose of the Sigma Chi Fraternity is the cultivation, maintenance, and accomplishment of the ideals of Friendship, Justice, and Learning within our membership.

(i) Develop values-based leaders committed to the betterment of character, campus, and community.

Chapter 102 Entitlement of Bylaws

102.01 Each Brother is entitled to a copy of the Bylaws and/or House rules.

(i) Copies shall be given to the Xi Xi Chapter Advisor, the Grand Praetor, and the General Fraternity Headquarters.

(ii) Availability of the Bylaws shall be the responsibility of the Pro Consul.

102.02 Copies of these Bylaws shall be provided for each Pledge, and he will be required to be acquainted with the contents as part of his Pledge training. A copy of the Bylaws must be sent to the Office of Student Organizations at the beginning of each academic year.

Chapter 103 Amendment to the Bylaws

103.01 All these Bylaws can be amended.

103.02 To amend these Bylaws, a proposal must be presented to the Executive Committee (EC) in writing, after which the proposal shall be presented at the next regular chapter meeting.

(i) All proposed amendments must be read in their entirety in EC and the chapter meetings at which they are being presented.

103.03 The proposal shall not be voted upon until the first regular chapter meeting after the one in which the proposal was read.

103.04 The presiding Annotator reserves the right to amend the following aspects of the Sigma Chi bylaws at will, with the approval of the Bylaw Committee through a majority vote:

(i) Any grammatical errors as long as such amendments do not meaningfully change the interpretation of the Bylaws.

(ii) The overall formatting of the bylaws including but not limited to, the font, font size, line spacing, and margins as long as such amendments do not meaningfully change the interpretation of the Bylaws.

Chapter 104 Definition of Terms

104.01 Terminology to be considered for these Bylaws reads as follows:

(i) **Brother**: Shall be defined as a member of the Xi Xi Chapter.

(ii) **Conflict of Interest**: Shall be defined as any business, professional activity, or direct or indirect financial interest that would place a person in a position where there is an opportunity to disregard the public interests of the Student Body for his or her own private interests.

- (iii) **De-Pledging**: Shall be defined as the termination of a Pledge Brother from the Preparation for Brotherhood (P4B) Program.
- (iv) **Good Standing**: Brothers in good academic standing, above a 2.5 cumulative GPA, and financial standing, no outstanding dues from the previous semester, that have completed their Ritual Obligation.
- (v) **Executive Order**: An order decreed by the Executive Committee to be followed as if part of these Bylaws.
- (vi) **In writing**: Shall be defined as a method of communication to the Xi Xi Chapter consisting of e-mail, post on the server, text message, and physical correspondence.
- (vii) **Pledge Brother**: Shall be defined as a Brother currently enrolled in the Preparation for Brotherhood (P4B) Program and under the supervision of the Magister.
- (viii) **Simple Majority Vote**: Shall be defined as a vote of greater than fifty (50) percent of those present at a meeting who have voting rights.
- (ix) **Supermajority Vote**: Shall be defined as a vote of greater than or equal to two-thirds (2/3) of those present at a meeting who have voting rights.
- (x) **Vote of Reconsideration**: A vote held in order to reassess any prior vote conducted within the current legislative term.
- (xi) **Potential New Member**: Shall be defined as any student who has been properly registered to participate in IFC Recruitment or anyone on the potential new member list for the Sigma Chi fraternity. Hereafter referred to as a PNM.
 - (i) It is the responsibility of the Recruitment Chairman to cultivate and maintain this list at least weekly and provide access to all chapter members.

ARTICLE II: MEMBERSHIP

Chapter 200 Recruitment & Potentials

200.01 Any student in good academic standing who abides by the community standards and exemplifies a good moral compass is eligible to become a Brother of the Sigma Chi, Xi Xi Chapter.

200.02 A bid shall be defined as an invitation to pledge to this chapter and as later prescribed in these Bylaws, as a prerequisite to becoming a social member of this chapter.

200.03 No person shall be pledged to membership in Sigma Chi unless he qualifies under sections 3.07 and 3.13 of Statute #3 of the Sigma Chi Constitution.

Chapter 201 Pledging

201.01 Pledges are subject to all provisions of the Sigma Chi, Xi Xi Chapter Bylaws adopted by the chapter and its general members, but ultimately subject to any and all provisions of the general Fraternity Governing Laws and Policies.

201.02 Formal pledging shall be held prior to the first chapter meeting after the formal closing of a recruitment season.

201.03 Every Pledge of the Xi Xi Chapter shall pay the Quaestor at the time of his pledging, the Pledge fee of the chapter for the use and benefit of the General Fraternity, for which the chapter shall receive a copy of the Fraternity Pledge Manual and a Pledge pin for the candidate to wear during pledgeship.

Chapter 202 De-pledging

202.01 Pledgeship may be terminated for any Pledge Brother, which is termed “de-Pledging.”

202.01 If a pledge has not been initiated by the end of his second semester, including the semester pledged, because of his financial, scholastic, or otherwise stated ineligibility, his pledgeship is automatically terminated.

Chapter 203 Crossover

203.01 Any Pledge Brother that does not meet the Standards for Initiation as defined by the Fraternity and the Sigma Chi, Xi Xi Chapter shall NOT be initiated during that semester.

203.02 No person shall be initiated into membership as an undergraduate unless he has, under the direction of the Magister, completed the Preparation for Brotherhood program, and after certification in writing from the Grand Praetor that the person desiring initiation has completed said program.

203.03 No person shall be initiated into membership as an undergraduate unless the chapter has written certification that said person has maintained a 2.50 cumulative grade point average (GPA) and 2.50-semester grade point average(GPA) or better in his chosen field of higher education.

(i) Such certification shall come from the proper institution authorities.

203.04 No Pledge Brother(s) shall be initiated into the Fraternity which has an outstanding balance with the chapter.

203.05 Upon Initiation each new brother shall:

- (i) Fill out a financial policy under the guidance of the Quaestor. The Brother shall sign the policy.
- (ii) Fill out his financial suspension form (Form 50) to be kept in the chapter files.

Chapter 204 Affiliation

204.01 Any Brother of another Chapter of the Sigma Chi Fraternity may affiliate with the Sigma Chi, Xi Xi Chapter, only after written confirmation from his original Chapter that he was in good standing, financially and otherwise.

204.02 Any Affiliated Brother is subject to all the provisions of the Bylaws of this chapter.

Chapter 205 Non-Discrimination

205.01 The Sigma Chi Fraternity and the Xi Xi Chapter shall not be discriminatory in terms of race, color, religion, national origin, sexual orientation, financial, or social status.

Chapter 206 Hazing

206.01 In accordance with Statue 6.02e & 6.02f, no Brother of the Fraternity shall engage in any form or any act of hazing at any time. For all purposes related to the Fraternity, and unless otherwise defined, hazing shall be defined as outlined in the Sigma Chi Bylaws as well as defined in our Risk Management policies.

- (i) Hazing shall not be tolerated, and Sigma Chi takes an active zero-tolerance policy, regarding hazing of potentials, Pledge Brothers, undergraduate Brothers, and Alumni Brothers.

Chapter 207 Active Status

207.01 No Brother of the Xi Xi Chapter shall become “inactive” through any provision of this bylaw.

ARTICLE III: MEETINGS

Chapter 300 General Protocols

300.01 All regular chapter meetings shall be conducted according to the provisions of Robert’s Rules of Order.

Chapter 301 Brotherhood Business Meetings

301.01 A regular format chapter meeting shall start weekly on Monday at 7:00 pm sharp.

(i) The Consul shall announce any deviation from this schedule in writing at least twenty-four (24) hours prior to the regular meeting time.

301.02 Special chapter meetings may be called by the Consul at any time or shall be called by him upon the written and signed request of any five (5) Brothers.

(i) In both cases, due notice shall be given in writing concerning the time of the meeting.

Chapter 302 Meetings During Recruitment

302.01 At every Chapter Meeting during recruitment, a discussion will be held between the Brothers present about the potential Pledges from that night or that week.

(i) This discussion is to serve as a checkpoint and not as an official voting period.

Chapter 303 Quorum

303.01 Quorum shall be achieved at fifty (50%) percent plus one (1) Brother of the undergraduate chapter in order for issues and/or amendments to be voted upon.

Chapter 304 Decorum

304.01 There shall be no chewing or smoking of tobacco, drinking of alcoholic beverages, eating, or listening to music during chapter meetings or Executive Committee Meetings.

304.02 The Consul will expel any violators of the above bylaw provision from the meeting.

(i) Such removal will be considered an unexcused absence.

304.03 At any time, if a Brother creates a disruption in a meeting, the Consul, Pro-Consul, or Kustos will administer his first warning. If a Brother disrupts the meeting again, he will be asked to leave by the Kustos and will be subject to judicial sanctions.

304.04 Brothers must wear business casual to chapter meetings.

(i) Any Brother in violation will not be allowed to attend the meeting and will be considered an unexcused absence.

ARTICLE IV: ATTENDANCE

Chapter 400 General Procedures

400.01 Each Brother in good standing is allowed to miss one (1) unexcused Chapter Meeting per semester.

(i) This missed meeting will not count in any way toward the maximum number of missed meetings allowed.

400.02 Each Officer is allowed to miss one (1) unexcused EC Meeting per semester.

(i) This missed meeting will not count in any way toward the maximum number of missed meetings allowed.

400.03 Brothers will be allowed to miss a maximum of four (4) chapter meetings with an approved excuse before facing consequences determined by the Judicial Board.

(i) Extenuating circumstances may be considered in the Judicial Board's decision.

400.04 Officers will be allowed to miss a maximum of four (4) Executive Committee Meetings with an approved excuse before facing consequences determined by the Judicial Board.

(i) Extenuating circumstances may be considered in the Judicial Board's decision.

Chapter 401 Events

401.01 In accordance with Governing Laws, it is obligatory for all undergraduate Brothers to attend regular chapter meetings, with the exception of legal excuses as hereinafter described.

401.02 Attendance at the Crossover Ceremony is mandatory for all undergraduate Brothers unless having a legal excuse as hereinafter prescribed in these Bylaws.

401.03 Attendance at Formal Pledging is mandatory for all undergraduate Brothers unless having a legal excuse as hereinafter prescribed in these Bylaws.

401.04 Attendance at Recruitment and Brotherhood events is mandatory, with the exception of legal excuses as hereinafter described.

Chapter 402 Excuses

402.01 There are four (4) legal excuses for absence from chapter events:

(i) Personal Illness

(ii) Serious Illness or Death of a Family Member

(iii) Educational Classes

(iv) Excuses Approved by the Executive Committee

Chapter 403 Approval of Excuses

403.01 A Brother who anticipates an absence shall present his reason to the Xi Xi Chapter's

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Consul, Pro Consul, and/ or Annotator in writing at least forty-eight (48) hours prior to his proposed absence.

(i) The Consul, Pro Consul, and Annotator shall approve all legal absences with a majority vote.

(a) Order of succession is followed in the event of an aforementioned officer's absence.

(ii) The Annotator must communicate the verdict of the approval to the requester no less than 18 hours prior to the meeting in question.

(iii) Any absence not approved prior to the given meeting can be excused after the absence, permitting a two-thirds vote is achieved by the EC at the EC meeting following the absence.

Chapter 404 Accountability

404.01 Any Brother in good standing who misses a Chapter Meeting without a legal excuse approved by the EC shall lose his voting privileges for the next scheduled Chapter Meeting.

404.02 Any Officer that misses more than two (2) scheduled chapter meetings or EC meetings will automatically have a vote of confidence called upon him.

(i) Under this provision, no excuses shall be tolerated.

Chapter 405 Financial Penalties

405.01 A Brother in good standing absent from the Crossover Ceremony without legal excuse shall be fined one hundred dollars (\$100).

(i) There is no limit to this fine.

405.02 Brothers must attend all formal Formal Recruitment events and Pledging ceremonies.

(i) If a Brother repeatedly misses these events and ceremonies, they will be subject to review by the J-Board.

Chapter 406 Executive Committee

406.01 The EC and the officers contained therein, will have the authority to deem certain actions, attendance at, completion of, involvement in, or absence from any activity, event, assignment, service, or duty required by the University of Missouri, the Sigma Chi, Xi Xi Chapter, the Sigma Chi International Fraternity or the EC itself, either becoming or unbecoming of the values deemed necessary of a Sigma Chi or Sigma Chi pledge. This authority will be based on a supermajority vote of the EC upon proper introduction and deliberation.

(i) Violation of the EC decision will result in a Judicial Board hearing.

ARTICLE V: OFFICERS

Chapter 500 Chapter Officers

500.01 The Officers of the Xi Xi Chapter shall be those who perform the administration of the chapter.

500.02 No Brother may hold more than one office which could possibly create a conflict of interest.

Chapter 501 Assistant Officers

501.01 An assistant Officer shall be elected or appointed to assist any Officer at the request of the Officer or the suggestion of the Consul.

(i) An assistant Officer shall automatically be nominated for the next if he has satisfactorily completed his duties.

Chapter 502 Eligibility

502.01 Members will be required to have a 2.75 GPA to hold an office, however, if the member falls short for the current semester, they can run, get elected, and then they will have the following semester to improve their GPA above the threshold.

502.02 No Brother shall be nominated, elected, or installed into the respective office to which he is seeking until all debts and obligations due, owing, or unpaid to the Xi Xi Chapter have been paid in full.

Chapter 503 Nominations

503.01 Nominations for all offices shall be made so that at least one (1) week shall elapse between nominations and elections.

Chapter 504 Elections

504.01 Elections shall be by secret ballot or voice acclamation in the chance of an uncontested, or single candidate, election.

504.02 Elections will begin with the Consul and continue in descending order of seniority as prescribed in these Bylaws.

504.03 Officers are to be elected by a majority of the votes cast by the undergraduate chapter.

Chapter 505 Transition and Timing

505.01 Nominations will be held during the first scheduled chapter meetings in November and

April. Nominations for officer positions I through X will be held in November. Nominations for officer positions XI through XXII will be held in both April and November.

505.02 Elections will be conducted during the second scheduled meeting in November and the second scheduled meeting in April. Each candidate must be allotted 2 minutes for a statement of their qualifications for the position. After the statement, the candidate can field questions from Brothers with 30 seconds to answer each question. Any questions asked to one candidate must be asked to every candidate. If a Brother is running for multiple positions, they are allowed to give multiple speeches.

505.03 The transition of power will occur on January 1st and July 1st with new officers beginning to serve in their newly elected positions.

Chapter 506 Term Limit

506.01 The term length of office for Officers positions I through X, both appointed and elected, shall be for one year beginning the first regular meeting in January, following their appointment.

506.02 The term length of office for Officer positions XI through XXII, both appointed and elected, shall be for six (6) months beginning the first regularly scheduled Chapter meeting in the Spring or Fall semester, if they were elected in November or April, respectively.

506.03 If, at any time during his term of office, a Brother falls below the aforementioned grade point average requirement, his office may be declared vacant under the authority and provisions of Statute 7.05.

Chapter 507 Impeachment

507.01 In cases of possible impeachment, see section 508 to see the procedure

Chapter 508 Vote of Confidence

508.01 A Vote of Confidence shall be required of all year-long-termed Officers at the outset of each University of Missouri-Columbia semester.

508.02 If a Brother believes another Vote of Confidence is necessary, they may propose it at a formal Chapter Meeting. A supermajority vote is necessary to determine a lack of confidence in a particular Officer.

(i) If a supermajority is reached, the issue will be tabled to the next formal Chapter Meeting. During this meeting, discussion will be held over the confidence of the Officer in question. After the Consul (or the Pro-Consul in the cases where the Consul is in question) determines that the discussion has been properly held, another Vote of Confidence will be held.

(ii) If a supermajority is not reached in this second vote, the Officer will continue to

serve. If a supermajority is reached, the Officer will relinquish his position, the Office will be determined vacant, and follow the procedure of 509.

Chapter 509 Vacancy

509.01 Upon the resignation, graduation, or withdrawal from college of any Officer, nominations for that Officer shall be made at the next meeting and shall be held at the meeting following nominations.

- (i)* The successor shall serve for the remainder of the term of office.
- (ii)* The Consul and EC will fulfill the roles of the given office until the position is filled

509.02 If the office of Consul becomes vacant, the Pro Consul shall immediately be declared the Consul.

- (i)* The office of Pro Consul shall then be filled by a vote of the undergraduate chapter.

509.03 If the offices of both Consul and Pro Consul become vacant, the chapter shall fill these vacancies immediately.

- (i)* A secret ballot shall be used at the next regular or special chapter meeting. *(ii)* The Annotator shall preside over the meeting and tend to all chapter business until the vacancies are filled.

Chapter 510 Seniority

510.01 The elected Officers and elected/appointed chairmen of the chapter in order of seniority are:

- (i)* Consul
- (ii)* Pro Consul
- (iii)* Annotator
- (iv)* Quaestor
- (v)* Magister
- (vi)* Kustos
- (vii)* Risk Manager
- (viii)* Recruitment Chair
- (ix)* Scholarship Chairman
- (x)* Tribune
- (xi)* Social Chairman
- (xii)* Philanthropy Chairman
- (xiii)* Community Service Chairman
- (xiv)* Brotherhood Chairman
- (xv)* Historian
- (xvi)* House Manager

- (xvii)* Public Relations and Marketing Chairman
- (xviii)* Inclusion, Diversity, and Equity Chairman
- (xix)* Parent Chairman
- (xx)* Chapter Editor
- (xxi)* Apparel and Merchandising Chairman
- (xxii)* Intramural Chairman

ARTICLE VI: COMMITTEES

Chapter 600 General Policies

600.01 There shall be the following standing committees:

- (i) Executive Board
- (ii) Executive Committee
- (iii) Finance Committee
- (iv) Judicial Board

600.02 The Chapter Advisor shall be an ex officio member of all Committees.

- (i) The Chapter Advisor however may not have a vote.

600.03 Any Officer may elect to have a committee designed to help him carry out his duties.

600.04 The meeting time and place of each committee shall be set by the committee chair.

600.05 Any Brother of the undergraduate chapter not explicitly declared a member of a particular committee shall nevertheless be welcomed as a participating member if he desires to participate in a committee meeting.

Chapter 601 Executive Board

601.01 The Executive Board will hereafter be referred to as the “E-Board”.

601.02 The E-Board will be composed of the first ten Officers listed in 510.01.

- (i) Consul
- (ii) Pro Consul
- (iii) Annotator
- (iv) Quaestor
- (v) Magister
- (vi) Kustos
- (vii) Risk Manager
- (viii) Recruitment Chairman

- (ix) Scholarship Chairman
- (x) Tribune

601.03 The E-Board shall be chaired by the Pro Consul.

601.04 The E-Board shall meet at least once a month and at most bi-weekly to discuss the operations of the Chapter, Executive Committee, Financial Committee, and Judicial Board.

- (i) The E-Board shall serve as an open discussion forum.
- (ii) Each Board member shall attend a minimum of seventy-five percent (75%) of E-Board meetings, or the procedure laid out in section 508 shall be followed for the respective Board member.

601.05 The E-Board shall not enter a voting procedure at any time, as all voting procedures shall take place in the Executive Committee and chapter meetings.

Chapter 602 Executive Committee

602.01 The Executive Committee will hereafter be referred to as the “EC”.

602.02 EC will be composed of the Officers listed in 510.01

602.03 The EC shall be chaired by the Pro Consul.

602.04 The Annotator shall post a copy of the minutes of each EC meeting to all members within 24 hours after its adjournment.

602.05 The EC shall meet weekly to plan the chapter meeting agenda and for the purpose of assisting the Consul in the planning and fulfillment of a well-rounded undergraduate chapter program.

602.06 To expedite the chapter meeting and enable the EC to better plan chapter operations, each committee and Officer report to be heard in the chapter meeting shall first be presented in the EC meeting.

602.07 The EC shall not make recommendations on any type of membership ballot.

602.08 The EC may not take action, which is contrary to these Bylaws and amendments thereto.

Chapter 603 Financial Committee

603.01 The Financial Committee will hereafter be referred to as the “FC”.

603.02 The FC shall consist of:

- (i) Financial Committee Chairman
- (ii) Quaestor
- (iii) Assistant Quaestor

- (iv) One (1) Upperclassmen in good standing
- (v) One (1) Underclassman in good standing

603.03 The Alumni Financial Advisor shall have notice of all decisions of the FC, as well as an advisory role.

- (i) The Alumni Financial Advisor shall NOT have a vote on the FC.

603.04 The FC shall be chaired by The Financial Committee Chairman.

- (i) If there are more than 25 active Brothers, The FC chairman shall not be the Quaestor.
- (ii) This ensures there is a “Check-and-Balance” system within the FC.

603.05 The Assistant Quaestor shall be the secretary of the FC and keep minutes of all meetings.

603.06 The FC shall require that the Quaestor be bonded in the amount of five thousand dollars (\$5,000), the cost of the bond to be borne by the chapter.

603.07 The FC defines a fiscal year as Starting July 1 and ending June 30 each year.

603.08 The FC will be solely responsible for all financial matters of the Sigma Chi, Xi Xi Chapter at the University of Missouri-Columbia.

- (i) The EC is only responsible for the initial approval of each semester’s budget.

603.09 The FC will require the appointment of a qualified person, preferably a Certified Public Accountant, to perform a full financial review of the accounts of the Quaestor.

- (i) The accounts will be reviewed at the termination of each Quaestor's term of office or more often, as the committee shall direct.
- (ii) The accounts must be reviewed at least once each school year.

603.10 The FC shall require that the Quaestor submit a copy of the budget, FY financial summary, and all financial reviews to the chapter, the Chapter Advisor, The Grand Praetor, and the General Fraternity.

603.11 The FC shall be responsible for the Financial Policy of the Xi Xi Chapter and its fulfillment. Any Brother who does not abide by the provisions mentioned in these Bylaws or hereinafter mentioned for the payment of bills to the Xi Xi Chapter shall be subject to such disciplinary action as deemed necessary by the FC. Statute 7.02 of the Sigma Chi Constitution will be invoked whenever appropriate.

603.12 The Quaestor shall submit at least 1 budget to the FC for consideration.

- (i) The FC will revise the budget for the proposal to the EC.
- (ii) The Quaestor will then propose the budget to the undergraduate chapter for consideration.
 - a. The chapter will then vote on the budget for the following fiscal year.

603.13 The FC shall meet at least six (6) weeks prior to the end of the fiscal year to consider and

prepare at least one possible budget for the entire fiscal year.

- (i) The FC will propose at least one budget to the EC for initial approval
 - a. If passed by the EC the Quaestor will present the budget(s) for consideration to the chapter at the next regularly scheduled meeting.
 - i. The chapter will vote on which budget it so desires for the following fiscal year.
 - b. If voted down by the EC, the FC will review and revise its proposal and re-present it at the following meeting.

Chapter 604 Judicial Board

604.01 The Judicial Board will hereafter be referred to as the “J-Board”.

604.02 The J-Board has three fundamental purposes.

- (i) To hold Brothers accountable to the expectations of the Sigma Chi Fraternity.
- (ii) To respond fairly and decisively to Brothers, who have brought dishonor to the Xi Xi Chapter and the General Fraternity through their actions at any time, while in or out of the Xi Xi Chapter.
- (iii) To hold Brothers accountable for violating any Sigma Chi Governing Law and/or Xi Xi Chapter Bylaws.

604.03 The J-Board shall consist of;

- (i) Pro Consul,
 - a. who shall act as Chairman;
- (ii) Four (4) Brothers;
 - a. One (1) from each of the following; freshman, sophomore, junior, and senior classes,
 - b. Each will be elected not by the chapter as a whole but by the Brothers of their respective class
 - c. Those holding the office of Risk Manager, Magister, or Consul position are ineligible to hold a position on the Judicial Board, except in the scenarios outlined in 603.05(i).
- (iii) Chapter Advisor
 - a. Shall participate in all proceedings but shall not have a vote.

604.04 The members of the Board shall be elected each semester, or as necessary in the case of membership resignation.

- (i) Brothers will serve no more than three (3) consecutive terms.

604.05 An alternate member of the J-Board shall also be elected to serve in cases where a member of the J-Board is called before them or cannot serve on the board unbiasedly.

- (i) If the Pro Consul is called before the J Board, the Consul shall act as presiding Officer

ARTICLE VII: VOTING

Chapter 700 General Procedures

700.01 Voting shall be by acclamation and a majority vote of the chapter brothers present shall decide all questions unless otherwise provided by law.

700.02 An abstention shall be considered a null vote and shall not be figured into the calculation for a majority.

700.03 The Consul shall only vote in the case of a tie.

700.04 There shall be no voting by proxy.

700.05 Any decision of a committee may be overruled by a supermajority vote of the Chapter.

700.06 All voting on bids shall be done by secret ballot and a separate ballot for each candidate.

700.07 A secret ballot vote is used when a Brother in good standing believes a vote may be swayed due to one Brother voting merely on how another Brother votes.

700.08 The Consul shall be assisted in the counting of secret ballots by the Pro Consul and Annotator.

700.09 A Secret Ballot can be called upon a vote by any Undergraduate Brother who is in good standing.

700.10 Any undergraduate Brother may request a roll call vote and if seconded by two (2) other Brothers, the roll call vote must be taken.

700.11 Upon voting for The Sweetheart of Sigma Chi, it is mandatory to have a discussion.

700.12 Alumni Brothers of the Sigma Chi Fraternity retain only the right to voice their opinion on membership. They do NOT have the right to vote on membership.

Chapter 702 Loss of Privilege

702.01 Any Brother of the undergraduate Xi Xi Chapter with a CGPA below 2.5 will lose all voting rights until he can prove that his CGPA is at or above the minimum requirement.

702.02 Any Brother who misses three (3) mandatory chapter functions and is unexcused for all three (3), shall have no vote on chapter business for the remainder of the semester.

702.03 Any Brother who is financially delinquent shall have a voice, but not a vote until the obligation is resolved with the Quaestor.

Chapter 703 Recruitment

703.01 (Sigma Chi Constitution, Statute 3.10) No person shall be Pledged to membership of Sigma Chi by less than a ninety (90%) percent vote of approval by the Brothers present and voting at a regular or special meeting.

- (i) However, after this initial vote, a Brother may call for reconsideration. In doing so, discussion and another vote will be held where only eighty (80%) percent vote of approval is necessary.

Chapter 704 De-pledging

704.01 No Pledge Brother may be de-pledged except by the following procedures and provisions:

- (i) Withdrawal from the University of Missouri-Columbia prior to the completion of the Preparation for Brotherhood Program of the Sigma Chi Fraternity.
- (ii) If found in any way to be in violation of the Federal, State, City, School, General Fraternity, or Chapter regulations.
- (iii) By a twenty (20%) percent vote of the undergraduate Brothers present and voting:
 - a. This vote shall be taken by secret ballot.
 - b. The vote shall only be taken if a quorum is met.

Chapter 705 Initiation

705.01 No person shall be initiated unless passed by a formal vote of final approval by not less than seventy (70%) percent of the undergraduate chapter present and voting at a regular or special chapter meeting.

- (i) This meeting shall not take place more than three (3) weeks prior to Initiation.
- (ii) However, after this initial vote, a Brother may call for reconsideration. In doing so, discussion and another vote will be held where seventy (70%) percent vote of approval is necessary.

Chapter 706 Affiliation

706.01 Affiliations with the Xi Xi Chapter shall require a majority approval among the undergraduate Brothers.

Chapter 707 Adoption & Amendment of Bylaws

707.01 A two-thirds (2/3) affirmative vote of the undergraduate Xi Xi Chapter shall be necessary to pass an amendment to these Bylaws after sufficient discussion has been held in the opinion of the Consul.

(i) In addition, the Amendment will have full force and effect immediately following the favorable vote.

ARTICLE VIII: FINANCIAL POLICY

Chapter 800 General Policies

800.01 Each Initiated Brother shall faithfully discharge his financial obligation to the Fraternity and to the Sigma Chi, Xi Xi Chapter.

800.02 Each Initiated Brother and Pledge Brother of the Xi Xi Chapter shall discharge his financial obligation to the International Fraternity and to the Xi Xi Chapter.

800.03 The Xi Xi Chapter is not a bank or financial institution. Neither the Quaestor nor any other Brother is permitted to provide a personal loan of any size or duration to a Brother, Pledge, or another party from Xi Xi Chapter funds or accounts.

Chapter 801 Budgeting

801.01 The Xi Xi Chapter shall base its finances on an ANNUAL budget.

(i) The budget shall be approved and announced at least four (4) weeks or thirty (30) calendar days, whichever is greater, prior to the beginning of the fall term.

801.02 The proposed annual budgets shall be based on the number of Brothers in Good financial standing, entering the fall term.

(i) Proposed budgets shall NOT “bet-on-the-come” of projected numbers by the end of any given term.

Chapter 802 Pledge Fees & Dues Budget

802.01 The Pledge Brother's minimum dues for the Xi Xi Chapter shall be:

- (i) One hundred dollars (\$100) General Fraternity; Pledge Fee.
- (ii) Three hundred dollars (\$300) General Fraternity; Initiation Fee.
- (iii) Two hundred dollars (\$200) General Fraternity; Membership Fee.
- (iv) Seventy-five dollars (\$75) Risk Management fee.

Chapter 803 Chapter Fees & Dues Budget

803.01 The Xi Xi Chapter dues for undergraduate Brothers from which allocations shall be made to social and active programs shall be determined each semester by the finance committee, according to the budget needs subject to the approval of the Chapter. Dues shall be collected as one fee.

803.02 There shall be a two (2) time General Fraternity Membership Fee (“semi-annual dues”) which shall incur the immediate two (2) semesters after said Brother's Initiation for brothers initiated prior to the Fall of 2023. After that, there shall be a one (1) time General Fraternity Membership Fee, which shall incur within one month after initiation of the member.

Chapter 804 Billing

804.01 All Brothers shall be billed at least four (4) weeks prior to the beginning of each semester.

804.02 Any bills sent to the Brother shall be an itemized invoice to show a breakdown of costs.

Chapter 805 Payment

805.01 All checks shall be made payable to “Sigma Chi.”

805.02 There shall be no cash payments accepted by the Quaestor or permitted by the Xi Xi Chapter.

805.03 All bills will be due and payable to the Xi Xi Chapter on the first Chapter meeting of each semester.

(i) A minimum of half of each brother’s chapter dues must be paid by midnight following the first chapter meeting of the semester. The remaining chapter dues will be split into two payments, where half of the remaining chapter dues must be paid by midnight following the fifth chapter meeting and the remaining balance must be paid by midnight following the tenth chapter meeting of the respective semester.

- a. Exceptions may be made to brothers who are approved for a payment plan with the current Quaestor, FC, and/or Quaestor-elect, prior to the semester.
 - b. The balance of the payment plans must be paid by midnight of the chapter meeting following November 15th for fall semesters and the chapter meeting following April 15th for spring semesters.
 - c. Payment plans will be individualized based on a Brother’s financial situation up to the FC discretion.
- (ii) In the event of a cancellation of a chapter meeting where due payments are collected, a one week extension of the previous deadline will be granted.
- a. In the case of the first or fifth chapter meeting being canceled, the succeeding

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chapter meeting(s) where due payments are collected will not receive any extension.

805.04 All bills will be delinquent if not paid by midnight following the chapter meeting after the due date unless a Brother has requested, in writing, and is granted a one (1) week extension so he may request permission to meet with the FC to ask to enter into a payment plan.

Chapter 806 Financial Suspension

806.01 Financial consequences shall be carried out, once a brother becomes delinquent, as prescribed in Sigma Chi Statute 7.02, in addition to the consequences laid out in the financial contract.

(i) The FC will be responsible for declaring the degree of social probation for each brother's respective situation. As a bill continues to go unpaid, the consequences may increase.

(ii) Delinquency is defined in Sigma Chi Statute 8.05.4.

806.02 Once a Brother is suspended from the Xi Xi Chapter, a collection agency shall be contacted to recover the money rightfully owed to the Xi Xi Chapter and General Fraternity.

806.03 Financial suspension is defined as having an outstanding balance over zero dollars (\$0) ninety (90) days after the bill is due. Brother(s) who are under financial suspension from the Xi Xi Chapter will experience the following:

(i) The Brother will not have a vote on chapter issues,

(ii) Will not be able to play on intramural sports teams directly related to the Fraternity,

(iii) Will be on social probation until the debt is paid in full.

Chapter 808 Promissory Note

808.01 All Brothers must have a signed Promissory Note on file with the FC.

(i) Brothers without current shall be temporarily suspended from all social, brotherhood, public relations, and Derby Day events, i.e. Tailgates, socials, and parties.

808.02 Only one promissory note shall be outstanding at one time for any one (1) Brother.

808.03 A promissory note is paid only when the full amount listed on the note is paid.

808.04 A Brother will become eligible for financial expulsion when a promissory note is broken.

808.05 Money from a previous promissory note cannot be added to a new note.

Chapter 809 Officer Budgets

809.01 All officers are allowed to use any amount of money up to their allocated budget.

(i) Any surplus will be moved into the savings account and/or the following semester's budget.

(ii) Officers do not need approval from the Quaestor and/or Financial Committee (FC) to use any amount of money within their allocated budget.

809.02 Officers may request changes to their budget on a case-by-case basis that must be approved by a majority vote of the Xi Xi Chapter, after being passed by the Executive Committee (EC).

(i) This includes officers who begin the year with a zero-dollar (\$0) budget.

(ii) An official form must be filed to the FC in order for the request to be passed to the EC. This will ensure that the request is for a proper reason and includes all the necessary information for the request to be processed.

809.03 Spending outside of the allocated budget will lead to the officer responsible to be financially liable for any of the costs incurred.

(i) If the responsible officer receives a super-majority vote from the Xi Xi Chapter to spend beyond their allocated amount prior to spending the money, the financial liability will be spread evenly to all members of the chapter.

a. The officer must provide the chapter with their projected costs and plan to receive the funding necessary to cover the costs to present at the EC and then the next chapter meeting.

b. This process cannot be expedited, unless there is no EC meeting prior to the following chapter meeting, in which projections and plans can be approved by a majority vote of the FC for the presentation of materials to occur at the next chapter meeting.

c. If there is not enough information in order to make a decision, the vote may be tabled to the next chapter meeting, where the officer may provide additional information.

(ii) If the officer incurs a deficit greater than one-half (1/2) of their allocated budget, the officer will be motioned for a Vote of Confidence at the next chapter meeting.

a. If an officer with a zero-dollar (\$0) budget has spent creating a one-hundred-dollar (\$100) deficit, the Vote of Confidence applies.

(iii) If a super-majority vote is not received, the officer responsible may proceed with a full understanding of the consequences.

ARTICLE IX: CONDUCT POLICY

Chapter 900 Personal

900.01 Any violation of Statute 3.18 of the Sigma Chi Fraternity Governing Laws shall be subject to disciplinary action of the Judicial Board (J-Board).

900.02 All guests of Brothers are subject to all rules that apply to chapter brothers.

(i) Brothers are responsible for their guests' actions and informing guests of said policies.

Chapter 901 Interaction with PNMs/Pledges

901.01 Every Brother shall treat Pledge Brother(s) of the Xi Xi Chapter with a level of respect and esteem appropriate to the ideals of the General Fraternity.

901.02 Any Brother in violation of the foregoing ruling shall be subject to the disciplinary action of the J-Board and at their discretion be subject to the action as put forth in Statute 7.01 of the Governing Laws.

901.03 Active members are prohibited from partaking in the consumption of alcohol, tobacco, nicotine, marijuana, or any other substance in the company of active pledges and potential new members.

(i) PNMs and pledges may also be held accountable in accordance with bylaw (901.03)

Chapter 902 Illegal Drugs

902.01 There shall be no illegal drugs or marijuana present at any function associated with Sigma Chi or any other function where Sigma Chi is represented or on any property owned or operated by Sigma Chi.

902.02 The manufacture or distribution of any illegal or controlled substance at any time is grounds for immediate removal from Sigma Chi housing and the member will be referred to the Xi Xi Chapter's Judicial Board for immediate expulsion proceedings.

Chapter 903 Alcohol

903.01 No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of the same for Brother or guests be undertaken or coordinated by any Brother in the name of or on behalf of the Xi Xi Chapter.

(i) The purchase or use of a bulk quantity or common source(s) of alcoholic beverages, for example, kegs or cases, is prohibited.

903.02 Open parties, meaning those with unrestricted access by non-members of the Fraternity, without specific invitation, where alcohol is present, are prohibited.

903.03 No member, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under the legal drinking age).

Chapter 904 Firearms

904.01 At no time may any Brother, Pledge, or guest have or bring a loaded firearm into a chapter event.

(i) This includes all pistols, rifles, shotguns, b-b guns, and all other firearms.

Chapter 905 Sexual Harassment

905.01 The Fraternity will not tolerate or condone any form of sexist or sexually abusive behavior from any brother or individual associated with the chapter.

- (i) This is to include any and all actions whether physical, mental, or emotional.
- (ii) This is to include any actions, activities, or events, on any chapter premises or off-site locations, that are demeaning to women or men, including but not limited to verbal harassment, and sexual assault by individuals or members acting together.
- (iii) The employment or use of strippers, exotic dancers, or escorts, whether professional or amateur, at a Fraternity event as defined in this policy, is prohibited.

Chapter 906 Risk Management Plan

906.01 The Risk Manager, with his committee if applicable, is charged with creating or amending an existing Risk Management plan each semester to reduce chapter risk and liability and serve as guidelines for emergency situations, or individuals associated with the chapter.

- (i) The Risk Management Plan (RMP) is a governing document, and all members will be required to uphold the policies and procedures contained within this manual.
- (ii) All members will be required to sign a risk management policy agreement after reading over the RMP manual.
- (iii) Failure to abide by such procedures can result in judicial action against such brothers. Ignorance about the regulations found in this manual will not be accepted as an excuse for violation of these policies.
- (iv) Additions, eliminations, and/or modifications to this plan may also occur at the recommendation of the Risk Manager after notification, discussion, and a majority vote has occurred within the Risk Management Committee, if present, and with proper notification of the executive board, where any objection to the change must be voiced and may be voted on if deemed necessary by any member present.
 - a. A supermajority vote of the executive committee may also amend the policies of the RMP without a proposal of the amendment by the Risk Manager. This must be proposed no less than a week in advance.
- (v) In severe and/or emergency circumstances, the Risk Manager retains the authority to take immediate action that may differ from what is detailed in the Risk Management Plan. When such action occurs, the Risk Manager will be accountable to the Executive Board and must report to the full chapter the rationale for any such decisions.
- (vi) Failure to follow the policies present in the RMP by any member of the chapter including the Risk Manager may result in a Judicial Board conduct meeting.

Chapter 907 Academics

907.01 See Statute 104.01(iv) for the definition of good academic standing.

907.02 Academic Probation is defined as a brother who obtains a 2.75 cumulative GPA, or lower.

(i) Will be required to Sober Monitor every event in the following semester, second to J-Board decisions.

(ii) Will be required to attend one (1) study hour a week or be a study hour monitor, subject to the Scholarship Committee.

907.03 Academic Warning is defined as a brother who obtains a 2.75 semester GPA and/or a 2.85 cumulative GPA, or lower.

(i) Will be required to complete an Academic Success Plan with the Scholarship Chairman.

(ii) Will be required to attend one (1) study hour every other week, or two (2) hours a month.

ARTICLE X: JUDICIAL PROCESS

Chapter 1000 Accusations

1000.01 Accusation

(i) An accusation occurs when a member of the community informs the Chapter Consul or member of the Executive Committee (EC) of an infraction;

- a. A witness
- b. Another Brother
- c. The IFC, any other council, or Campus Life Office
- d. The Institution
- e. Another credible source

1000.02 The EC, if appropriate, will automatically and immediately suspend from all chapter activities (social events, intramural events, pledge interaction, etc.) the Brother(s) involved in the incident.

(i) The suspension shall not exceed fifteen (15) days and shall be pending the outcome of an investigation and decision by the J-Board.

Chapter 1001 Investigation

1001.01 Investigation of Incident

(i) The Consul shall contact the Pro Consul, who shall notify the other board members, and the Risk Manager, who in his capacity as 'prosecuting attorney' on behalf of the Xi Xi Chapter, shall begin collecting facts. The Pro Consul shall, if necessary, set a trial date. The trial must take place within fifteen (15) days of suspension.

(ii) The Pro Consul shall notify the Brother(s) accused immediately and give him (them)

forty-eight (48) hours to respond to the allegations. Responses should be given to the Consul and J-Board Chairman.

(iii) Failure of the Brother(s) to reply within the designated time period will result in a plea of no contest. (“No Contest” does not imply guilt or innocence.)

Chapter 1002 Trial

1002.01 Trial

(i) A trial shall be held on the date set by the J-Board Chairman unless the Brother(s) admits guilt, in which case a trial is waived, and the J-Board shall apply the appropriate punishment.

(ii) The date shall be set far enough in advance to provide participants and witnesses ample time and notice to make arrangements to attend.

(iii) The J-Board shall be presented with all the facts and choose to either:

a. Make a ruling.

b. Hear further testimony from the witnesses, accused Brother(s), and any other person(s) the J-Board deems relevant. In this case, a decision will be rendered after the additional testimony.

Chapter 1003 Sanctions

1003.01 Punishments/Sanctions

(i) If the Brother(s) is found guilty, the punishment shall be assigned according to a tier system based on which level the offense falls. The J-Board will levy a first offense punishment from the first tier unless the incident is of a serious enough nature to warrant the initiation of the General Fraternity trial board proceedings. On a level two offense, the J-Board shall assign punishment from the second tier, and so forth. Each time a Brother(s) is brought before the J-Board during any given semester he shall be given a higher tier of punishment (Sanctioned Brother(s) are not exempt from normal chapter obligations, including chapter financial obligations, and chapter meeting attendance.)

a. An Officer designated by the J-Board shall oversee the punishment of the Brother.

i. For example, if a Brother is sentenced to do extra study hours, this is overseen by the Scholastic Accountability Chairman and so forth.

(ii) Tiered Sanctions

a. Tier 1

i. Verbal reprimand accompanied by a signed agreement that specifically states that the guilty party (or Parties) will not engage in the prohibited activity again.

ii. If necessary, an acceptable letter of apology shall be written by the Brother(s) involved in the incident.

b. Tier 2

- i. Verbal reprimand accompanied by a signed agreement that specifically states that the guilty party (or Parties) will not engage in the prohibited activity again.
- ii. If necessary, an acceptable letter of apology shall be written by the Brother(s) involved in the incident.
- iii. Ten (10) hours of community service to the Xi Xi Chapter, Institution, or community, to be decided by the J-Board and overseen by the Philanthropy Chairman Four (4) extra hours of Study Hours.
- iv. Social Probation from the next scheduled Social Event.

c. Tier 3

- i. Cost of repairs, if destruction is the cause of the Brother being sent to J-Board. (Minimum of two or more of the sanctions below).
- ii. If necessary, an acceptable letter of apology shall be written by the Brother(s) involved in the incident.
- iii. Fifteen (15) hours of community service to the Xi Xi Chapter, Institution, or community, to be decided by the J-Board and overseen by the Philanthropy Chairman.
- iv. Loss of voting rights for the next chapter meeting.
- v. Six (6) extra hours of Study Hours.
- vi. Social Probation from the next 2 scheduled Social Events.

d. Tier 4

- i. Cost of repairs if destruction is the cause of the Brother(s) being sent to J-Board plus bill being sent to the parent of said Brother(s) if this is his 2nd offense for destruction.
- ii. If a Brother(s) has been already been sent to J-Board for 1st offense destruction and has not paid the fine and/or cost of repair in the time stated by the J- Board, the bill of the fine and/or cost of repairs shall be sent to said Brother(s) parents. (Minimum of three or more of the sanctions below).
- iii. If necessary, an acceptable letter of apology shall be written by the Brother(s) involved in the incident at the satisfaction of the EC.
- iv. Fifteen (15) hours of community service to the Xi Xi Chapter, Institution, or community, to be decided by the J-Board and overseen by the Philanthropy Chairman.
- v. Eight (8) extra hours of Study Hours.
- vi. Loss of voting rights for the rest of the semester or year, depending on severity.
- vii. Social Probation for the rest of the semester or year, this includes Derby Days

- e. Tier 5
 - i. The Xi Xi Chapter will initiate a temporary expulsion of a member.
 - ii. The J Board committee will decide the time of expulsion.
- f. Tier 6
 - i. The Xi Xi Chapter will initiate conduct expulsion proceedings pursuant to the Statute No. 7.01 of The Sigma Chi Governing Laws and International EC Regulations 7.01-1 through 7.01-8.

Chapter 1004 Appeal

1004.01 To file an appeal, the Brother(s) must make a written request to the J-Board Chairman and Consul who will forward the information to the Chapter Advisor with the transcripts from the trial within three (3) days.

1004.02 Before an appeal is heard there must be proof that due process was not served, i.e. right to face the accuser, right to be privy to all evidence, right to an appeal, right not to testify against oneself.

1004.03 Any appeal shall be heard by the Chapter Advisor, or in his absence or unavailability, the Faculty Advisor within fifteen (15) days of the decision by the J-Board.

1004.04 A final appeal can be made to the Grand Praetor of the Province.

(i) The Grand Praetor will not hear the case nor make a determination, rather following E7.01-5 of the governing laws, will appoint a trial board to handle the case.

- a. The trial board will follow the provisions of E7.01-5
- b. All decisions of the trial board will be final.
- c. All reports of the entire proceedings will be filed with the General Fraternity.

This report will include:

- i. The incident,
- ii. The J-Board proceedings, findings and decision,
- iii. Chapter Advisory & House Corporation President Appeal; proceedings, findings, and decision
- iv. Trial Board Report

ARTICLE XI: HOUSING

Chapter 1100 Member Live-In Requirement

1100.01 Each brother must live in the chapter house for at least two academic years unless otherwise exempted by special circumstances approved by the Executive Board.

Chapter 1101 Officer Live-In Requirement

1101.01 Each officer (I-X, including XVI [House Manager]) is required to reside in the chapter house for the full duration of their term of office, which is one academic year unless otherwise approved by the Executive Board.

Chapter 1102 Room Assignments

1102.01 Seniority for picking room assignments in the chapter house shall be determined as follows:

- (i) Consul
- (ii) Pro Consul
- (iii) Annotator
- (iv) Risk Manager
- (v) House Manager
- (vi) Brothers ranked by house points (e.g., 1st in points, 2nd in points, etc.)

1102.02 Room Assignment Commitments and Changes

- (i) Each member and officer is required to fulfill the lease agreement for the room they select at the start of the academic year. Room assignments are binding for the full academic year, with no semesterly changes permitted.
- (ii) Members and officers may not alter their room assignments after selection unless they obtain approval for a room change from the Executive Board. Requests for room changes must be accompanied by a valid reason with sufficient merit, which the Executive Board will review and decide upon.

Chapter 1103 Chapter House Rules and Accountability

1103.01 All brothers are required to adhere to the rules of the chapter house as outlined in the Sigma Chi Xi Xi folder. Failure to comply with or intentional disobedience of these rules may result in disciplinary actions deemed appropriate by the Executive Board.

- (i) Members and officers are advised to review the official house rules document located in the Sigma Chi Xi Xi folder to ensure full understanding and compliance.