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CHAPTER BYLAWS
THE TAU BETA PI ASSOCIATION
BETA OF ALABAMA

(Adopted March 31, 1965)
(Revised October 30, 1978)
(Revised October 28, 1981)
(Revised September 28, 1999)
(Revised October 21, 2003)

Bylaw I – General

Section 1. These bylaws shall govern the proceedings of this Chapter in all matters not specifically provided for in the Constitution and Bylaws, and in the Convention Acts of the Tau Beta Pi Association.

Section 2. This Chapter shall conform to such rules and regulations of the College of Engineering and this University as may apply to honor societies.

Section 3. In the event of a conflict between the Constitution and Bylaws of the Tau Beta Pi Association, and the rules and regulations of the College of Engineering and this University, such action shall be taken as deemed advisable by all parties concerned.

Bylaw II – Government

Section 1. The officers of this Chapter shall be, as specified in Article C-VI, Section 6 of the national Constitution.

Section 2. Except for alumnus members of the Advisory Board (see C-VI, 7), the officers of the chapter shall hold office for one year. (B-V, 1)

Section 3. The Treasurer shall be a faculty member of the College of Engineering, to hold office for one year. He/She may be re-elected and may also be an advisory board member.

Section 4. The Corresponding Secretary shall be a faculty member of the College of Engineering, to hold office for one year. He/she may be re-elected.

Section 5. The Chapter President shall be the delegate to the national Convention. The Chapter officers shall be alternates in the order listed in Section 1 above.

Section 6. The duties of the officers shall be outlined in B-V, 3 of the national Bylaws, and in the bylaws of this Chapter.

Section 7. The following extra duties shall be required of the officers:

- a. The Chapter President shall be a member, ex-officio, of all committees.

- b. The President shall see that each officer and committee chairman is provided with a written list of all specific duties for which each is responsible. These lists shall be discussed at the first meeting in the fall. A copy of each list shall be placed in the Recording Secretary's notebook and preferably also in the President's Book.
- c. The President shall notify the Advisory Board of the time set for election of new members at least two weeks in advance.
- d. The Corresponding Secretary shall keep an accurate up-to-date list of the names and addresses of all active members of the Chapter. He/she shall be the keeper of all files and stationery of the Chapter. See also VIII-I of these bylaws.
- e. The Recording Secretary shall see that each new member is provided with an up-to-date copy of these bylaws for his permanent keeping.
- f. The Cataloger shall send out notices of all meetings to all active members and the Advisory Board at least five days in advance.

Bylaw III – Meetings

Section 1. Required meetings shall be as specified in C-VI, 9 and B-VII, 8.

Section 2. The first meeting of each term shall be held within two weeks after the start of that term.

Section 3. Special meetings may be called at any time by the President, or by any member of the Advisory Board. A special meeting shall be called by the President upon written request signed by five active members.

Section 4. Robert's Rules of Order shall be the parliamentary guide of this Chapter on all points not provided for in these bylaws and the Constitution and Bylaws of the Tau Beta Pi Association.

Section 5. A quorum shall be set forth in B-V, 6.

Bylaw IV – Election of Officers

Section 1. Officers shall be elected in the fall after the initiation of new members. The new officers shall act as officer-elects for the spring semester. Their terms in office will officially begin at the close of the last meeting of the spring semester and end at the close of the last meeting the following spring. The new officers shall be installed by the procedure adopted by the 1956 convention at a time which conforms to B-V, 1.

