

**Bylaws of the Louisiana Delta Chapter
of
The Tau Beta Pi Association**

Bylaw I – General

Section 1

These Bylaws shall govern the proceedings of this chapter in all matters not expressly provided for in the Constitution and Bylaws of The Tau Beta Pi Association, Inc.

Section 2

This Chapter shall conform to such rules and regulations of The University of Louisiana at Lafayette and of its College of Engineering as may apply to honor societies.

Section 3

In the event of conflict between the Constitution and Bylaws of The Tau Beta Pi Association, Inc., and the rules and regulations of The University of Louisiana at Lafayette and/or the College of Engineering, the rules of The University of Louisiana at Lafayette and/or the College of Engineering shall prevail, and the Secretary-Treasurer of the Association shall be notified of the circumstances of the conflict.

Section 4

Abbreviated references herein to the Constitution and Bylaws of the Association and to the various Bylaws of this document shall be made in the form illustrated by the following examples:

- a. C-VI, 1 – National Constitution Article VI, Section 1.
- b. B-V, 5.02 – National Bylaw V, Section 5.02
- c. LDB-I, 4 – Louisiana Delta Bylaw I, Section 4.

Bylaw II – Government and Officers

Section 1

The Chapter shall be composed of members chosen from among eligible students and alumni on the basis of distinguished scholarship or professional attainment and exemplary character, as enunciated in C-VIII and in the Eligibility Code of the Association.

Section 2

The Chapter shall have full control over its individual affairs, subject to the Constitution and Bylaws of the Association, which control shall be exercised by the active membership of the Chapter and its Advisory Board. An “active member” of this Chapter shall be defined as in C-VI, 1, and only active undergraduate and graduate-student members, as defined therein, shall have the privilege of voting on new members and on the amounts of the initiation fee, dues, fines, and assessments. A student may become inactive only under the provisions of B-VI, 6.05.

Section 3

The officers of this chapter shall be President, Vice President, Treasurer, Recording Secretary, Secretary, and Public Relations Chair.

Section 4

The Advisory Board of the Chapter shall be composed of the President, Vice President, Treasurer, and four alumnus members of the Association. The Chair of the Advisory Board shall be elected at the first Board Meeting of the year.

Section 5

Alumnus members of the Advisory Board shall serve four-year terms, as specified in C-VI, 7. All other officers shall serve until their successors are duly elected and installed.

Section 6

The duties of the officers shall be those usually performed by persons holding such offices, those prescribed by the Constitution and Bylaws of the Association, and those prescribed in these Bylaws or by Chapter action.

Section 7

The President shall be this Chapter's delegate to the Convention of the Association. The other officers shall be alternate delegates, in the order given on LDB-II, 3.

Section 8

The following extra duties shall be required of the officers:

- a. The Secretary shall see that each candidate accepting election receives copies of the Constitution and Bylaws and Eligibility Code of The Tau Beta Pi Association, information about Tau Beta Pi, these Bylaws, and such other materials as the Chapter may deem desirable.
- b. The Secretary shall notify each active member and advisor of the time, place, and purpose of each Chapter meeting at least one week in advance of the meeting.
- c. The President and Vice President shall pay a courtesy call on the Dean of Engineering early in the fall term to discuss ways in which the Chapter may be of service to the College. The substance of such discussions shall be reported to the Chapter at the next meeting.
- d. The President shall cooperate with the director of the Tau Beta Pi District 10 and shall encourage the Chapter members to participate in the District's activities.

Bylaw III – Meetings

Section 1

The following regular meetings shall be scheduled and held once each year:
Organization, Election of Officers, and Installation of officers.

Section 2

The following regular meeting shall be scheduled and held once in the Spring: Election of Candidates and Initiation of Electees. One general meeting of a social, literary, or technical nature shall be scheduled and held in the fall and once in the spring semesters.

Section 3

Special meetings may be called at any time by the President, any alumnus member of the Advisory Board, or upon written request to the President signed by 20% of the active members of the Chapter.

Section 4

“Roberts Rules of Order” shall be the parliamentary guide of the Chapter in all matters not covered in the Constitution and Bylaws of the Association or in these Bylaws.

Section 5

The first meeting of each semester shall be held within two months of the start of the semester.

Section 6

The officers shall present a complete calendar of the regular meetings of the Chapter for the semester to the active members for their approval during the first meeting of the semester.

Section 7

Notices sent to the active members and alumnus members announcing meetings shall clearly state the time, place, and purpose of the meeting.

Section 8

Business meetings, other than Election Meeting, shall last no longer than two hours, unless extended by an affirmative vote of three-fourths of the active members present. The order of business at these meetings shall be as follows:

- a. Roll call
- b. Minutes of the previous meeting
- c. Reports of officers
- d. Reports of committees
- e. Unfinished business
- f. New business
- g. Adjournment

Section 9

Attendance of the active members shall be required at all regular, scheduled meetings of the Chapter, unless excused by the President for reasons which he or she judges to be good and sufficient.

Section 10

The President shall call a meeting of the Advisory Board at the beginning of each semester to discuss Chapter activities for the semester. The minutes of each Advisory Board meeting shall be read at the following regular meeting of the Chapter. Additional meetings of the Board may be called by any of its members or upon written request to the Chair of the Board by 20% of the active members of the Chapter.

Section 11

A quorum for the consideration of routine business shall be a majority of the active membership of the Chapter; for the election of new members, for changing the initiation fee or Chapter dues, for passing an assessment on members of the Chapter, for amending the Chapter Bylaws, for approval or disapproval of a proposed amendment to the Constitution of the Association; a quorum shall be three-fourths of the active membership; for the election of officers, the quorum shall be two-thirds of the active membership. A quorum for the Advisory Board shall be four of the Board.

Bylaw IV – Committees

Section 1

Subject to the provisions of B-V, 5.02, the President shall appoint the chair and members of the following committees: Membership, Initiation, Program, Social activities, Constitution and Bylaws, and other such committees as the Chapter shall desire and establish. Appointments shall be made at the next Chapter meeting following each initiation of new members.

Section 2

Each committee chair shall make a report of the progress of his or her group's activities at each chapter meeting.

Bylaw V – Election of New Members

Section 1

Election of new members shall be held in the spring as soon as possible after grades for the previous term become available.

Section 2

All the provisions of C-VDI and B-VI shall be strictly followed.

Section 3

Scholastically eligible undergraduate day students in the following curricula shall be eligible for membership in the Chapter: Chemical Engineering, Civil Engineering, Electrical Engineering, Mechanical Engineering, and Petroleum Engineering. *In addition, scholastically eligible graduate students in the following curricula shall also be eligible for membership in the Chapter: Chemical Engineering, Civil Engineering, Mechanical Engineering, Computer Engineering, and Telecommunications.*

Section 4

Night students, pursuing equivalent curricula to those 'med in Section 3, may be considered for membership in this Chapter, subject to the provision of C-VIII, 2(a). However, such students shall be considered separately from day students, and no such student shall be considered more than twice as a junior or more than twice as a senior.

Section 5

Transfer students shall be eligible for consideration at the third regular election after their registration. Such students may be eligible at the second regular election after their registration, provided five-sevenths of the Advisory Board is obtained.

Section 6

The cases of students whose scholastic eligibility is in doubt because of irregularities in standing or curriculum shall be determined by the Advisory Board of the Chapter.

Section 7

The Chapter may elect to specify scholastic requirements higher than those stated in C-VIII.

Section 8

The membership committee shall periodically consult with the chairs of various engineering departments to determine the names of graduate student, alumni, faculty members and others who may be eligible for membership under the provisions of C-VIII, 3-6.

Section 9

Exemplary Character Evaluation

- a. Letters shall be sent to scholastically eligible candidates inviting them to a get-acquainted meeting ("smoker").
- b. The Chapter members shall be asked to make recommendations on the candidates they met during the get-acquainted meeting at the Chapters election meeting.

Section 10

Voting Procedures

- a. At the election meeting, the Eligibility Code shall first be read. The election of senior candidates shall precede the election of the junior candidates. Each name shall be presented in order of decreasing class rank for discussion and shall be voted on before the following name is considered.
- b. After all names have been considered and voted on, there shall be a second individual ballot, to be taken in the same order, for each student who failed election on the first ballot.
- c. No student who fails election on the second ballot shall be considered further unless twenty-five percent of the members present so request.
- d. No student who fails on the third ballot shall be considered again at this election. He or she shall be considered again at the next election if he or she is then eligible.

Section 11

All members shall keep the election results in absolute confidence so that no candidate shall learn of his or her election except by means of the official letter;

likewise, no candidate shall be informed of the details of the vote, especially concerning the personal matters discussed at the time of voting.

Section 12

Each electee who refuses initiation for financial reasons shall be interviewed by the Advisory Board, as required by C-VIII, 10(a).

Section 13

Each electee shall be required to take part in an activity recommended or approved by the Chapter officers to foster a spirit of liberal culture. This activity may take the form of a project and/or the writing of an essay, as specified in B-VII, 7.01. They shall also be required to read the Constitution and Bylaws of the Association and these Bylaws.

Section 14

The Chapter may assign additional duties to electees, subject to the provision of B-VII, 7.02.

Bylaw VI – Election and Installation of Officers

Section 1

The President, Vice President, Treasurer, Secretary, Recording Secretary, and Public Relations Chair, and an alumnus member of the Advisory Board shall be elected in the spring semester.

Section 2

Nominations for officers shall be taken from the floor at the Election of Officers Meeting.

Section 3

The Election of Officers Meeting shall be held at least four weeks prior to the end of spring term. Officers-elect shall be formally installed at the last meeting of the year. The Chapter Officer Installation Procedure given in the President's Book shall be employed to install the new officers. During the period following the election until the installation, each officer-elect shall work closely with his or her counterpart to learn the duties and responsibilities of the office.

Section 4

Two-thirds of the active membership shall constitute a quorum for the Election of Officers Meeting, and a majority of those present and eligible to vote shall be required for election. A vote by the members present will cause the nominee receiving the least number of ballots to be dropped from consideration until one receives a majority of the vote.

Section 5

If any office becomes vacant between regular elections, the President shall appoint a member to fill the vacancy. The officer appointed shall serve until the

next regular election.

Bylaw VII – Finances

Section 1

The expense of the Chapter shall be borne by the initiation fee and by such dues and pro-rate assessments as may be voted by the Chapter. A majority vote of the active membership shall be required to change any fees or dues to levy any assessment. Within one week the Secretary shall inform the Secretary Treasurer of the Association of any changes in the amounts of the Chapter's initiation fee, dues, or assessments.

Section 2

The initiation fee for all initiates shall be \$85.00, payable in advance of initiation, to the Chapter Treasurer. This amount covers the national initiation fee of \$27.00, the national convention assessment of \$3.00, the cost of initiation banquets, the cost of rough bent castings, and the operating expenses of the local Chapter.

Section 3

The Chapter shall use the official bookkeeping system of the Association.

Section 4

There shall be at all times a balance of at least \$50.00 in the Chapter treasury. A sum of no more than \$20.00 may be kept in petty cash by the Treasurer.

Section 5

The Chapter's fiscal year shall be August 1 to July 31.

Section 6

No part of the net earnings of the Chapter will inure to the benefit of, or be distributable to, members or officers of the Chapter or to any other individual.

Bylaw VIII – Discipline

Section 1

It is the intent of this disciplinary Bylaw to impress the membership with the seriousness of the purpose of this Chapter and of the Tau Beta Pi Association, and to enable the officers and dedicated members of this Chapter to accomplish necessary business in a manner not inconvenienced or encumbered by a lack of interest on the part of a few members.

Section 2

Discipline shall be in accordance with C-IX, 4 and 5.

Section 3

A uniform system of fines for habitual absence or tardiness may be established each year in which it is desired by the Chapter. A majority vote of the active membership shall be required to establish this system of fines for a period of one

year.

Section 4

All members are required attend all meetings and events which are held by Tau Beta Pi. Appropriate excuses for being absent will be voted and approved by officers. Failure to meet members' requirements will be put on probation. Members who are in third time probation will be voted by chapter members to remove their membership from Tau Beta Pi.

Bylaw IX – Records and Equipment

Section 1

All permanent records of the Chapter shall be kept current and up-to-date.

Section 2

The initiation equipment shall be maintained in good order and in a secure manner by the Vice President, and the Ritual and its related materials shall be kept up-to-date and under lock and key when not in use.

Section 3

All record and an inventory of all physical equipment owned by the Chapter shall be turned over to the new officers at the Installation of Officers Meeting.

Section 4

The Charter of this Chapter shall be prominently displayed at a location determined by the Dean of Engineering.

Section 5

All records of this Chapter shall be open to inspection to any member of the Association and to any official of the University who has received approval from the Advisory Board, except that the ritual may not be inspected by non-members of the Association.

Bylaw XI – Amendments

Section 1

These Bylaws may be suspended only by a three-fourths affirmative vote of the active membership of the Chapter and by a four-sevenths affirmative vote of the Advisory Board as provided in C-VI, 5.

Bylaw XI – Amendments

Section 1

Amendments to these Bylaws may be proposed by any three active members of the Chapter. A proposed amendment shall be submitted in writing to the President and signed by the members proposing it.

Section 2

These Bylaws maybe amended by a Three-fourths affirmative vote of the active-

membership of the Chapter, subject to the approval of the Advisory Board.

Section 3

The secretary shall send a copy of the Bylaws as amended to the Secretary-Treasurer of the Association within two weeks after an amendment is adopted.

Bylaw XII – Dissolution

Section 1

In the event of the dissolution of the Chapter, the residual assets shall be distributed to Tau Beta Pi Association, Inc., a corporation organized and operated exclusively for educational and scientific purposes and exempt from federal income tax under Section 501 (c) (3) of the U.S. Internal Revenue Code of 1954 (or corresponding sections of any prior or future Internal Revenue Code). Any such assets not so disposed, shall be distributed to a Federal, State, or Local government for public purposes.

Bylaw XIII – Enactment

Section 1

These Bylaws were adopted by vote of this Chapter and its Advisory Board on September 1, 2003. They were last amended on September 30, 2018.

Signed Thu H Nguyen
President

Signed William E Simon
Advisory Board Chair