

CONSTITUTION

ARTICLE 1 NAME AND PURPOSE

SECTION 1. NAME

The name of this organization shall be Massachusetts Theta Chapter of Tau Beta Pi.

SECTION 2. PURPOSE

The purpose of this organization shall be:

- (a) To honor those students and alumni of the University of Lowell and Lowell Technological Institute college of Mechanical and Energy Engineering, Departments of Electrical, Plastics, Civil, Chemical and Nuclear Engineering who have distinguished themselves and the College of Engineering by their Scholastic achievement and exemplary character.
- (b) To encourage the liberal education of engineering students.

ARTICLE II GOVERNMENT

SECTION 1. OFFICERS

The officers of this chapter shall be a President, a Vice President, a Recording Secretary, a Corresponding Secretary, a Treasurer, and a Cataloger, who shall be active members of this chapter. All officers shall be described in the bylaws.

SECTION 2. ADVISORY BOARD

- (a) An Advisory Board shall consist of the President, the Vice President, Corresponding Secretary, and four alumnus or faculty members from each of the engineering departments who are Tau Beta Pi members.
- (b) The advisory Board shall set the chapter dues payable once in a lifetime, and act as an advisory and judiciary committee to determine the advisability of any action taken or proposed by the membership, and constitutionality of any ruling of any or all the student officers, which questions may be referred to it by a vote of the membership or brought before it by a petition of the minority of the membership.

ARTICLE III MEMBERSHIP

SECTION 1. ACTIVIE MEMBERSHIP

The active membership of this organization shall consist of all duly elected and initiated students who' are in regular attendance both in the Engineering Departments of the University of Lowell and at Tau Beta Pi business meetings.

SECTION 2. INACTIVE MEMBERSHIP

The inactive membership of this organization shall consist of all duly elected and initiated students who are in regular attendance at the University of Lowell College of Engineering and who have been suspended from the organization. Any inactive member may request to have his membership reactivated by submitting such a request in writing to the chairman of the membership committee via the Tau Beta Pi postbox in the office of the Dean of the College of Engineering not less than 24 hours prior to a scheduled business meeting. The requesting member shall be present at the meeting. If .the request is granted, it is effective immediately.

SECTION 3. ALUMNI MEMBERSHIP

Alumni members shall be those members who were elected and initiated and who subsequently have graduated.

SECTION 4. EMINENT ENGINEER

Any alumnus of a recognized engineering college who graduated more than ten years ago, and who has achieved distinction for eminent attainments in engineering, and/or who has rendered outstanding service to the Tau Beta Pi Society.

SECTION 5. ELIGIBILITY

Eligible curricula for undergraduate and graduate membership are listed below:

For undergraduate students, curricula offered by the college of engineering in Mechanical Engineering, Plastics Engineering, Electrical and Computer Engineering, Civil and Environmental Engineering, and Chemical Engineering are to be acceptable.

For graduate students, curricula offered by the college of engineering in Mechanical Engineering, Plastics Engineering, Electrical and Computer Engineering, Civil and Environmental Engineering, and Chemical Engineering are to be acceptable.

Technology students are ineligible for membership. Engineering students who are enrolled in one of the above curricula and meet the following qualifications shall-be considered for membership:

(a) Scholarship

- (i) All Juniors (75 or more earned credits) who rank in the upper one eighth of their class, based upon grades earned at the University of Lowell only, and Seniors (90 or more earned credits) who rank in the upper one-fifth of their class, except that the Advisory Board may recommend a minimum grade point average for candidacy with the approval of the membership.
- (ii) A transfer student shall not be eligible until the third election following his/her enrollment in the College of Engineering at the University of Lowell.
- (iii) All full-time candidates for an engineering graduate degree in the eligible departments who have been in residence for two semesters and who have completed a significant portion of their degree requirements. Proof of the worthiness of a candidate shall include: (1) evidence of the candidate's scholastic ability, consisting of certification of his standing in the top fifth of his graduate class; (2) a list of the degree(s), held by the candidate, the institution(s) which granted the degree(s), and the year in which the degree was granted; and (3) a statement from the Advisory Board that it believes the candidate to be worthy of membership and approves his election.

(b) Character

The character of the candidate shall be measured against the criteria of the Eligibility Code of Tau Beta Pi.

SECTION 6. ELECTION OF MEMBERS

- (a) There shall be two elections and initiations of new members: One in the Fall and one in the Spring semesters of each year. Such elections are to be held as soon as practicable after information determining the scholastic eligibility and character of the candidates is available. It shall be the responsibility of the Membership Committee to obtain scholastic information from the office of the Registrar and to poll the membership, the candidates themselves, and their references in writing for adequate information for the membership to determine whether the candidates satisfy the criteria for membership and to deliver a list of eligible students to the President.
- (b) Election shall be by secret ballot and shall require a three-fourths majority of the ballots cast.

ARTICLE IV

MEETINGS

SECTION 1. At least one business meeting and one general meeting of a social, literary, or technical character shall be held each semester.

SECTION 2. Special business meetings may be called, as necessary, by the President or the Advisory

Board.

- SECTION 3.** All active members shall be informed in writing of the time and place of business meetings not less than seven days in advance. The proposed agenda of the meeting shall be included.
- SECTION 4.** Robert's Rule of Order shall be the parliamentary guide for the conduct of all meetings.
- SECTION 5.** A quorum for the consideration of routine business shall consist of one-half of the active membership. For the election of new members, for passing of any assessment other than the chapter dues and initiation fee on the members or for the approval or disapproval of any amendment to the Constitution or Bylaws, three-fourths of the active membership must be present.
- SECTION 6.** No member shall be permitted to vote by proxy.
- SECTION 7.** Attendance by active members at business meetings is required. Unexcused failure to attend shall be disciplined as specified in the Bylaws. Any active member may request to be excused from a particular meeting by submitting such a request in writing to the chairman of the Membership Committee via the Tau Beta Pi postbox in the office of the Dean of the College of Engineering not less than 24 hours prior to the scheduled meeting. The request shall state the reason for in attendance.
- SECTION 8.** The first item of business at all business meetings shall be consideration of requests to be excused from the meeting. The second item of business shall be consideration of requests to have membership reactivated. Requests shall be granted by majority. Vote of those present. The active membership mayor may not grant a request depending on the reason for the request and upon the member's past level of participation in the organization. After consideration of requests the Chairman of the Membership committee shall determine and announce the quorum status of the meeting.

ARTICLE V FINANCES

- SECTION 1.** The chapter dues shall be set by the Advisory Board.
- SECTION 2.** All members of the Chapter may be assessed other fees as required for the proper function of the organization provided such assessments are authorized by the Advisory board and passed by a majority vote of the quorum.
- SECTION 3.** Funds are to be entrusted to the Treasurer for safe keeping, subject to a semi-annual audit by the Advisory Board.

ARTICLE VI AMENDMENTS

- SECTION 1.** Amendments to this Constitution and Bylaws may be submitted by any active member in good standing at any regularly scheduled business meeting or in writing at any time to the President. Notices of proposed amendments shall be sent to all active members and the Advisory board prior to the next business meeting when the

amendment shall be voted on.

SECTION 2. An amendment shall be passed by a three-fourths majority vote of the quorum.

BYLAWS

BYLAW 1 ELECTION AND DUTIES OF THE OFFICERS

SECTION 1. ELECTION OF OFFICERS

- (a) Any active member in good standing shall be eligible for any office except President. A candidate for President must have served as an active member for at least one semester.
- (b) There shall be an election of officers after the initiation of new members in the Spring semester. An office shall be held until the following election.
- (c) The Vice President shall become President if that office is vacated for any reason. All other vacancies shall be filled by appointment of the Advisory Board, subject to the approval of three-fourths of the quorum at the next business meeting.
- (d) Any officer can be recalled by a three-fourths vote of the quorum, provided that the officer shall have an opportunity to respond to any charges of impropriety prior to a vote.
- (e) Designated faculty and alumnus members of the Advisory Board shall hold office for four years. There shall be four faculty or alumnus members elected by the Chapter and with only one four-year term expiring annually.

SECTION 2. DUTIES OF OFFICERS

- (a) The duties of the President shall be to act as responsible agent and leader of the organization. He shall have full powers to call meetings and to preside over all meetings. He shall appoint all committees and committee chairmen, subject to the approval of a majority vote of the quorum.
- (b) The Vice President shall be the Chairman of the Program Committee and shall have as his special duty the advancement of the technical and professional education of the membership. He shall act in the capacity of any officer who is not present at a meeting.
- (c) It shall be the duty of the Recording Secretary to keep a record of the minutes of all meetings and to keep a roll and record book of the organization.
- (d) The Corresponding Secretary shall keep a list of all current members and their addresses. He shall maintain a file of all correspondence of the Chapter and carry on such correspondence as directed by the President.
- (e) The duty of the Cataloger shall be to maintain a current record of all members, including full name, home address, college address, and phone number. He shall also maintain a list of the past and present officers, including the Advisory Board.
- (f) The Treasurer shall collect all fees and pay all bills of The Chapter. He shall maintain a checking account in the name of the organization and all bills paid shall be paid by check with the Treasurer signing and the president co-signing. He shall also maintain a petty cash fund not to exceed ten dollars. At first and last meetings of each school year he shall present a financial report to the organization.

**BYLAW II
COMMITTEES**

SECTION 1. The president shall be an ex-officio member of all committees.

SECTION 2. There shall be standing committees on Membership, Initiation, Program, and Social Activities. Other Committees may be appointed as the membership deems necessary.

**BYLAW III
EXEMPLARY CHARACTER EVALUATION**

SECTION 1. Letters shall be sent by the Membership Committee to all scholastic eligible candidates inviting them to complete and return a resume form describing their activities and interests and listing two references. The letters shall contain a copy of the Eligibility Code of, Tau Beta Pi and a specific deadline for returning the resumes.

SECTION 2. After the specified deadline date the Membership Committee shall send letters to the references listed by the candidates asking them to complete and return a character reference form for the respective candidate. A copy of the Eligibility Code of Tau Beta Pi and a specific deadline date for returning the references shall be included.

SECTION 3. In addition the Membership Committee shall send a letter to each active member of The Chapter listing the responding candidates and, asking them to pick up, complete, and return to the Tau Beta Pi postbox a character reference form for each candidate the member knows personally. The letter shall specify a date for the return of the references.

SECTION 4. After the specified deadline date for the return-of character references, the Membership Committee shall review all resumes and references and formulate a recommendation on each candidate.

SECTION 5. At the election meeting the Membership Committee shall report their findings about each candidate and shall have on hand each candidate's resume and references for the membership's reference.

**BYLAW IV
ELECTION OF CANDIDATES**

SECTION 1. ELECTION PROCEDURE

- (a) At the time of election the Eligibility Code shall first be read.
- (b) The names of the eligible candidates will be submitted to the membership committee along with the committee's favorable recommendation for each candidate in the group. The size of the groups shall be determined by the membership committee.
- (c) If any active member has a question about a candidate in a group, that candidate's name shall be removed from the group and. considered separately.

- (d) A vote shall be taken on the remainder of the group.
- (e) Each candidate removed from a group and candidates who did not receive a favorable recommendation from the membership committee shall be considered separately after all groups have been voted on. Each name shall be presented for discussion and voted on before the following name is considered.
- (f) After all names have been considered and voted on, there shall be a second individual ballot for each candidate who failed election on the first ballot.
- (g) No candidate who fails election on the second ballot shall be considered further unless 25% of the members present so request.
- (h) No candidate who fails election on the third ballot shall be considered again at this election. He or she may be considered again at the next election if he or she is then eligible.

SECTION 2. Notice of election shall be by letter signed by the President and Corresponding Secretary and posted within 48 hours of the election. This letter shall specify the date, time, and location of the initiation banquet; it shall request written acceptance or rejection of the election; and it shall inform the candidate of this financial and labor duties to Tau Beta Pi should he/she be accepted for election. A date shall be specified for the receipt of the acceptances. If the candidate refuses election for financial reasons, he shall so state in his response. Notice of rejection shall be by letter signed by the President and Corresponding Secretary and posted within 48 hours of the election. The letter shall stress that the candidate may be successful in a future election.

SECTION 3. 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 4. Upon receipt of a successful candidate's written acceptance of election, any officer or the chairman of any committee may call upon the electee for work according to Bylaw IV, Section 2.

SECTION 5. Each electee who refuses initiation for financial reasons shall be interviewed by the Advisory Board.

BYLAW V INITIATION

SECTION 1. Any initiation duties of newly elected members shall be limited to tasks in the ongoing program of the organization. Such duties shall not consume an inordinate amount of their time. Physical violence, offense to dignity or decency, and public exercise which may embarrass the electee shall not be permitted.

SECTION 2. As par of the initiation, each electee shall sign the roll book giving their full name and permanent address. Each electee shall also receive a certificate of membership, a copy of the Constitution of the Chapter, and a current membership name, address, and telephone list.

SECTION 3. A local chapter initiation fee and chapter dues shall be assessed upon each new member and must be paid prior to initiation. Such a fee may be waived upon recommendation of the Advisory Board and approval of a majority of the quorum. The chapter initiation fee shall be one (1) dollar plus the cost of the initiation dinner.

BYLAW VI DISCIPLINE

SECTION 1. If any undergraduate member fails to maintain a high level of scholastic achievement, they may be expelled by recommendation of the Advisory Board and approval of a three-fourths vote of the quorum.

SECTION 2. Any member may be expelled for just cause upon the recommendation of a majority of the Advisory Board and a three-fourths majority vote of the quorum, provided that the member shall have an opportunity to respond to any charges prior to the vote of the membership. Just cause shall not include race, religion, sex, political affiliation, sexual preference, or conviction of a misdemeanor.

SECTION 3. An active member who is twice absent without being excused from a business meeting is automatically suspended. The first unexcused absence shall result, within 48 hours, in a letter from the President to the absent member informing him that his absence was noted and of the consequences of a second unexcused absence. Notice of suspension shall be mailed within 48 hours to the suspended member.

ELIGIBILITY CODE

It is the purpose of The Massachusetts Theta Chapter of Tau Beta Pi to mark in a fitting manner those who have conferred honor upon the University of Lowell and Lowell Technological Institute College of Engineering by distinguished scholarship and exemplary character as students, or by their attainments as alumni.

Distinguished scholarships, while the primary requisite for admission, must not be considered the sole criterion.

After the scholastic requirements have been fulfilled, the selection shall be based on integrity, breadth of interest both inside and outside of engineering, adaptability, and unselfish activity.

We consider that true integrity is the sine qua non for membership in Tau Beta Pi that it transcends in importance scholarship activity, and every other qualification. Without private and public integrity, we believe that no organization is worthy of existence. Under integrity, we include honor and high standards of truth and justice. .

Breadth of interest sufficient for eligibility in this organization will enable a person to maintain his position in a community by the exercise of qualities other than engineering abilities.

A true engineer must be able to adapt himself or herself ingeniously to all circumstances and conditions, making them conform to his purpose.

The rating of a person on the degree of unselfish activity manifested is intended to indicate that Tau Beta Pi believes that no one can become a worthy engineer without the welfare of associates, organizations, and community at heart. It is furthermore expected that one display willingness to aid and assist in worthy causes by one's actual campus record. However, the fact that a person may not have shown unselfish activity to an appreciable degree is no infallible indication that he or she would not if the opportunity were offered. The most conspicuous illustration of this is that of the student who is self supporting, for which due allowance must be made and due credit given. It is in this capacity for the unstinted giving of one's best, without thought of remuneration, that we believe lies one of the most sensitive tests for determining a candidate's right to bear the name of Tau Beta Pi.