Bylaw I - General

Section 1. These bylaws shall govern the proceedings of this chapter in all matters not expressly provided for by the Constitution and Bylaws of the Tau Beta Pi Association, Inc.

Section 2. This Chapter shall conform to such rules and regulations of Stevens Institute of Technology as may apply to honor societies.

Section 3. 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 of 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. NJAB-I,3 - New Jersey Alpha Chapter Bylaw I, Section 3.

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 of 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" shall be as defined 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.

Section 3. The officers of this Chapter shall be President, Vice President, Recording Secretary, Corresponding Secretary, and Cataloger, who shall be active members of the Chapter; a Treasurer, who shall be a member of the faculty and a Student Treasurer who shall be a liaison between the Treasurer and the Chapter.

Section 4. Four members of the faculty shall be elected to the Advisory Board and shall serve four year terms. The terms shall be staggered in one year intervals. The Advisory Board shall be composed of the President, Vice President, Corresponding Secretary, and the aforementioned faculty (or alumnus) members. The Chairman of the Advisory Board shall be elected by its members at the first Board meeting of the year.

Section 5. The President shall be this Chapter's delegate to the Convention of the Association. The other officers to be alternate delegates in the order given in NJAB-II, 3.

Section 6. The following extra duties shall be required of the officers:
a. The President shall be an ex officio member of all committees.

b. The President shall see that each officer and committee chairman is provided with a written list of his specific duties.

c. The secretary shall notify each active member of the time, place, and purpose of each meeting at least one week in advance of the meeting.

Bylaw III - Meetings

Section 1. The following regular meetings shall be held once each year: Organization, Election of Officers.

Section 2. The following regular meetings shall be held once in the fall and once in the spring semesters: Election of Candidates, Initiation of Electees.

Section 3. Special meetings may be called at any time by the President, any member of the Advisory Board, or upon written request by 20% of the Chapter members.

Section 4. Robert's Rules of Order shall be the parliamentary guide of the Chapter in all matters not covered by the Constitution and Bylaws of the Association nor in these Bylaws.

Section 5. The order of business at Business meetings shall be as follows:
a. Minutes of the previous meeting
b. Reports of officers
c. Reports of committees
d. Unfinished business
e. New business

Section 6. A quorum for the consideration of routine business shall consist of 1/2 of the active membership of the Chapter: for the election of new members, for changing the initiation fee or Chapter dues, and for the passing of an assessment on the members of the Chapter, 3/4 of the active membership eligible to vote thereon; and for the approval or disapproval of a proposed amendment to the Constitution or Bylaws of the Association or Chapter, 3/4 of the active members of the Chapter.

Bylaw IV - Committees

Section 1. Subject to the provisions of B-V, 5.02, the President shall appoint the chairman and members of the following committees: Initiation, Pledge Program, and such other committees as the Chapter shall desire and establish.

Section 2. As early as possible after committee appointments are made, the President shall provide each committee chairman with a list of his specific duties and responsibilities.

Bylaw V - Election of New Members

Section 1. Elections of new members shall be held in the fall and spring semesters as soon as possible after grades for the previous semester become available.

Section 2. All the provisions of C-VIII and B-VI shall be strictly
Amendments to the Bylaws of the New Jersey Alpha Chapter
of
The Tau Beta Pi Association

Bylaw V

Section 11. Exemplary Character Evaluation
   a. Letters shall be sent to scholastically eligible candidates in-
      viting them to a get-acquainted meeting ("smoker").
   b. A get-acquainted meeting shall be held at which the Chapter mem-
      bers will meet the candidates. The candidates shall be introduced to
      the purposes and activities of Tau Beta Pi.
   c. The Chapter members shall be asked to make recommendations on
      the candidates they met during the get-acquainted meeting, at the Chapter's
      election meeting.

Bylaw V

Section 8. Voting Procedure (Superseded NJAB V, 8.)
   a. At the Election meeting, the Eligibility Code shall first be
      read.
   b. The names of eligible candidates will be submitted to the Chapter
      membership in groups by the membership committee along with the com-
      mittee'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 any of the candidates
      in a group, that candidate's name shall be removed from the group ("purged")
      and considered separately.
   d. A Chapter 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.
Eligible Degrees for Tau Beta Pi Membership

Undergraduate

Biomedical Engineering
Chemical Engineering
Civil Engineering
Computer Engineering
Electrical Engineering
Engineering Management*
Environmental Engineering
Mechanical Engineering

Graduate

Chemical Engineering
Civil Engineering
Computer Engineering
Electrical Engineering
Engineering Management*
Environmental Engineering
Materials Engineering
Mechanical Engineering
Ocean Engineering
Systems Engineering
April 21, 2004

Eligible Curricula Approved

President, NJ A Chapter

The eligible curricula listed in the amended bylaws submitted by your chapter in compliance with Constitution Article VIII Sections 2(f) and 3(b) have been approved by the Executive Council. You may consider students enrolled in those programs for membership in Tau Beta Pi.

Please remember that any future amendments which add to the list of eligible curricula must be ratified by your chapter and Advisory Board and approved by the Executive Council before becoming effective. Amendments which exclude curricula are not subject to Executive Council approval.

Thank you for attending to this important issue in a timely manner.

Roger E. Hawks
For the Executive Council

cc: NJ A Chapter file
James D. Froula, Secretary-Treasurer
Chief Advisor
D2 Directors

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