Article I

Section 1. Name. The name of the chapter shall be the Ohio Epsilon Chapter of the Tau Beta Pi Association, hereafter referred to as the “Chapter”.

Section 2. Purpose. The purpose of the Chapter, in accordance with the Constitution and Bylaws of the Tau Beta Pi Association, is to mark in a fitting manner those who have conferred honor upon Cleveland State University’s Fenn College of Engineering by distinguished scholarship and exemplary character as students, or by their attainments as alumni. In addition, the Chapter shall make contributions through its membership that enrich the Chapter, the college, the community and engineering as a profession. These contributions are to be made either through monetary donations or through service.

Section 3. Scope of Bylaws. These bylaws shall govern the proceedings of the 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 4. Conflicting Laws. In the event of a conflict between these bylaws and the Constitution and Bylaws or the Convention Acts of the Tau Beta Pi Association, the latter shall hold precedence. In the event of a conflict between either these bylaws or the Constitution and Bylaws or the Convention Acts of the Tau Beta Pi Association and the rules and regulations of the Fenn College of Engineering and/or Cleveland State University and/or the laws of the State of Ohio, the latter shall hold precedence.

Article II

Section 1. Student Eligibility. To become eligible for election, a student must be

(a) a regularly enrolled student at the Fenn College of Engineering.

(b) in either the highest one-eighth of students with junior standing or the highest one-fifth of students with senior standing, such standing as to be determined by the College.

(c) have exemplary character, such character as to be determined by an interview process by at least one officer, with a report of any adverse findings reported to the membership no less than one week prior to election of new members.

(d) in compliance with all other criteria as set forth in the Constitution and Bylaws of the Tau Beta Pi Association.

Section 2. Eligibility of Graduate Students, Alumni and Eminent Engineers. The eligibility of Graduate Students, Alumni and Eminent Engineers is as stated in the Constitution and Bylaws of the Tau Beta Pi Association.

Section 3. Election of Members. Upon investigation both scholastic achievement and exemplary character, an election of the candidates shall be held during the next scheduled meeting of the active membership. If necessary, the President may call a meeting for this express purpose. If there is no objection to any of the candidates, the candidates shall be voted upon as a group. If there is an objection, that candidate shall be removed from the group without objection. After the remaining group (less objections) have been voted upon by secret ballot, each candidate so removed shall be reconsidered and voted on individually by secret ballot, after such debate as is necessary. All candidates must be elected by a three-fourths affirmative vote of the active membership.

Section 4. Inactive Status. Any member shall become inactive as provided for in the Constitution and Bylaws of the Tau Beta Pi Association. Any member found inactive will be readmitted to active status upon receipt of written permission and its approval by five-sevenths of the Advisory Board.
Section 5. Suspension and Expulsion of Members. Any member who is reported in writing to the Executive Council upon majority vote of the active members of the Chapter and of its Advisory Board as having continued and inexcusable absence from meetings of the Chapter, as not attending to assigned or elected duties of the Chapter, as being morally delinquent, as inexcusably failing to meet financial obligations of the Chapter, or for other reasons after a fair trial, may be suspended or expelled as provided for in the Constitution and Bylaws of the Tau Beta Pi Association.

Article III

Section 1. Officers. The officers of the Chapter shall be a President, a Vice-President, a Recording Secretary, a Corresponding Secretary, a Treasurer and a Cataloguer, who shall be active members of the Chapter. Members who will knowingly graduate prior to the end of the elected term are ineligible to hold office. The officers shall be elected at the first general meeting of the spring semester. The President may call a special meeting for this purpose. The elected officers will officially take office the day after spring initiation. If any office shall become vacant between the regular elections, a special election shall be held at the next meeting to fill any and all vacancies. The officers elected at that time shall serve until the next regular election.

Section 2. Alumnus Advisors. There shall be four alumnus advisors, all of whom shall be elected by the Chapter to serve a term of no more than four years. In the event that an advisor cannot fulfill the term, a new advisor shall be elected by the Chapter at the next general meeting, and that advisor shall hold office for the remainder of the term. One advisor shall be given the title of Chief Advisor, and that advisor shall serve as a liaison between the Chapter and the Fenn College of Engineering and/or Cleveland State University.

Section 3. Advisory Board. The Advisory Board, consisting of the President, the Vice President, the Corresponding Secretary and the four alumnus advisors, shall act as an advisory and judiciary committee to determine the advisability of any action taken by the Chapter. Such action may be referred to it by a vote of the Chapter, brought to it by a petition of the minority of the Chapter, or the Board may review such action on its own initiative. The Advisory Board may forbid any such action, subject to an appeal to the Executive Council of the Association.

Section 4. Duties of President. In addition to the duties set forth in the Constitution and Bylaws of the Tau Beta Pi Association, the President shall be an ex officio member of all committees and shall see that each officer and committee chairperson is provided with a written list of all specific duties for which each is responsible. A copy of each list shall be placed in the Recording Secretary’s book and the President’s book.

Section 5. Duties of Vice President. In addition to the duties set forth in the Constitution and Bylaws of the Tau Beta Pi Association, the Vice President shall notify the Advisory Board of the time set for election of new members at least one week prior to election.

Section 6. Duties of Recording Secretary. In addition to the duties set forth in the Constitution and Bylaws of the Tau Beta Pi Association, the Recording Secretary shall see that each new member is provided with a current copy of the Bylaws of the Chapter for his/her permanent keeping.

Section 7. Duties of Corresponding Secretary. In addition to the duties set forth in the Constitution and Bylaws of the Tau Beta Pi Association, the Corresponding Secretary shall inform all members of the Chapter of any meetings or events in such a way as to ensure that receipt of such information is at least one week prior to the meeting or event.

Section 8. Duties of Treasurer. In addition to the duties set forth in the Constitution and Bylaws of the Tau Beta Pi Association, the Treasurer shall maintain all financial records in accordance with the rules and regulations as set forth by Cleveland State University’s Department of Student Life. All deposits and withdrawals, after proper approval, shall be made by the Treasurer, or reported to the Treasurer no later than the next regular day of classes.
Section 9. Convention Delegate. The President shall be the delegate to the National Convention. The Chapter officers shall be alternates in the order listed in Section (1).

Article IV

Section 1. Meetings Held Once a Year. The following regular meetings shall be scheduled and held once a year: Election of Officers and Planning Meeting. The Planning Meeting shall be held after the Election of Officers but no later than one month prior to spring commencement.

Section 2. Meeting Held Every Semester. The following regular meetings shall be scheduled and held once in the fall and once in the spring: Election of Candidates, Introduction of Electees, Formal Initiation and Banquet. In addition, at least one business meeting and one general meeting of a social, literary or technical character shall be held each semester. This does not include summer session.

Section 3. Special Meetings. Special meetings may be called at any time by any member of the Advisory Board or upon written petition to the Advisory Board signed by at least five active members.

Section 4. Quorum. In accordance with the Constitution and Bylaws of the Tau Beta Pi Association, a quorum for the consideration of routine business shall consist of one-half of the active membership of the Chapter; for the election of new members, for changing the initiation, for changing the initiation fee or Chapter dues, and for the passing of an assessment of the members of the Chapter, three-fourths 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, three fourths of the active membership of the chapter.

Section 5. Fines. With respect to meetings for election of candidates, formal initiation, and election of officers, the President may, with the approval of five-sevenths of the Advisory Board, levy a fine of an amount to be set by the Advisory Board. This action shall be included in the meeting notices as distributed by the corresponding secretary in accordance with the Constitution and Bylaws of the Tau Beta Pi Association.

Article V

Section 1. Committees. In accordance with the Constitution and Bylaws of the Tau Beta Pi Association, the President shall appoint the membership of following committees: Membership, Initiation, Program, and Social Activities. In addition to these committees, the President shall also appoint the membership of the following committees: Fund Raising, Publicity and Tutoring. The chairperson of each committee shall call meetings of the committee.

Section 2. Membership Committee. The Membership Committee shall secure a list of the possible candidates from the University Registrar for the fall and spring elections and maintain records of the status of members, i.e. active, inactive, suspended, and expelled.

Section 3. Initiation Committee. The Initiation Committee shall arrange for the formal initiation to be held after election each semester and work with the Social Activities Committee to arrange the banquet following initiation.

Section 4. Program Committee. The Program Committee shall continue current service projects as well as initiate new ones. The committee shall generate a report for each project detailing the service provided and the benefit as stated in the Purpose of the Chapter.

Section 5. Social Activities Committee. The Social Activities Committee shall, in cooperation with the Initiation Committee, arrange the banquet following initiation. In addition, the committee shall arrange any other social events such as the Chapter shall decide.

Section 6. Fund Raising Committee. The Fund Raising Committee shall arrange all fund raising projects and events in accordance with the rules and regulations of Cleveland State University’s Department of Student Life.
Section 7. Publicity Committee. The Publicity Committee shall be responsible for educating freshman and sophomore students of the Fenn College of Engineering as well as the university and community as to the goal of the Chapter.

Section 8. Tutoring Committee. The Tutoring Committee shall be responsible for matching up tutors with students in need. At the discretion of the Chairperson, with approval of five-sevenths of the Advisory Board, a fee may be collected for tutoring services.

Article VI

Section 1. Finances. The expenses of the Chapter shall be borne by initiation fee, and by such dues and prorated assessments as may be voted upon by the Chapter. A majority vote of the total active membership shall be required to change any fees, or dues or levy any assessment. Within one week, the corresponding secretary shall inform the Secretary-Treasurer of the Association concerning changes in the amounts of these dues and assessments.

Section 2. Expenditures. Authorized expenditures shall be paid as directed by the President with the signature of the Treasurer in accordance with the rules and regulations of Cleveland State University’s Department of Student Life.

Section 3. Initiation Fee. The Initiation Fee shall be of an amount set by the Advisory Board. This amount shall include all national fees, the cost of one initiation banquet and any dues of the remaining portion of the term during which initiation takes place.

Section 4. Dues. The dues shall be of an amount determined by the Advisory Board, payable at the time of the spring and fall banquets.

Section 5. Budget. Following the Election of Officers, a committee composed of incumbent and elected presidents and treasurers shall, at the direction of the Advisory Board, prepare and operating budget for the coming year. This budget shall be submitted to the Chapter for approval by a majority vote at the first regular meeting in the fall. Any additional expenses not provided for by the budget must be approved by the Chapter, with the exception that the treasurer is authorized to advance a reasonable sum to the convention delegate to settle assessments by the Tau Beta Pi Association.

Section 6. Audit. Before the new officers assume office, at least one member of the Advisory Board shall audit the Chapter’s books.

Article VII

Section 1. Amendments. These bylaws may be amended by a three-fourths affirmative vote of the total active membership of the Chapter, subject to the approval of the Advisory Board. Proposed amendments must be submitted in writing to the Chapter at the next business meeting of the Chapter prior to bringing the amendment to a vote.

Section 2. Automatic Revisions. When any of these bylaws must be changed because of the revision(s) in the Constitution and Bylaws or the Convention Acts of the Tau Beta Pi Association, they shall automatically be changed to conform. When any of these bylaws must be changed because of revision(s) in the rules and regulations of the Fenn College of Engineering and/or Cleveland State University and/or the laws of the State of Ohio, they shall automatically be changed to conform and the Corresponding Secretary shall notify national headquarters of the change within one week.
The Fenn College of Engineering, The Cleveland State University, offers the following undergraduate degrees:

Undergraduate degrees:
Bachelor of Chemical Engineering BChE
Bachelor of Civil Engineering BCE
Bachelor of Electrical Engineering BEE
Bachelor of Industrial Engineering BIE
Bachelor of Mechanical Engineering BME
Bachelor of Science in Electronic Engineering Technology BSEE
Bachelor of Science in Mechanical Engineering Technology BSMET

With the exception of the degree Bachelor of Science in Mechanical Engineering Technology, all degrees are ABET EAC accredited. They would seem to satisfy items 1, 2 and 3.

The College also offers the following advanced degrees:

Graduate degrees:
Master of Science in Chemical Engineering MSChE
Master of Science in Civil Engineering MSCE
Master of Science in Electrical Engineering MSEE
Master of Science in Engineering Mechanics MSSEM
Master of Science in Industrial Engineering MSIE
Master of Science in Mechanical Engineering MSME

Doctor of Engineering: Deng

The advanced degrees would seem to satisfy item 3.
May 21, 2004

Eligible Curricula Approved

President, OH E 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: OH E Chapter file
    James D. Froula, Secretary-Treasurer
    Chief Advisor
    D7 Directors

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