CHAPTER BYLAWS
OHIO ETA CHAPTER
TAU BETA PI

BYLAW I General

Section 1. These bylaws govern the administration and operation of the Ohio Eta Chapter, of the Honor Society Tau Beta Pi, in all matters not specifically provided for in the Constitution and Bylaws of the Tau Beta Pi Association.

Section 2. In the event of conflict between these bylaws, and any rule or regulation of the United States Air Force (USAF) or Air Force Institute of Technology (AFIT), the rule or regulation will govern, and the president of the Chapter shall initiate such action as is required to remove the conflict.

BYLAW II Chapter Membership

Section 1. The active membership of this Chapter shall consist of all students who have been elected by the Chapter, and also any student members transferred into the Chapter, who indicate their desire to become fully active in Chapter affairs in writing.

Section 2. Tau Beta Pi alumnus members assigned to AFIT or any local USAF activity shall be eligible for active membership as specified in the Constitution, Article VI, Section 1.

BYLAW III Officer Elections

Section 1. Officer elections shall take place each year in the month of January.

Section 2. A Nominating Committee consisting of two members shall be appointed by the president and will accept nominations from the floor. Officer elections shall be conducted by the Nominating Committee. Three-fourths of the active membership shall be required for election. The chairman of the Nominating Committee shall be in charge of collecting and counting the votes.

Section 3. In the event no nominee for a particular office receives a majority of votes on the first ballot, a second vote shall be held between the two leading candidates, and the winner shall be the candidate receiving a simple majority. In the event the second vote leads to a tie, the current officers will jointly decide on the winning candidate.

Section 4. New officers shall take office immediately after the election meeting.

Section 5. Except for the office of president, if an office becomes vacant between elections, a special election shall be held at the next meeting to fill the vacancy. In the case of the president, the vice-president shall fill the vacancy and an election shall be held at the next meeting to fill the office of vice-president.
Section 6. An individual may hold as many as two Chapter offices (other than the office of president), but will have only a single vote in any chapter meeting.

Section 7. Due to circumstances affecting the dates of entering students, it may be necessary to extend the term of office for one or more chapter officers.

BYLAW IV Member Elections

Section 1. A two-member Initiation Committee shall be appointed by the President. Normally this committee shall be composed of the vice-president and an assistant TBD.

Section 2. New member elections shall be held within thirty days of the beginning of the third and fifth quarters following a new AFIT/EN Masters class' arrival. Upon approval of the Tau Beta Pi Executive Council, a waiver to this requirement may be obtained due to exceptional circumstances.

Section 3.
(a) Masters students academically in the top fifth of Masters students within the eligible degree programs identified in Section 5 of this Bylaw who have completed at least two quarters shall be considered academically eligible. Additionally, the character of each must meet the standards of Tau Beta Pi as outlined in the Eligibility Code of the Tau Beta Pi Association.

(b) A three-fourths majority of the active membership shall be required to approve a Masters student for membership.

Section 4.
(a) Doctoral students shall be considered for membership via written recommendation from the student’s research committee chairman. A letter explaining Tau Beta Pi and its academic membership standards shall be sent to the student’s pro-tem or research advisor at the same time as the elections proscribed in Section 2 of this Bylaw. The letter will ask the advisor to determine if the student is doing work worthy of admission to Tau Beta Pi. Qualifying work shall include either a G.P.A. > 3.5 in his or her doctoral course work or the demonstrated potential to make contributions in their field of engineering or applied science. Doctoral students must also complete a minimum of 24 quarter hours of Ph.D. coursework and obtain full-time residence for at least 3 quarters. Those students who have been recommended by their research committee chairman shall be eligible, providing the character of each meets the standards of Tau Beta Pi as outlined in the Eligibility Code of the Tau Beta Pi Association.

(b) A three-fourths majority of the active membership shall be required to approve a Doctoral student for membership.
Section 5. The following list indicates all current eligible Masters and Doctoral programs by department. Any new engineering or scientific program created after ratification of these by-laws, provided the curriculum contains sufficient engineering courses (over 50% of course material), shall be reviewed for membership eligibility.

Department of Aeronautics and Astronautics (ENY)
- M.S. in Aeronautical Engineering (GAE) - ABET
- M.S. in Astronautical Engineering (GA)
- M.S. in Materials Science (GMS)
- M.S. in Systems Engineering (GSE)
- M.S. in Space Systems (GSS) - formerly M.S. in Space Operations (GSO)
- Ph.D. in Aerospace Engineering (DSY)

Department of Electrical and Computer Engineering (ENG)
- M.S. in Computer Engineering (GCE) - ABET
- M.S. in Computer Science (GCS)
- M.S. in Electrical Engineering (GE)
- M.S. in Information Assurance (GIA)
- Ph.D. in Electrical or Computer Engineering (DSG)

Department of Engineering Physics (ENP)
- M.S. in Applied Physics (GAP)
- M.S. in Electro-Optics (GEO)
- M.S. in Material Science (GMS)
- M.S. in Nuclear Engineering (GNE) - ABET
- Ph.D. in Engineering Physics (DSP)

Department of Operational Sciences (ENS)
- M.S. in Operations Research (GOR)
- Ph.D. in Operations Research (DSS)

Department of Systems and Engineering Management (ENV)
- M.S. in Engineering Management (GEM)
- M.S. in Environmental Engineering and Science (GES)
- Ph.D. in Systems and Engineering Management (DSV)

Section 6. If any student is rejected for membership for a specific reason, the reason for rejection will be made known to the next body of chapter officers. However, the student shall not automatically be disqualified for membership at a later date. Notification to the student of non-election will be made in writing.

Section 7. Each electee shall be required to notify the president, in writing, of his or her acceptance.
BYLAW V Finance and Assessments

Section 1. The expenses of the Society shall be borne by the initiation fee and by such dues and pro rata assessments as may be voted by the Chapter. A majority vote of the total active membership shall be required to change fees or dues or to levy any assessments.

Section 2. Expenditures other than those of less than $15.00 (which may be made from petty cash) shall be made by check, signed by the treasurer or the president. Petty cash vouchers must be retained for at least three years. Receipts must be written for all money received and must be retained for at least three years.

Section 3. A sum of no more than $25.00 may be kept in petty cash.

Section 4. At the discretion of the Advisory Board, one member of the Advisory Board may audit the Chapter’s financial records immediately following each election or re-election of the treasurer.

Section 5. Any candidate who is unable to pay the initiation fee at the time of the initiation may, with the consent of the president, withhold payment for thirty days. If the initiation fee is not received by the end of the thirty days, and if the non-payment is solely due to financial inability, Chapter funds may be used to pay the fee. If the non-payment is for some reason other than financial inability, the candidate may be initiated anytime within five years of election upon review of the case by the Chapter and payment of the initiation fee.

BYLAW VI Committees

The President shall establish and appoint members to any committees deemed necessary or desirable by the Chapter.

BYLAW VII Amendments

These bylaws may be amended by a three-fourths vote of the total active Chapter membership, subject to approval by the Advisory Board.

BYLAW VIII Ratification

These bylaws become effective when accepted by a three-fourths majority of the Chapter members.
September 23, 2004

Eligible Curricula Approved

President, OH Eta Chapter

The eligible curricula listed in the amended bylaws submitted by your chapter in compliance with Constitution Article VIII 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 Eta Chapter file
James D. Froula, Secretary-Treasurer
Chief Advisor
D7 Directors