

TAU BETA PI ASSOCIATION
INCORPORATED

NATIONAL ENGINEERING HONOR SOCIETY
MEMBER OF ASSOCIATION OF COLLEGE HONOR SOCIETIES

PENNSYLVANIA DELTA CHAPTER
UNIVERSITY OF PENNSYLVANIA
PHILADELPHIA, PA 19104

CHAPTER BYLAWS

ARTICLE I: Purpose

Section 1. These Bylaws shall govern the proceedings of this Chapter in all matters not specifically provided for in the Constitution and Bylaws and Eligibility Code and in the Convention Acts and Rules of the Tau Beta Pi Association.

ARTICLE II: Officers

Section 1 The Chapter President shall be the primary liaison to National Headquarters and shall serve as the delegate to the National Convention. If he or she is unable to attend, the President must appoint an alternate. The President shall conduct all meetings and lead in planning all Chapter activities and events. He or she shall also be responsible for all online reporting requirements.

Section 2 The Chapter Vice-President shall take over any of the duties of the President if he or she cannot fulfill those duties. The Vice-President shall be the primary liaison to the Advisory Board and the School of Engineering and Applied Science.

Section 3 The Chapter Treasurer shall be the primary manager of the Chapter bank account. He or she shall manage all Chapter funds obtained through the Engineering Student Activities Council (ESAC) and outside donations. The treasurer shall maintain a working relationship with ESAC by attending all general body meetings including the Treasurer's Training meeting.

Section 4 The Chapter Secretary shall record minutes at both general body and executive board meetings and promptly distribute them to all Chapter members. He or she shall maintain and update the Chapter's listservs and website.

Section 5 The two Chapter Initiation Chairs shall submit a proposal to the officers no later than two weeks after the start of each semester, detailing the initiation schedule for the term. They shall also plan all initiation matters including community service events, social events, initiation ceremony, and banquet.

Section 6 The Chapter Public Relations Chair shall coordinate the activities to promote Chapter awareness and to maintain alumni relations. He or she shall seek corporate sponsorship of Chapter events.

Section 7 The nominations for officers will be taken from the floor and must be seconded. Each nominee will speak on his or her behalf and vacate the room before discussion ensues. After each discussion, they shall return and participate in the secret ballot vote. The order of nominations and elections shall be: President, Vice-President, Treasurer, Secretary, Initiation Chairs, and Public Relations Chair.

Article III: Meetings

Section 1 General body meetings shall be held at least once each month during the academic year or at the discretion of the President.

Section 2 Executive board meetings shall be held at least twice each month during the academic year or at the discretion of the President.

Section 3 The President shall be required to call a special meeting upon the written request of the Advisory Board or of five active members of the Chapter.

Article IV: Committees

Section 1 At the first regular meeting of the term, the President shall appoint committees in accordance with Bylaw 5.02 and any other committees that may be necessary.

Section 2 The President shall appoint the Chairman or Chairwoman of each committee.

Section 3 The President shall be an ex-officio member of each committee; the Treasurer shall be an ex-officio member of all committees involving the budget.

Article V: Membership

Section 1 The eligible undergraduate curricula shall be

- Bioengineering
- Chemical and Biomolecular Engineering
- Computer Science and Engineering
- Computer and Telecommunications Engineering
- Electrical Engineering
- Materials Science and Engineering
- Mechanical Engineering and Applied Mechanics
- Systems Science and Engineering

Section 2 The eligible graduate curricula shall be

Ph.D. Programs:

- Bioengineering
- Chemical and Biomolecular Engineering
- Electrical and Systems Engineering
- Materials Science and Engineering
- Mechanical Engineering and Applied Mechanics

Masters' Degree Programs

- Chemical and Biomolecular Engineering
- Electrical Engineering
- Materials Science and Engineering
- Mechanical Engineering and Applied Mechanics
- Systems Science and Engineering

Section 3 Election of new members shall be held in the fall and/or spring semester(s) as soon as possible after grades from the previous term become available. For initiation in the Fall semester, students with 30+ c.u. will be considered seniors, and those with 20+ juniors. For the spring semester, students with 35+ c.u. will be considered seniors, and those with 25+ juniors. The top 1/5 of all seniors are eligible for election, if they have not already been asked. The top 1/8 of juniors are eligible. The members of the Advisory Board shall be notified at least one month before each election and initiation.

Section 4 Exemplary Character Evaluation

- a. The Chapter members shall meet the scholastically eligible candidates at two information sessions held no later than four weeks into each semester where the candidates shall be introduced to the purpose and activities of Tau Beta Pi.
- b. The Chapter members shall be asked to make recommendations on the candidates that they met during the information sessions at the Chapter's election meeting.
- c. In the event that a candidate cannot attend either meeting, he or she will be interviewed by a specially appointed committee. The committee shall make recommendations on each candidate interviewed to the Chapter at the election meeting.

Article VI: Voting Procedure

Section 1 At the time of election, the Eligibility Code shall be read first.

Section 2 The election of senior candidates shall precede the election of junior candidates. Each name shall be presented in alphabetical order for discussion and shall be voted on before the following name is considered.

Section 3 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.

Section 4 No student who fails election on the second ballot shall be considered further unless twenty-five percent of the members present request it.

Section 5 No student 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.

Article VII: Pledge Duties

Section 1 Each pledge shall be required to participate in activities approved by the Chapter officers. See Bylaw 7.01 and 7.02.

Section 2 Each pledge shall be required to read the Constitution and Bylaws and Eligibility Code of the Association and these Bylaws.

Article VIII: Fees

Section 1 The initiation fee shall be determined by the Chapter officers.

Section 2 The fee shall be paid not later than two full weeks before initiation.

Section 3 An electee shall not be initiated without paying the initiation fees in full.

Article IX: Amendments:

Section 1 Amendments to the Bylaws of the Chapter shall be submitted to the President and shall be read by him to the Chapter. They shall not be voted upon for at least one full week after the reading.

Section 2 The amendments shall be passed by a three-fourth affirmative vote of the total active membership of the Chapter.