Bylaws of the Texas Lambda Chapter
Of
The Tau Beta Pi Association

Bylaw I-General

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

Section 2. This Chapter shall conform to such rules and regulations of Texas A&I University in Kingsville and the College of Engineering as may apply to honor societies.

Section 3. In the event of conflict between the Constitution and Bylaws of the Tau Beta Pi Association, Inc., and the rules and regulations of Texas A&I University in Kingsville and/or the College of Engineering, the rules of the University and/or the College of Engineering shall prevail, and the Secretary-Treasurer of the Association shall be notified of the circumstances of the conflict.

Section 4. 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 illustrated by 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. TLB-1, 4-Texas Lambda Chapter Bylaw I, Section 4.

Bylaw II-Government and Officers

Section 1. The Chapter shall be composed of members chosen from among eligible students and alumni on the bases 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" of this Chapter 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 a President, Vice President, Recording Secretary, Corresponding Secretary, and Cataloger, who shall be active members of the Chapter; a Treasurer, who may be an active member of the Chapter or a member of the faculty; and four alumni advisors, preferably elected from among the faculty of the College of Engineering. Prerogative to establish special chapter offices or to combine existing offices is left to the advisory council.
Section 4. The Advisory Board of the Chapter shall be composed of the President, Vice President, Corresponding Secretary, and four alumnus members of the Association. The Chairman of the Advisory Board shall be elected by its members at the first Board meeting of the year.

Section 5. Alumnus members of the Advisory Board shall serve four year terms, as specified in C-VI,7. All other officers shall serve for one year or until their successors are duly elected and installed.

Section 6. The duties of the officers shall be those usually performed by persons holding such offices, those prescribed by the Constitution and Bylaws of the Association, and those prescribed in these Bylaws or by Chapter action.

Section 7. The President shall be this Chapter's delegate to the Convention of the Association. The other officers shall be alternate delegates, in the order given in TLB-II,3.

Section 8. 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 specific duties for which each is responsible. A copy of each list shall be placed in the Recording Secretary's notebook and in the President's Book.

c. The Recording Secretary shall see that each candidate accepting election receives copies of The Constitution and Bylaws and Eligibility Code of The Tau Beta Pi Association, Information About Tau Beta Pi, these Bylaws, and such other material as the chapter may deem desirable.

d. The Corresponding Secretary shall notify each active member and advisor of the time, place, and purpose of each regularly scheduled meeting at least one week in advance of the meeting.

e. The Corresponding Secretary shall serve as Secretary of the Advisory Board.

f. The President and Vice President shall meet with the Dean of the College of Engineering early in the fall semester to discuss ways in which the chapter may be of service. A summary of these discussions of service shall be reported to the chapter.

g. The President and the Corresponding Secretary shall establish contact early in the fall with officers of neighboring chapters in the interest of cooperation and the discussion of mutual problems.
Bylaw III—Meetings

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

Section 2. The following regular meetings shall be scheduled and held once in the fall and once in the spring semesters: Preliminary Consideration of Candidates, Election of Candidates, Initiation of Electees, and one general meeting of a social, literary, or technical nature.

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

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

Section 5. The first meeting of the Fall and Spring semester shall be held within three weeks of the first class day.

Section 6. The officers shall present a complete calendar of the regular meetings of the Chapter for the semester to the active members for their approval no later than the second regular meeting of the semester.

Section 7. Notices sent to the active members and alumnus advisors announcing meetings shall clearly state the time, place, and purpose of the meeting.

Section 8. Business meetings, other than the Election Meeting, shall last no longer than two hours, unless extended by an affirmative vote of three-fourths of the active members present. The order of business at these meetings shall be as follows:

a. Roll call
b. Minutes of the previous meeting
c. Reports of officers
d. Reports of committees
e. Unfinished business
f. New business
g. Adjournment

Section 9. Attendance of active members shall be required at all regular, scheduled meetings of the Chapter, unless excused by the President for reasons which he judges to be good and sufficient. A member who must miss a regular, scheduled meeting shall submit his reasons to the President, in writing, before the next regular, scheduled meeting. The President shall submit a copy of this request and the decision to the cataloger.
Section 10. The President shall call a meeting of the Advisory Board at the beginning of each semester to discuss Chapter activities for the semester. The minutes of each Advisory Board meeting shall be read at the following regular meeting of the Chapter. Additional meetings of the Board may be called by any of its members or upon written request to the Chairman of the Board signed by 20% of the active members of the Chapter.

Section 11. A quorum for the consideration of routine business shall be a majority of the active membership of the Chapter; for the election of new members, for changing the initiation fee or Chapter dues, for passing an assessment on the members of the Chapter, for amending the Chapter Bylaws, and for approval or disapproval of a proposed amendment to the Constitution of the Association, a quorum shall be three-fourths of the active membership; for the election of officers, the quorum shall be two-thirds of the active membership. A quorum for an Advisory Board meeting shall be five members of the Board.

Bylaw IV-Committees

Section 1. Subject to the provisions of B-V, 5.02, the President shall appoint the chairmen and members of the following committees: Membership, Initiation, Program, Social Activities, Barbeque (in the event that a barbeque is held in conjunction with Engineer's Week), and other such committees as the chapter shall desire to establish. Appointments to standing committees shall be made at the next Chapter meeting following each initiation of new members.

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 term become available.

Section 2. All the provisions of C-VIII and B-VI shall be strictly followed.

Section 3. Scholastically eligible day students in the following curricula shall be considered for membership in this Chapter: Chemical Engineering, Civil Engineering, Electrical Engineering, Mechanical Engineering, General Engineering, and Natural Gas Engineering.

Section 4. Night students, pursuing equivalent curricula to those named in TLB-V, 3 may be considered for membership in this Chapter, subject to the provisions of C-VIII, 2(a). However, such students shall be considered separately from day students and no such student shall be considered more than twice as a junior or more than twice as a senior. [See C-VIII, 2(a)].
Section 5. Transfer students shall be eligible for consideration at the third regular election after their registration. Such students may be eligible at the second regular election after their registration, provided the consent of five-sevenths of the Advisory Board is obtained.

Section 6. The cases of students whose scholastic eligibility is in doubt because of irregularities in standing or curriculum shall be determined by the Advisory Board of the Chapter.

Section 7. The Chapter may elect to specify scholastic requirements higher than those stated in C-VIII.

Section 8. The Membership Committee shall periodically consult with the chairmen of the various engineering departments to determine the names of graduate students, alumni, faculty members, and others who may be eligible for membership under the provisions of C-VIII, 3-6.

Section 9. New members of the Chapter shall be elected from among the scholastically eligible candidates on the basis of character as enunciated in the Eligibility Code of the Association. In order to determine whether candidates for membership in Tau Beta Pi exhibit exemplary character, one or more procedures shall be followed:

A. Active Member Committee

Those members, who have been chosen to do so, shall seek out and identify candidates, who are not known to the general membership, and shall discreetly meet with the candidates so as to be able to advise the general membership as to the candidate's character and suitability for membership. The candidates for membership shall not be informed as to the purpose of the meeting.

B. Informal Orientation Meeting

In order to increase organizational recognition in the College of Engineering and to give the members a chance to meet those students interested in Tau Beta Pi membership, a publicized public meeting of the organization will be held prior to the election of new members. This meeting may be in the form of a presentation of information about the organization or an informal gathering of interested parties.

C. Faculty Evaluation

The officers of the organization shall contact faculty members, especially members of Tau Beta Pi, in order to obtain a character evaluation of the candidates for membership. The information thus obtained is to be made available to the active members prior to the election of the new members.
Section 10. The election of members shall be by secret ballot and by three-fourths of the active membership of the Chapter. (See TLB-II,2 and TLB-III,11.) The Eligibility Code shall be read by the President at the election meeting.

Section 11. The President shall direct the Membership Committee to have sufficient letters of notification of election prepared in advance of the Election Meeting. These letters shall be signed by the President, addressed to the electees, and mailed within 24 hours of the end of the Election Meeting.

Section 12. All members shall keep the election results in absolute confidence so that no candidate shall learn of his 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 13. At the first meeting of electees, the President shall explain the requirements, objectives, and activities of the Association and of the Chapter. Those electees desiring to accept election shall formally state their acceptance, in writing, in a letter addressed to the President.

Section 14. Each electee who refuses election for financial reasons shall be interviewed by the Advisory Board, as required by C-VIII,10(a).

Section 15. Each electee shall be required to take part in an activity recommended or approved by the Chapter officers to foster a spirit of liberal culture. This activity may take the form of a project and/or the writing of an essay, as specified in B-VIII, 7.01. They shall also be required to read the Constitution and Bylaws of the Association and these Bylaws.

Section 16. The Chapter may assign additional duties to electees, subject to the provisions of B-VII,7.02.

Bylaw VI—Election and Installation of Officers

Section 1. The President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Cataloger, (special officers, if any), and an alumnus member of the Advisory Board shall be elected in the spring semester.

Section 2. Nominations for officers shall be made by two nominating committees appointed by the President. Each committee shall nominate one candidate for each office. Additional nominations may be made from the floor at the Election of Officers Meeting. Reports of the nominating committees shall be made at a scheduled Chapter meeting, or by mail to the active members, at least one week prior to the Election of Officers Meeting.

Section 3. The election of officers shall be by secret ballot. Two-thirds of the active membership shall
Amendment to Bylaw V

An addition section is added to Bylaw V as follows:

Section 17. The format for the election of new members shall be in accordance with the traditional voting procedure. This procedure is as follows:

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

b. The election of senior candidates shall precede the election of junior candidates. Each name shall be presented in order of decreasing class rank for discussion and shall be voted on before the following name is considered, completed ballots shall be collected after the voting on the group has been completed.

c. 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.

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

e. 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.

This section was amended to the Bylaws of the Texas Lambda Chapter of Tau Beta Pi on February 20, 1980.

Signed:

[Signature]

President of Texas Lambda

[Signature]

Chief Faculty Advisor
constitute a quorum for the Election of Officers Meeting, and a majority of this quorum shall be required for election. If no nominee receives a majority on the first ballot, a second ballot shall be taken between the two leading candidates.

Section 4. If any office becomes vacant between regular elections, a special election shall be held at the next meeting to fill the vacancy. The officer elected shall serve until the next regular election.

Section 5. The Chapter Officer Installation Procedure given in the President’s Book shall be employed to install the new officers.

Bylaw VII—Finances

Section 1. The expenses of the Chapter 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 active membership shall be required to change any fees or dues or to levy any assessment. (See TLB-II, 2 and TLB-III, 11.) Within one week the Corresponding Secretary shall inform the Secretary-Treasurer of the Association concerning changes in amounts of the initiation fees, dues, or assessments.

Section 2. The initiation fee shall not exceed $40.00. The specific amount to be charged shall be set during the first Chapter meeting in the fall semester of each year. (See TLB-VII, 3.) The initiation fee shall include the national initiation fee, the national Convention assessment, and the cost of one initiation banquet. It shall be paid in advance of the initiation.

Section 3. Shortly after the Election of Officers Meeting a committee composed of the President, President-elect, Treasurer, and Treasurer-elect shall prepare an operating budget for the next year. This budget shall be submitted to the Chapter for approval by a majority vote at the first regular meeting in the fall semester. The budget shall include a recommended amount for the initiation fee to be charged during the year. Any additional expenses not provided for by the adopted budget must be approved by the Chapter, except that the Treasurer shall be authorized to advance to the Convention delegate a sum sufficient to cover expenses he expects to incur in attending the annual Convention of the Association.

Section 4. The Chapter shall use the official bookkeeping system of the Association (except as provided in B-V, 5.03(e)2).

Section 5. There shall be at all times a balance of at least $50.00 in the Chapter treasury. A sum of no more than $10.00 may be kept in petty cash.
Amendment to Bylaw VII

Bylaw VII, section 2 was amended to read:

Section 2. The initiation fee shall include the national initiation fee, the national Convention assessment, and the cost of one initiation banquet. It shall be paid in advance of the initiation.

This section of the bylaws was amended by the Texas Lambda Chapter of Tau Beta Pi on February 8, 1982.

Signed:

[Signature]
President of Texas Lambda

[Signature]
Chief Faculty Advisor
Section 6. Expenditures in excess of $10.00 shall be made by check, signed by the Treasurer or by the President.

Section 7. The Chapter's fiscal year shall be June 1 to May 31.

Section 8. Immediately following the end of the Chapter's fiscal year, at least one alumnus member of the Advisory Board (but not the Treasurer if he is a faculty member of the Board) shall audit the books. Following the audit, the Treasurer with the aid of the Treasurer-elect, shall file the required information return with the District Director of Internal Revenue.

Bylaw VIII-Discipline

Section 1. It is the intent of this disciplinary Bylaw to impress the membership with the seriousness of the purpose of this Chapter and of the Tau Beta Pi Association, and to enable the officers and dedicated members of this Chapter to accomplish its necessary business in a manner not inconvenienced or encumbered by a possible lack of interest upon the part of a few members.

Section 2. Discipline shall be in accordance with C-IX, §&§.

Section 3. A uniform system of fines for habitual absence or tardiness may be established each year in which it is desired by the Chapter. A majority vote of the active membership shall be required to establish this system of fines for a period of one year. (See TLB-II,2 and TLB-III,11.)

Bylaw IX-Records and Equipment

Section 1. All permanent records of the Chapter shall be kept accurate and up-to-date.

Section 2. The initiation equipment shall be maintained in good order and in a secure manner by the President, and the Ritual and its related materials shall be kept up-to-date and under lock and key, when not in use.

Section 3. All records and an inventory of all physical equipment owned by the Chapter shall be turned over to the new officers at the Installation of Officers Meeting.

Section 4. The Charter of this Chapter shall be framed under glass and prominently displayed at a location determined by the Dean of Engineering.
Section 5. All records of this Chapter shall be open for inspection to any member of the Association, and to any official of the University who has received approval from the Advisory Board, except that the Ritual may not be inspected by non-members of the Association.

Bylaw X-Suspension of the Bylaws

Section 1. These Bylaws may be suspended only by a three-fourths affirmative vote of the active membership of the Chapter and by a four-sevenths affirmative vote of the Advisory Board, as provided in C-VI, 5.

Bylaw XI-Amendments

Section 1. These Bylaws may be amended by a three-fourths affirmative vote of the active membership of the Chapter, subject to the approval of the Advisory Board, as provided in C-VI, 7(b). (See TLB-III, 11).

Section 2. The Corresponding Secretary shall send a copy of the Bylaws, as amended, to the Secretary-Treasurer of the Association within two weeks after an amendment is adopted.

Bylaw XII-Enactment

Section 1. These Bylaws were adopted by vote of this Chapter and its Advisory Board and became effective on

(Date) They were last amended on

(Date) February 8, 1982

Signed (President) Signed (Advisory Board Chairman)
Amendment to Bylaw V

Bylaw V (Election of New Members) Section 3 was amended to read:

Scholastically eligible undergraduate students in the following ABET accredited curricula shall be considered for membership in this Chapter:

Chemical Engineering
Civil Engineering
Electrical Engineering
Mechanical Engineering.

Scholastically eligible graduate students in the following graduate curricula shall be considered for membership in this Chapter:

Chemical Engineering
Civil Engineering
Electrical Engineering
Environmental Engineering
Industrial Engineering
Mechanical Engineering
Natural Gas Engineering.

This section was amended to the Bylaws of the Texas Lambda Chapter of Tau Beta Pi on March 16, 2004.

Signed
Marie Herzig
TXL President