

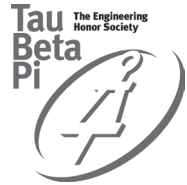
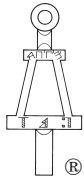


**THE ARTICLES OF
INCORPORATION,
CONSTITUTION,
BYLAWS, AND
ELIGIBILITY CODE**

**THE TAU BETA PI
ASSOCIATION, INC.**

TBP

2018



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THE ELIGIBILITY CODE
OF
THE TAU BETA PI ASSOCIATION
(Adopted by the 1926 Convention)

In order that there may be a more uniform basis for selection of members for Tau Beta Pi, these suggestions are offered. It is expected that a copy of this statement be given each active member before every election, and it may at times serve as a general expression of our policy in the selection of members.

It is the purpose of the Society to mark in a fitting manner those who have conferred honor upon their alma mater by distinguished scholarship and exemplary character as students, or by their attainments as alumni.

Distinguished scholarship, while the primary requisite for admission, must not be considered the sole criterion.

After the scholastic requirements have been fulfilled, the selection shall be based on integrity, breadth of interest both inside and outside of engineering, adaptability, and unselfish activity.

We consider that true integrity is the *sine qua non* for membership in Tau Beta Pi, that it transcends in importance scholarship, activity, and every other qualification. Without private and public integrity, we believe that no organization is worthy of existence. Under integrity, we include honor and high standards of truth and justice.

Breadth of interest sufficient for eligibility in this Association will enable people to maintain their positions in their community by the exercise of qualities other than engineering ability.

True engineers must be able to adapt themselves ingeniously to all circumstances and conditions, making them conform to the desired purpose.

The rating of people on the degree of unselfish activity manifested, is intended to indicate that Tau Beta Pi believes that none can become worthy engineers without the welfare of associates, organizations, and the community at heart. It is furthermore expected that they display willingness to aid and assist in worthy causes by their actual campus record. However, the fact that people may not have shown unselfish activity to an appreciable degree throughout their courses of study is no infallible indication that they would not if the opportunity offered. The most conspicuous illustrations of this are those students who are self supporting, for which due allowance must be made and due credit given. In fine, it is in this capacity for the unstinted giving of their best, without thought of remuneration, that we believe lies one of the most sensitive tests for determining candidates' rights to bear the name and wear the Bent of Tau Beta Pi.

THE ARTICLES OF INCORPORATION OF THE TAU BETA PI ASSOCIATION

Pursuant to the provisions of Tennessee Code § 48-60-105, the undersigned corporation hereby adopts the following as its Amended and Restated Charter:

SECTION 1. **Name.** The name of the Corporation is The Tau Beta Pi Association.

SECTION 2. **Registered Office and Registered Agent.** The name and complete address of the Corporation's registered agent and office in Tennessee is as follows:

Curtis D. Gomulinski
508 Dougherty Engineering
1512 Middle Drive
Knoxville, TN 37996-2215

SECTION 3. **Fiscal Year Month Close.** July.

SECTION 4. **Period of Duration.** Perpetual.

SECTION 5. **Effective Date.** Effective when filed by the Secretary of State.

SECTION 6. **Not for Profit.** The Corporation is not for profit.

SECTION 7. **Public Benefit, Etc.** (a) The Corporation is a public benefit corporation.

(b) The Corporation is not a religious corporation.

(c) The Corporation will have members.

SECTION 8. **Principal Office.** The complete address of the Corporation's principal office is:

508 Dougherty Engineering
1512 Middle Drive
Knoxville, TN 37996-2215

SECTION 9. **Name and Complete Address of Incorporator.**

Curtis D. Gomulinski
508 Dougherty Engineering
1512 Middle Drive
Knoxville, TN 37996-2215

SECTION 10. **Distribution Upon Dissolution.** The directors may dissolve the Corporation voluntarily by distributing the assets of the Corporation in accordance with a plan of distribution whereby the assets are distributed exclusively to one or more organizations which are not for profit and which are engaged in activities which are consistent with one or more of the charitable or educational purposes of the Corporation and which are exempt organizations under the provisions of Section 501(c)(3) of the Internal Revenue Code.

SECTION 11. **Other Provisions.** (a) The general purposes for which the Corporation is formed are charitable and educational within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986.

(b) Specifically, the Corporation was formed to mark in a fitting manner those persons who have conferred honor upon their alma mater by distinguished scholarship and exem-

plary character as undergraduates in engineering or by their attainments as alumni in the field of engineering, and to foster a spirit of liberal culture in engineering.

(c) The Corporation is constituted so as to accept substantial support from contributions, directly or indirectly, from the public and has not been formed for pecuniary profit or financial gain. No part of the net earnings of the Corporation shall inure to the benefit of any director or officer of the Corporation or any private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation for effecting one or more of its purposes), and no director or officer of the Corporation or any private individual shall be entitled to share in the distribution of the corporate assets upon dissolution of the Corporation. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this Charter, the Corporation shall not conduct or carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and its regulations or by an organization contributions to which are deductible under Section 170(b)(1)(A) of such Code and regulations.

(d) The property, affairs, and business of the Corporation shall be managed by its Executive Council (Board of Directors). The number of Executive Councillors (Directors) shall be specified in the Bylaws of the Corporation.

(e) Pursuant to Tenn. Code Ann. Section 48-52-102(b)(3), the directors of the Corporation shall have no personal liability to the Corporation or to its members for monetary damages for breach of fiduciary duty as a director; provided, however, that this provision shall not eliminate or limit liability of a director for any breach of a director's duty of loyalty to the Corporation or for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law, or for any violation of Tenn. Code Ann. Section 48-58-304 relating to unlawful distributions.

(f) Each member of the Executive Council, each member of the Trust Advisory Committee, and each officer, their heirs, executors, and administrators, shall be indemnified by the Corporation against the expenses reasonably incurred by such person in connection with any action, suit, or proceeding to which the person may be made a party by reason of serving or having served in such capacity, except in relation to matters as to which the person shall be finally adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of duties. Such expenses shall include the cost of reasonable settlement made with a view to curtailment of litigation, reasonable cost of employment of counsel, and the reasonable expense incurred in the preparation and trial of the litigation. The foregoing right of indemnification shall not be exclusive of other rights to which such person may be entitled as a matter of law.

(g) The provisions of this Charter are subject to amendment as provided under the laws of the State of Tennessee; provided, however, that no provision contained herein shall be changed, modified, or repealed in such manner as to be inconsistent with the objectives and purposes for which this Corporation is formed. The manner of amendment shall be specified in the Bylaws of the Corporation.

SECTION 12. Adoption. This Amended and Restated Charter was approved and duly adopted by the Corporation's Executive Council on March 19, 2017.

THE CONSTITUTION OF THE TAU BETA PI ASSOCIATION¹

PREAMBLE

The Tau Beta Pi Association was founded at Lehigh University in 1885 by Edward Higginson Williams, Jr.,² to mark in a fitting manner those who have conferred honor upon their Alma Mater by distinguished scholarship and exemplary character as students in engineering, or by their attainments as alumni in the field of engineering, and to foster a spirit of liberal culture in engineering colleges. To carry out the purposes and objects of this Association, we do hereby ordain and enact the following:

CONSTITUTION

Article I

Membership

SECTION 1. **Classification.** There is only one class of members in The Tau Beta Pi Association, hereinafter referred to as the Association. For convenience, members are referred to as undergraduates if they are undergraduate students, graduates if they are graduate students, and alumni if they are no longer in college or have received an undergraduate engineering degree.

SECTION 2. **Criteria.** Candidates for membership shall meet the Constitution's scholarship provisions and shall have exemplary character as enunciated in the Association's Eligibility Code.

SECTION 3. **Nondiscrimination.** All candidates for membership shall be considered regardless of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, military status, veteran status, or membership in other organizations.

SECTION 4. **Resignation.** A member shall be allowed to resign from the Association providing all insignia are returned and provided no disciplinary action is pending against the member. No refund shall be made.

SECTION 5. **Suspension and Expulsion.** (a) The Executive Council, hereinafter referred to as the Council (see Const. Art. X), may for just cause and on the recommendation of a member's initiating chapter (see Const. Art. V, Sec. 1) expel or suspend that member for a specified length of time not to exceed one year. The Council shall report its action and reasons therefor to the next Convention (see Const. Art. IX).

(b) A member suspended or expelled by the Council may appeal the case to the next Convention, and that member shall have the right to be heard by the Convention and to plead the member's own cause. The Convention shall affirm or modify the Council's action.

Article II

Eligibility

SECTION 1. **Program Eligibility.** (a) An engineering program is defined as one that

¹Incorporated in 1947 under laws of the State of Tennessee. Name registered in U.S. Patent and Trademark Office.

²Born in Proctorsville, Vermont, Sept. 30, 1849; died in Woodstock, Vermont, Nov. 2, 1933.

meets any of the following criteria and is listed in the chapter's bylaws (see Const. Art. VII, Sec. 4):

(1) Accredited by the Engineering Accreditation Commission (EAC) of ABET or recognized by any engineering-accreditation successor(s) to ABET or recognized by an ABET mutual recognition agreement as equivalent to such programs that are accredited in the United States;

(2) Administered by a unit (a department, school, or college) of engineering and has the same name as any program accredited as described in criterion (1); or

(3) Administered by a unit of engineering and includes the noun 'engineering' in its name.

(4) Approved by Convention under the requirements of Const. Art. II, Sec. 1(b).

Programs approved by Convention are specific to the appealing chapter.

(b) A chapter may appeal to the Convention the eligibility of programs that do not meet the criteria of subsections (1), (2), or (3) of Const. Art. II, Sec. 1(a), but meet all of the following:

(1) Administered by a unit of engineering of the institution;

(2) Received the three-fourths favorable vote of the active chapter membership eligible to vote thereon (see Const. Art. VII, Sec. 1); and

(3) Received the five-sevenths favorable vote of the chapter's Advisory Board (see Const. Art. VII, Sec. 11).

(c) A chapter may decide for itself by a three-fourths majority vote, subject to the five-sevenths approval of its Advisory Board, to exclude from eligibility all students of a particular program that, in the opinion of the chapter, is not an engineering program. Programs satisfying criterion (1) of Const. Art. II, Sec. 1(a) may not be excluded.

SECTION 2. Eligibility of Undergraduates. (a) To be eligible for membership as an undergraduate, a student shall be pursuing an undergraduate engineering program of the institution.

(b) Juniors who are scholastically in the upper eighth of all juniors of programs listed in the chapter's bylaws per Const. Art. II, Sec. 1 shall be eligible for membership.

(c) To be considered juniors, students shall be in the next-to-the-last year of their program or shall have completed the institution's requirements for junior standing. In institutions with a cooperative program, students may be regarded as juniors when fifty percent of the institution's specified undergraduate academic degree requirements have been completed.

(d) Seniors who are scholastically in the upper fifth of all seniors of programs listed in the chapter's bylaws per Const. Art. II, Sec. 1 shall be eligible for membership.

(e) To be considered seniors, students shall be in the last year of their program or shall have completed the institution's requirements for senior standing. In institutions with a cooperative program, students may be regarded as seniors when seventy-five percent of the institution's specified undergraduate academic degree requirements have been completed.

(f) A chapter may have a higher standard than that prescribed by the Constitution if the Council approves a petition for the amendment to the chapter's bylaws (see Const. Art. VII, Sec. 4).

(g) Only students who are pursuing a degree in an engineering program shall be counted in determining eligibility under subsections (b) and (d) above.

(h) Undergraduate students transferring from another institution shall not be eligible for membership until the third regular election (see Const. Art. III, Sec. 3) after their registration. Students subject to this subsection shall be eligible at the second regular election after their registration, provided the consent of five-sevenths of the Advisory

C-II, 2 (h)

Board is obtained and they meet the other requirements for election. Transfer students who are ineligible for membership should not be counted in determining the enrollment or the numbers of those who are eligible for membership.

(i) Students whose eligibility is in doubt because of irregular standing or curriculum in an engineering program shall be referred to the chapter's Advisory Board for the determination of the terms and times of eligibility.

SECTION 3. Eligibility of Graduates. (a) To be eligible for membership as a graduate, a student shall have completed at least one semester, one trimester, or two quarters in a graduate engineering program of the institution and shall have completed at least fifty percent of the degree requirements, including coursework and research, as determined by the student's primary academic advisor.

(b) Complete proof of a student's worthiness for membership shall be sent to Headquarters (see Const. Art. V, Sec. 3). Such proof shall include:

(1) Evidence of the student's scholastic eligibility, consisting of certification of the standing in the top fifth of the graduate class. If, and only if, class rank cannot be determined, a statement by a faculty member that the student is doing graduate work of the quality expected of a member shall be substituted for class-rank certification;

(2) A list of the degree(s) held by the student, the institution(s) which granted the degree(s), and the year in which each degree was granted; and

(3) A statement from the chapter's Advisory Board that it believes the student to be worthy of membership in the Association and approves the student's eligibility.

SECTION 4. Eligibility of Alumni. (a) Alumni of an engineering institution may be considered as candidates for membership if they:

(1) Graduated when a chapter did not exist at their alma mater and who would have been eligible had a chapter existed;

(2) Were eligible as students but were overlooked rather than considered and rejected by the chapter at their alma mater, or were eligible under the provisions of Const. Art. II, Secs. 2 or 3 but were not considered because of the scholastic rules of the chapter at their alma mater at that time;

(3) Were elected while students, but refused membership at that time.

(4) Were considered eligible as students at the last election held before graduation but were rejected at that time for reasons judged proper by the chapter at their alma mater. Alumni may be elected under this subsection only by a seven-eighths favorable vote of the chapter's active membership; or

(5) Were not eligible at the last election held before their graduation, but who graduated in the upper fifth of their class.

(b) The chapter desiring to consider candidates under subsection (2), (3), (4), or (5) of Const. Art. II, Sec. 4(a) who are not alumni of their institution shall secure from the chapters of the candidates' alma maters letters of release which shall state that, upon investigation, the latter chapters can find no objection to the proposed eligibility and waive their rights to consider the candidates as members of their chapters.

(c) All candidates considered under this section shall comply with the applicable provisions of Const. Art. II, Sec. 6.

SECTION 5. Eligibility of Eminent Engineers. (a) Alumni of engineering institutions who graduated more than ten years ago and who have achieved distinction for eminent attainments in engineering may be considered for membership.

(b) An engineer who is not a graduate of an engineering institution, who has had fifteen years of experience in the practice of engineering, and who has achieved distinction

for eminent attainments in engineering may be considered for membership.

(c) All candidates considered under this section shall comply with the applicable provisions of Const. Art. II, Sec. 6.

SECTION 6. Alumni and Eminent Engineer Eligibility Requirements. (a) To be considered for membership under Const. Art. II, Secs. 4 or 5, a candidate shall:

- (1) Be a person of character, ability, and integrity;
- (2) Have a continuous record of intellectual activity and attainment in engineering;
- (3) Be a person a student member of the Association would strive to become; and
- (4) Be a person who would add credit and honor to the Association.

The qualifications regarding attainment in engineering are not required of candidates who are otherwise eligible under Const. Art. II, Sec. 4(a)(1).

(b) Teaching professional engineering subjects shall be considered as professional engineering experience. Administrators with engineering training and experience whose duties include supervision of professional engineering work shall be considered as being engaged in the engineering profession.

(c) Complete proof of the candidate's worthiness, scholastic eligibility, professional engineering record where required, the desirability of bestowing membership, and the approval of the chapter's Advisory Board considering the candidate shall be sent to Headquarters for approval.

(d) At a new chapter's establishment, neither alumni nor eminent engineers shall be initiated unless the requirements of this section and of Const. Art. II, Secs. 4 or 5 shall have been complied with in all details for each candidate by the petitioning group acting as a chapter.

Article III

Election to Membership

SECTION 1. Exemplary Character Evaluation. (a) Each collegiate chapter shall have an exemplary character evaluation procedure as enunciated in the Eligibility Code, which shall include reading the Eligibility Code at the time of character evaluation, be submitted to and approved by the Council, and be contained in the chapter's bylaws.

(b) If the Council disapproves a chapter's procedure, it shall direct the chapter to follow a procedure the Council deems appropriate until the chapter's procedure is approved. The Council's decision may be appealed to the next Convention.

SECTION 2. Candidate Activities. (a) Each chapter shall require student candidates to participate in activities recommended or approved by the chapter officers to assess exemplary character or foster a spirit of liberal culture. Activities shall be limited to tasks and duties that are a test of a candidate's intellectual abilities and mentality rather than physical strength and endurance and shall not consume an inordinate amount of time to the possible detriment of required college work. Physical violence, offense to dignity or decency, or public exercises that demean the candidate in any way shall not be permitted. The expense of any candidate activity shall be carefully considered and not be prohibitory to the chapter or the candidate.

(b) If a candidate objects to the required duties and the chapter cannot resolve the objection, the candidate may appeal to the chapter's Advisory Board. If the candidate is not satisfied with the outcome, the candidate may contact a District Director (see Const. Art. XI, Sec. 6) to mediate and resolve the situation.

SECTION 3. Election. (a) All candidates for membership shall be elected by a collegiate chapter. An individual who has been elected to membership, but has not yet been

C-III, 3 (a)

initiated, shall be known as an electee.

(b) The election of all members shall meet the following requirements:

(1) The list of candidates being considered shall be approved prior to election by a Headquarters employee designated by the Executive Director (see Const. Art. XI, Sec. 4).

(2) The election shall be by secret ballot.

(3) Candidates shall be elected only by an affirmative vote of at least three-fourths of the active chapter membership eligible to vote thereon, who are present and voting affirmatively or negatively, except as provided for in Const. Art. II, Sec. 4(a)(4). In each case the total affirmative vote shall be a majority of the active chapter membership eligible to vote thereon (see Const. Art. VII, Sec. 1). In computing these ratios any fraction one-half or greater shall be counted as a whole number.

(c) Each collegiate chapter shall conduct a minimum of two elections and initiations each year provided there are scholastically eligible candidates who are not members. The Council may authorize deviations from this schedule on the Advisory Board's recommendation.

SECTION 4. Electee Activities. (a) Each chapter may require student electees to participate in activities subject to the provisions outlined in Const. Art. III, Sec. 2.

(b) Each electee shall be required to read the Constitution and Bylaws before being initiated.

SECTION 5. Election Revocation. (a) If an electee fails to complete any required activities or duties (see Const. Art. III, Sec. 4) or exhibits character that is less than exemplary, the chapter may revoke the election of that individual.

(b) Each chapter shall approve a procedure for the revocation of election. This procedure must include reading the Eligibility Code at the time of revocation, be submitted to and approved by the Council, and be contained in the chapter's bylaws.

(c) The revocation of election of any electee shall meet the following requirements:

(1) The revocation vote shall be by secret ballot.

(2) The election shall be revoked by an affirmative vote of at least three-fourths of the active chapter membership eligible to vote thereon, who are present and voting affirmatively or negatively, except candidates elected under the provisions of Const. Art. II, Sec. 4(a)(4) which require a seven-eighths affirmative vote. The minimum vote required for a revocation of election shall be a majority of the active chapter membership eligible to vote thereon (see Const. Art. VII, Sec. 1). In computing these ratios any fraction one-half or greater shall be counted as a whole number.

SECTION 6. Initiation Fees. (a) The Convention shall set the Association's initiation fee.

(b) Each chapter may decide to charge an additional initiation fee and any dues or assessments.

(c) An electee shall only be initiated after paying the initiation fees in full. This provision may be waived, with the Advisory Board's approval, for an electee who has signed a promissory note covering the initiation fees and any other indebtedness to the Association.

SECTION 7. Financial Inability. Whenever a student pleads financial inability to accept membership, the Advisory Board shall be notified, and if the Advisory Board establishes that a refusal is solely for financial reasons, the facts shall be communicated to Headquarters. The chapter may initiate such an electee at any time within five years of election.

Article IV

Initiation

SECTION 1. **Approval.** No electee shall be initiated without prior approval by a Headquarters employee designated by the Executive Director.

SECTION 2. **Ceremony.** Electees shall be initiated in a formal ritual ceremony (see Const. Art. XIV, Sec. 4) either by the chapter, by another chapter designated by the Executive Director, or by a group of members designated by the Director of Rituals (see Const. Art. XI, Sec. 5(d)) or the Council. Joint initiation ceremonies with fraternities, other associations, or societies are prohibited.

SECTION 3. **Roll Book.** Initiates shall sign their names in the chapter's Roll Book as a part of the initiation ceremony. Each Roll Book page shall have as a caption the pledge to support the Constitution and Bylaws and ideals of the Association.

SECTION 4. **Certificate and Badge.** Each initiate shall be given a membership certificate and a badge (see Const. Art. XIV, Secs. 2(c) and 2(e)).

SECTION 5. **Postponement.** Any postponement of an electee's initiation shall be approved by the Advisory Board.

(a) An electee who remains eligible may be initiated at the next regular initiation without re-election. Such an electee who graduates may be initiated without re-election within five years from the date of election.

(b) An electee who becomes ineligible and whose initiation has been postponed may be initiated at the next initiation without re-election.

(c) An electee who becomes ineligible and whose initiation has not been postponed needs to become eligible and be re-elected during a subsequent term to be initiated.

SECTION 6. **Initiation by Error.** If an ineligible person is initiated by error, the Council may cancel the membership and recall the person's official badge and certificate upon the recommendation of a majority of the chapter's active members and of its Advisory Board. In such cases, the Council shall report to the next Convention its action and reasons therefor. A member may appeal the Council's decision at that Convention, and the member shall have the right to be heard by the Convention and to plead the member's own case. The Convention's action shall be final.

Article V

Organization and Government

SECTION 1. **Chapters.** (a) The Association shall consist of collegiate chapters that have been established in colleges and universities and alumni chapters that have been established in convenient locations.

(b) The first collegiate chapter of each state or territory shall be designated by the Greek letter Alpha, the second by Beta, and so on, following the name of the state or territory where located. After the letter Omega is reached, naming shall continue as Alpha Alpha, Alpha Beta, and so on. International chapters shall be named in a similar fashion as deemed appropriate by the Council.

(c) An alumni chapter shall be known by the name submitted with the charter application, subject to the Council's approval.

(d) Unless its charter has been withdrawn or relinquished, a collegiate chapter is active if it has conducted an initiation of new members within the past five fiscal years. An

C-V, 1 (d)

inactive collegiate chapter shall petition for its charter to be restored per the provisions of Const. Art. VI.

(e) To be considered active, an alumni chapter shall pay its dues by April 1 of each year. An inactive chapter shall complete an application and make payment per the provisions of Const. Art. VIII, Sec. 1(a) to be reactivated.

SECTION 2. Districts. (a) The chapters shall be assigned to geographical districts (see Const. Art. X, Sec. 5(l)).

(b) Chapters shall cooperate with the director(s) of the district to which they are assigned, inform the director(s) of their activities, and participate in their district's activities (see Const. Art. XI, Sec. 6).

SECTION 3. Headquarters. The Association's Headquarters shall be located at its principal office.

SECTION 4. Governing Bodies. The Association shall be governed by the Convention and the Council. These two bodies shall control all matters and affairs pertaining to the Association as a whole but shall not interfere with any chapter's internal affairs, except in matters of discipline as hereinafter provided.

Article VI

Collegiate Chapter Establishment

SECTION 1. Eligibility Requirements. (a) Any regionally accredited college or university is eligible for a collegiate chapter when the following criteria are met:

(1) All or at least three of the institution's undergraduate engineering programs meet the requirements of Const. Art. II, Sec. 1(a)(1).

(2) The institution confers at least 40 engineering bachelor's degrees each year from programs meeting the requirements of Const. Art. VI, Sec. 1(a)(1), and the number of graduates is stable or increasing.

(3) A group of students has organized and operated a local society patterned after an Association chapter for at least two full years after the local society's establishment and installation of charter members. These students shall meet the eligibility standards outlined in Const. Art. II, Secs. 2 or 3.

(4) At least three faculty members are members of the Association.

(5) A majority of the engineering faculty are members of their respective technical, professional, scientific, or honor societies.

(b) Chapters may be established at colleges or universities that do not meet all the requirements of Const. Art. VI, Sec. 1(a) by the Convention on the Council's recommendation.

SECTION 2. Petition for Chapter. (a) A petition to establish a collegiate chapter may be made by a group of students and graduates when the requirements of Const. Art. VI, Sec. 1(a) are met. In addition to documenting compliance with those requirements, a petition shall include:

(1) A letter of intent explaining their interest in establishing a chapter.

(2) A pledge of their willingness to subscribe to and obey the Constitution and By-laws of the Association.

(3) A statement welcoming the chapter's establishment by the institution's administration.

(4) A statement certified by the institution's administration that each of the petitioners meets the eligibility requirements specified in Const. Art. II.

(5) The institution's current admission requirements.

(6) The number of weeks required to be spent on academic classroom and laboratory work for a degree in engineering.

(7) The length of the institution's curriculum for a degree in engineering.

(8) The number of engineering students in each of the engineering classes and the names and number of the engineering degrees awarded in each program during the last five years.

(9) Descriptions of the programs and courses offered and any other materials as may be available to assist the Council in reaching its decision.

(b) The Council shall review the petition and determine if the institution is qualified for an inspection. An inspection shall assess the petitioning society's qualifications for a Tau Beta Pi Chapter. An Inspection Committee shall be led by a Council member and should include members from neighboring chapters and Association Officials (see Const. Art. XI, Sec. 1). The Council shall report to the next Convention if an institution is not qualified for an inspection. The Convention may sustain the action of the Council, or it may vote to request the Council to proceed with an inspection in accordance with the Constitution.

(c) The Council shall consider the Inspection Committee's report and recommendation. Based on this information, the Council shall approve, conditionally approve, or disapprove a petition. The Inspection Committee's recommendations and the Council's action shall be reported to the Convention following the inspection. If the Council disapproves, the Convention may approve the preliminary petition and request the petitioners to submit a formal petition in accordance with the Constitution, to be considered by the next Convention.

SECTION 3. Granting a Chapter. (a) The Petitions Committee (see Const. Art. IX, Sec. 6) shall review the petition and inspection report, meet with petitioning group's representatives, and recommend action on the petition to the Convention.

(b) A petitioning group shall be represented at the Convention by at least one of its student members and at least one faculty member who is preferably an Association member.

(c) A collegiate chapter shall be established or abolished, and a charter granted or withdrawn, only by at least a three-fourths majority of those present and entitled to vote at the Convention, taken by recordable voting method.

Article VII

Collegiate Chapters

SECTION 1. Chapter Membership. Except as stated in Const. Art. VII, Sec. 2, a collegiate chapter's active membership shall consist of the undergraduate members, either by initiation at that chapter or by transfer (see Const. Art. VII, Sec. 3), and graduate members, and Association alumni who have indicated their desire to assume the responsibilities of active membership and have been formally accepted by the chapter. Only active student members shall have the right of voting on new members and on the chapter's initiation fee, dues, assessments, and fines.

SECTION 2. Inactive Member Status. (a) A member shall become inactive upon withdrawal from college or because of illness or accidental disability lasting over two months and shall immediately become active on returning to college.

(b) A member shall cease to be active upon graduating or indicating a desire to relinquish the responsibilities of active membership.

(c) A member will become inactive by the affirmative vote of five-sevenths of the

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Advisory Board or as provided in the chapter's bylaws.

(d) Unless otherwise provided for, a member shall be readmitted to active status upon receipt of a written petition and its approval by the Advisory Board.

(e) Chapters shall report to Headquarters member status changes by Advisory Board action within two weeks.

SECTION 3. Transfer to Another Chapter. An undergraduate member, on transferring to another institution where there is a chapter, shall immediately become an active member of that chapter.

SECTION 4. Autonomy. Each chapter shall have full control of its individual affairs, subject to the Constitution and Bylaws. A chapter shall enact bylaws for its own guidance which shall not be in conflict with the Constitution and Bylaws and shall be approved by the Council.

SECTION 5. Chapter Actions on Communications. Communications from the Council to the collegiate chapters shall be acted upon by the chapters within one month, not counting regular college vacations, from the time of their receipt. Each chapter shall submit its action, or vote, on a communication from the Council to Headquarters or it forfeits its vote to the Council.

SECTION 6. Quorum. (a) A quorum shall be:

(1) one-half of the active chapter membership (see Const. Art. VII, Sec. 1) for the consideration of routine business;

(2) three-fourths of the active chapter membership eligible to vote thereon for the election of new members, for the revocation of election, for changing the chapter's initiation fee or dues, and for the passing of an assessment on chapter members; and

(3) three-fourths of the active chapter membership for the approval of a proposed amendment to the Constitution and Bylaws or the chapter's bylaws.

(b) Chapters may be granted permission by the Council to lower the requirements listed above for a quorum.

SECTION 7. Proxy. A chapter member shall not be allowed to vote by proxy.

SECTION 8. Officers. (a) The chapter officers shall be a President, a Vice President, a Recording Secretary, a Corresponding Secretary, and a Treasurer, who shall be active chapter members.

(b) A minimum of four Association alumni shall serve as advisors, all of whom are chapter officers.

(c) The chapter may define in its bylaws additional officers beyond those listed in Const. Art. VII, Sec. 8(a).

(d) The offices of Recording Secretary and Corresponding Secretary may be combined if provided for in a chapter's bylaws.

SECTION 9. Officer Election. (a) All officers listed in Const. Art. VII, Secs. 8(a) and 8(b) shall be elected by the chapter's active members. A chapter shall hold an officer election at least once per year and may hold an additional election each year with the Advisory Board's approval. Officers shall hold office until their terms expire (four years for advisors and one year for all other officers unless the chapter's bylaws define a different term length) or their successors are elected. Officers may be removed from office at the pleasure of the membership as provided for in the chapter's bylaws or in the parliament-

tary authority (see Const. Art. XIV, Sec. 7) adopted by the Association. Officers shall take office prior to the annual spring convocation or commencement. Officer vacancies shall be filled in accordance with the chapter's bylaws.

(b) A chapter may specify within its own bylaws a mechanism for selection of active members to serve as the chapter's Convention delegate and alternate. In the absence of a selection process, the chapter's Convention delegate and alternate shall be its President and Vice President, respectively.

SECTION 10. Officer Duties. (a) The President, as the chapter's responsible agent and leader, shall see that the other chapter officers perform their duties in accordance with the Constitution and Bylaws and the chapter's bylaws.

(b) The Vice President, in the absence of the President, shall fulfill the duties of the office of the President. The Vice President shall be responsible for the activities related to the initiation unless another officer is responsible for these duties as defined in the chapter's bylaws.

(c) The Recording Secretary shall keep the chapter's roll and record books and the chapter's meeting minutes.

(d) The Corresponding Secretary shall ensure all required reports are completed and submitted to Headquarters by the stated deadlines.

(e)(1) The Treasurer shall collect the new member initiation fees and remit the portion payable to the Association within two weeks after each initiation.

(2) The Treasurer shall maintain the chapter's financial records in a bookkeeping system recommended by the Executive Director except when the institution's rules require the chapter's financial records be maintained in a specified manner.

(f) The primary duty of advisors is to provide for continuity of chapter operations. They shall see that the chapter:

(1) Selects candidates who meet the eligibility requirements of Const. Art. II, the chapter's bylaws, and the institution's academic regulations.

(2) Balances its financial accounts and pays all bills by the end of the academic year.

(3) Effects an orderly officer transition following the election of officers.

(g) Additional duties of each office include those defined by the chapter's bylaws, those assigned by the chapter membership or by the President, and those applicable to the office as prescribed by the parliamentary authority adopted by the Association.

SECTION 11. Advisory Board. (a) The chapter's Advisory Board shall consist of the President, the Vice President, and the Corresponding Secretary of the chapter, and four advisors elected by the chapter.

(b) The Advisory Board shall, in addition to the responsibilities defined elsewhere in the Constitution and Bylaws, act as an advisory and judiciary committee to determine the advisability of any action taken or proposed by the chapter. Such action may be referred to it by a chapter vote or brought before it by an active member of the chapter, or the Advisory Board may review such action on its own initiative. The Advisory Board, by a majority vote, may forbid any such action, subject to an appeal to the Council. All changes in the chapter's bylaws shall be approved by the Advisory Board before going into effect.

Article VIII

Alumni Chapters

SECTION 1. Application and Membership. (a) An alumni chapter may be chartered by the Council when application is made by at least ten members and upon payment of the charter fee set by the Convention.

(b) An alumni chapter shall be composed of members who are not undergraduates

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and who have signified their desire to become affiliated with an alumni chapter and their willingness to comply with its bylaws.

(c) The alumni chapter annual dues to the Association shall be set by the Convention and be paid to Headquarters by the first day of January of each year.

SECTION 2. Autonomy. Each chapter shall have full control of its individual affairs, subject to the Constitution and Bylaws. A chapter shall enact bylaws for its own guidance which shall not be in conflict with the Constitution and Bylaws and shall be approved by the Council.

SECTION 3. Officers. (a) Each alumni chapter shall elect annually or as designated in its bylaws a President, Secretary, Treasurer, and any other officers defined in its bylaws. The offices of Secretary and Treasurer may be combined into one office of Secretary-Treasurer. There shall be an Executive Committee consisting of the officers and such additional members as the chapter may elect.

(b) The duties of each office include those defined by the chapter's bylaws, those assigned by the chapter membership or by the President, and those applicable to the office as prescribed by the parliamentary authority adopted by the Association.

SECTION 4. Convention Representation. (a) Each chapter may specify within its own bylaws a mechanism for selection of active members to serve as the chapter's Convention delegate and alternate. In the absence of a selection process, the chapter's Convention delegate and alternate shall be its President and Secretary, respectively.

(b) The on-site expenses of an active alumni chapter's Convention delegate shall be paid by the Association to the same extent as the collegiate delegates (see Const. Art. IX, Sec. 7).

Article IX

The Convention

SECTION 1. Assembly. The Convention shall meet annually except as provided in Const. Art. X, Secs. 5(h) and 5(i). The Convention shall be called to order by the Association President (see Const. Art. XI, Sec. 3(a)), or in the absence of the President, by the Vice President (see Const. Art. XI, Sec. 3(b)) or other member of the Council, or, if there are none present, by the delegate from the oldest chapter represented.

SECTION 2. Privilege of Member. Any member shall be granted the privilege of the floor at a meeting of the Convention.

SECTION 3. Voting Delegates. The members attending the Convention entitled to vote include one delegate from each collegiate and alumni chapter, the Council members, the Executive Director, the Program Directors (see Art. XI, Sec. 5), and one director per district. Proxies shall not be permitted. A chapter delegate shall represent only one chapter. An individual shall not be entitled to more than one vote.

SECTION 4. Quorum. Representatives of a majority of the collegiate chapters shall constitute a quorum, and the Executive Director shall determine and report if a quorum is present. The Executive Director shall appoint a committee to examine the delegates' credentials and certify to the Convention the number of chapters properly represented and the number of other voting delegates present.

SECTION 5. Order of Business. The President and the Executive Director shall,

prior to the Convention, prepare an order of business for recommendation to the Convention. The order of business shall include a report by the President on the activities of the Council and reports by other Association Officials. Following the reports and adoption of an order of business, the permanent Convention Chair (see. Art. X, Sec. 5(m)) shall assume the Chair.

SECTION 6. Committees. Prior to the Convention, the Executive Director shall, appoint an appropriate number of delegates to the following committees: Awards, Chapter and Association Financial Affairs, Constitution and Bylaws, Convention Site, Petitions, Resolutions, Rituals, and such other committees as the Council may authorize. One or more Association Officials shall be appointed to act as advisor(s) to each committee. These committees shall meet on the first day of the Convention to consider the respective subjects and later shall present their reports to the Convention.

SECTION 7. Responsibilities. In addition to the responsibilities defined elsewhere in the Constitution and Bylaws, the responsibilities of the Convention include:

- (a) Adopting rules for the conduct of its business and such other matters as may properly come within its jurisdiction.
- (b) Levying such assessments upon the chapters as may be necessary for the support of the Association.
- (c) Determining the reimbursable expenses for chapter delegates for the subsequent Convention and reviewing any unusual Convention expenses.
- (d) Fixing the time and place of the Convention not more than three years in advance.
- (e) Suspending or removing the Executive Director per the provisions of Const. Art. X, Sec. 5(d).
- (f) Creating and ending all official programs which shall be listed in the Bylaws.
- (g) Acting as the final Court of Appeals in all questions of interpretation of the Constitution and Bylaws and in all matters of discipline (see Const. Art. I, Sec. 5 and Art. XII).
- (h) Enacting Bylaws for the Association. The procedure for amendment of the amending procedure of such Bylaws shall follow the same requirements for amending the Constitution as set forth in Article XV.

Article X

The Executive Council

SECTION 1. Structure. The Convention shall set the size of the Executive Council, herein defined as Council, which shall be no more than twelve voting members and no fewer than three voting members. They shall serve without compensation for staggered terms of three years, or until their successors are chosen and qualified. Voting members are limited to two consecutive three-year terms with at least one year off before being eligible to take office again. The Executive Director shall serve as a non-voting member of the Council.

SECTION 2. Nominations. (a) Any chapter may nominate Association alumni who are interested and willing to serve on the Council. Such nomination shall be sent to Headquarters by April 1.

(b) A list and information concerning each person nominated shall be published in July to the chapters.

(c) If a nominee becomes unavailable for election, the nominating chapter may present the name of a replacement to Headquarters for distribution to each chapter delegate prior to the election.

(d) The Convention shall vote only on the nominated individuals, except if the number

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of nominees is less than the number of vacancies, any delegate to the Convention may nominate eligible members who are alumni to serve on the Council, provided the delegate is certain the nominees are willing to serve if elected.

SECTION 3. Election. (a) Elections for the Council shall occur annually for voting members whose terms expire prior to the next regular Convention, hereinafter referred to as open positions. All nominees who have not been elected to an open position on the Council shall be candidates for the open position in question. If a candidate receives a majority vote of Convention or if only one candidate remains, that candidate shall be elected to the open position in question. If no candidate receives a majority, the candidate receiving the fewest votes shall be dropped from further consideration for the open position in question. Voting shall be repeated until all open positions are filled. The numerical results of each ballot shall be made known to the Convention before any subsequent ballots are cast.

(b) The newly elected Council members shall take office on January 1 of the year following their election.

SECTION 4. Officers. (a) The Council shall meet following the election each year for the purpose of selecting a Vice President, a Secretary, and a Treasurer from among its voting members. The newly elected Vice President, Secretary, and Treasurer shall take office on January 1 of the year following their election and serve for one year or until their successors take office. The Vice President shall automatically become the President the following year. The remaining voting members of the Council shall be known as Councillors.

(b) If a vacancy occurs in any Council office, the Council shall select a voting member to fill the vacancy.

SECTION 5. Responsibilities. In addition to the responsibilities defined elsewhere in the Constitution and Bylaws, the Council's responsibilities include:

(a) Assuming leadership of the Association. It shall study, or appoint committees for studying, such subjects as from time to time seem desirable. The Council may prepare legislation, amendments, proposals for change, etc., for consideration by the chapters, or by the Convention, or both.

(b) Amending the Articles of Incorporation as needed and reporting any changes to the next Convention.

(c) Establishing and setting the policies for the retirement plan and other benefits for the Association's employees.

(d) Determining the Executive Director's salary and appointing a member of the Association to fill this role. When the Convention is not in session, the Council may suspend or remove the Executive Director for inability to fully and satisfactorily discharge the duties of the office, moral delinquency, incompetence, dereliction of duty, or malfeasance of office.

(e) Assuming oversight of the Association's finances. It is responsible for the Association's investments and funds and shall ensure all gifts, bequests, and endowments are administered in accordance with their provisions. It may create additional funds beyond those specified in Const. Art. XIII, Sec. 2.

(f) Setting the subscription price of *The Bent* (see Const. Art. XIV, Sec. 6), subject to review by the Convention.

(g) Making such investigations for and reports to the Convention as may be directed by the Convention.

(h) Calling a special Convention upon receipt of a written petition from a majority of

the active chapters or calling a special Convention for a specific purpose upon its own initiative. Chapters shall be notified of the meeting not less than one month in advance, and the meeting shall be held within two months after receiving the petition unless a later time is stipulated in the petition.

(i) Changing the Convention meeting time and place and suspending the meeting of the same for a period not to exceed one year, provided that the written consent of two-thirds of the chapters shall be obtained to any postponement exceeding two months.

(j) Making a written report of its activities during the preceding year to the Convention.

(k) Creating and ending trial programs. Trial programs may be for up to three years in length. After three years, the Executive Council may request the Convention continue the trial or make it an official program (see Const. Art. IX, Sec. 7(f)).

(l) Determining the number of districts and the chapter assignments thereto and set policy for the District Program (see Const. Art. V, Sec. 2 (a)).

(m) Appointing a permanent Convention Chair. The chapters and Association Officials may submit nominations for the permanent Convention Chair by June 1.

(n) Appointing a Convention Secretary.

SECTION 6. Vacancy. If a vacancy occurs on the Council, the remaining Council members shall appoint a qualified member of the Association to fill the vacancy for the unexpired portion of the term or to serve until a successor is duly elected and qualified. The appointment shall be submitted to the next Convention for confirmation by a simple majority vote.

SECTION 7. Meetings. The Council shall hold at least four meetings per year.

Article XI

Association Officers, Directors, and Officials

SECTION 1. Officers, Directors, and Officials. The Association Officers shall be a President, a Vice President, a Secretary, a Treasurer, and an Executive Director. The Association Directors shall be Councillors, Program Directors, and District Directors. The Association Officials shall be the aforementioned officers and directors, any Executive Directors Emeritus, members of the Fellowship Board and Trust Advisory Committee, Engineering Futures Facilitators, (see Const. Art. XI, Secs. 7-10) and other members as appointed by the Council.

SECTION 2. Appointment. The Council shall appoint all Association Officials unless otherwise provided for in the Constitution. These officials shall serve terms of not more than three years, be Association alumni, serve without compensation, and may be reappointed unless otherwise provided for in the Constitution.

SECTION 3. Council Officers. (a) The President shall serve as Council Chair and shall be the Association's executive head.

(b) The Vice President shall perform the duties of the President in case of the absence of the President or the inability of the President to act.

(c) The Secretary shall have primary responsibility for accurate Council meetings minutes which shall be maintained at Headquarters.

(d) The Treasurer shall have primary responsibility for the Association's financial policy. The Treasurer shall work with the Executive Director to prepare an annual budget and an annual report detailing the Association's financial condition.

(e) Councillors shall perform such duties as required by the Constitution (see Const.

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Art. X, Sec. 5).

(f) Additional duties of each office include those assigned by the Convention or by the President, and those applicable to the office as prescribed by the parliamentary authority adopted by the Association.

SECTION 4. Executive Director. The Executive Director shall:

- (a) Employ such individuals as may be necessary to assist in the work of the Association, subject to review by the Council as to number and salary;
- (b) Keep or cause to be kept full and complete records of the membership of the Association;
- (c) Keep or cause to be kept the Association's official documents and records and objects of historical significance;
- (d) Oversee publications and coordinate the Association's internal and external communications;
- (e) Receive and disburse money as authorized by the Council or as prescribed in the Constitution and Bylaws and keep or cause to be kept the Association's financial records;
- (f) Prepare and present an annual report to the Council and the Convention; and
- (g) Perform such duties as may be prescribed in the Constitution and Bylaws or as directed by the Council.

SECTION 5. Program Directors. The Program Directors shall be a Director of Alumni Affairs, a Director of Engineering Futures, a Director of Fellowships, and a Director of Rituals.

- (a) The Director of Alumni Affairs shall manage the Alumni Affairs Program, stimulate and maintain alumni interest and support for the Association, to encourage the formation and support the operation of alumni chapters, and to represent the alumni at the Convention and before the Council.
- (b) The Director of Engineering Futures shall manage the Engineering Futures Program, select the content of the program's curriculum, and oversee the scheduling of presentations by facilitators to the chapters.
- (c) The Director of Fellowships shall establish rules and regulations relative to the award of fellowships and scholarships, the method of consideration of candidates, and the operation of the Fellowship and Scholarship Programs, subject to the Constitution and Bylaws and the Council's approval.
- (d) The Director of Rituals shall manage the Ritual Program and have custody of and cognizance over the form, phraseology, and physical make-up of the rituals, receive and digest suggestions for changes, and, in general, be responsible for all matters in connection with the rituals and the related ceremonies, subject to approval by the Convention. The Director of Rituals shall keep a master copy of each of the rituals and shall organize and supervise the Model Initiation at the Convention.

SECTION 6. District Directors. The District Directors shall:

- (a) Guide and encourage worthy activities of the district collegiate and alumni chapters;
- (b) Assist the Advisory Boards;
- (c) Encourage interaction between students and alumni;
- (d) Promote district activity such as meetings, newsletters, and joint chapter initiations and functions;
- (e) Determine weaknesses of the chapters in their districts and focus resources to correct them;
- (f) Make an annual report to the Council.

SECTION 7. **Engineering Futures Facilitators.** The Engineering Futures Facilitators shall be nominated by the Director of Engineering Futures. They shall be trained to present the Engineering Futures curriculum to chapters of the Association.

SECTION 8. **Executive Director Emeritus.** The Council may grant the title of Executive Director Emeritus at the end of an Executive Director's service. The Association shall provide for the attendance of any Executive Directors Emeritus at the Convention.

SECTION 9. **Fellowship Board.** The Fellowship Board shall consist of Association alumni nominated by the Director of Fellowships, the number of which shall be determined by the Council upon recommendation of the Director of Fellowships. The Fellowship Board shall select those members to be awarded a fellowship or scholarship in accordance with the program rules, the number authorized, and the funds made available by the Council. The Director of Fellowships shall serve as chair of the Fellowship Board (see Const. Art. XI, Sec. 5(c)).

SECTION 10. **Trust Advisory Committee.** The Council shall set the size of the Trust Advisory Committee. A Trust Advisory Committee member shall not concurrently serve as an Association officer or director. Those appointed to the Trust Advisory Committee by the Council shall be members with outstanding business competency and judgment. The senior member of the Trust Advisory Committee shall be the chair unless the Council appoints another committee member as chair. Decisions of the Trust Advisory Committee shall require the concurrence of at least two of its members.

SECTION 11. **Director Vacancy.** In the event that any Association Director position except that of Councillor becomes vacant, the Council shall fill the vacancy as promptly as possible, and in any event within one year of the date on which the director position becomes vacant. The responsibilities, duties, and authority of any vacated director position shall rest with the Council until such vacancy is filled.

SECTION 12. **Bond.** All officers, directors, and Headquarters employees shall be bonded to a proper amount or have equivalent insurance protection at the Association's expense.

Article XII

Chapter Discipline

SECTION 1. **Methods.** A chapter may be disciplined by fines, probation, or by withdrawal of its charter.

SECTION 2. **Fines.** (a) A uniform system of fines shall be enumerated in the Bylaws, and these fines shall be assessed against, and paid by, every chapter that fails to complete required reports by the deadline.

(b) These fines shall be increased the same amount for each failure of the chapter to reply within two weeks to the request for the belated report or remittance.

(c) All fines shall be applied automatically and without discrimination, and shall be billed to the chapter as soon as the infractions for which fines may be assessed shall occur. If the chapter can show reason why it should not be fined, the Executive Director may reduce the fine.

SECTION 3. **Probation and Charter Withdrawal.** (a) A chapter shall automatically be placed on probation, until the end of the next Convention, subject to appeal to the

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Council when it:

(1) has acted in a manner contrary to the Constitution or prejudicial to the Association's interests as reported to the Council or the Convention by twenty-five alumni or by three other chapters;

(2) conducts more than one unapproved initiation in a period of two consecutive fiscal years; or

(3) fails to hold at least one approved initiation during a fiscal year.

(b) A chapter's probation will continue until:

(1) action is taken in accordance with Const. Art. XII, Sec. 3(c), following it being placed on probation under the provisions of Const. Art. XII, Sec. 3(a)(1) or

(2) the chapter demonstrates one year of successful operation and at least one approved initiation, as determined by the Council, when placed on probation under the provisions of Const. Art. XII, Secs. 3(a)(2) or 3(a)(3). Should the Council not end the probation after one year, the chapter may appeal to the Convention.

(c) The chapter's probation may be continued or its charter may be withdrawn by a three-fourths vote, taken by roll-call, of those present and entitled to vote at the Convention. In the event of continued probation, the chapter shall be called at the next Convention to show reason why its charter should not be withdrawn.

(d) A chapter's probation shall entail: such penalties as are deemed appropriate by the Council or the Convention; and continuation of chapter activities in support of the Association's objectives.

Article XIII

Association Finances

SECTION 1. **Audit.** An audit shall be made on an annual basis of the Association's accounts after the close of the fiscal year by a Certified Public Accountant. The Auditor's report shall be provided to each Council member and to each Convention delegate.

SECTION 2. **Trust Funds.** To further its programs and activities, the Association shall maintain a trust consisting of funds administered by a trustee in accordance with Const. Art. XIII, Secs. 7 and 8 unless otherwise provided for in the Constitution. The custody, responsibility, and accountability for the funds' assets shall rest with the trustee. The Council may place other Association funds, except those specifically assigned to other management, under the trustee's administration. Funds administered by the trustee, including, but not limited to, *The Bent* Life Subscription Fund, the Contingency Fund, the Convention Fund, the Engineering Futures Fund, the Fellowship Fund, the Scholarship Fund, and the Student Loan Fund, may be mingled.

SECTION 3. **Fund Basis and Use.** The principal of the funds listed in Const. Art. XIII, Sec. 2 or created by the Council shall be composed of moneys transferred to them by the Council. The income and principal shall be used to provide support for their respective purposes as prescribed in the Bylaws or as defined by the Council.

SECTION 4. **Life Subscription Fund.** All moneys collected as life subscriptions to *The Bent* shall be paid into *The Bent* Life Subscription Fund which is to be used to offset the cost of publication of *The Bent* for life subscribers. Upon a life subscriber's death, the amount paid on that subscription shall be transferred to the Fellowship Fund.

SECTION 5. **Student Loan Fund.** In addition to funding available from the student loan fund, loans may be provided from the prepaid subscriptions to *The Bent* magazine. A portion of this fund shall be set aside to provide loans to cover the initiation fees for new

members as needed.

SECTION 6. Contingency Fund. (a) This fund is to provide for unanticipated expenses and to maintain a proper operating level of the Association in periods of major income reduction. The fund's amount shall be set by the Council.

(b) To assure liquidity, the Contingency Fund's assets shall be invested in mutual funds, the Association's Trust, or United States Government securities.

SECTION 7. Trustee. (a) The trustee shall be an incorporated bank or a trust company, authorized by the laws of any state in the United States of America to engage in the business of acting as a trustee of private trusts. Such trustee shall be selected by the Council in consultation with the Trust Advisory Committee.

(b) The trustee shall have the responsibility for investing and reinvesting all assets placed under its jurisdiction to meet the funds' objective, subject in its investment actions to the Trust Advisory Committee's direction.

(c) The trustee shall review and either concur with or challenge any investment decision or action of the Trust Advisory Committee. In the event the trustee does not concur in an investment decision or action of the Trust Advisory Committee, the matter shall be presented to the Council. The Council's decision shall prevail, and the trustee shall be required to follow any decision.

(d) The trustee shall make reports to the Trust Advisory Committee at least quarterly, and to the Council and the Executive Director at least annually. The Executive Director shall report to the Convention concerning the financial management of the trustee.

SECTION 8. Investment Options. The trustee and the Trust Advisory Committee shall invest the funds by purchasing some combination of:

- (a) Shares of fixed income and equity mutual funds,
- (b) Preferred and common stocks,
- (c) Money market funds,
- (d) Corporate bonds and debentures,
- (e) Certificates of deposit, and
- (f) Direct obligations of the United States Treasury and of legal agencies of the United States Government.

Article XIV

General Provisions

SECTION 1. Motto. The motto, symbolized by



shall not be made public, but, with the rituals, shall be handed down traditionally.

SECTION 2. Insignia. (a) The official colors shall be seal brown and white.

(b) The official emblem shall represent a bent of a trestle. It shall be called the Bent of Tau Beta Pi.

(c) The official badge shall be a watch-key shaped like the bent of a trestle and worn only by Association members. The body of the key shall be 1/16" (0.16 cm) thick, and it shall have the dimensions shown in Figure 1. The symbols shall be engraved on the face of the key in the manner and form indicated in the figure. The reverse of the key shall have engraved on the cap of the Bent the name of the electing chapter (state and Greek

C-XIV, 2 (c)

letter) and on the sill of the Bent the name of the owner and the member's graduation year at the time of initiation.

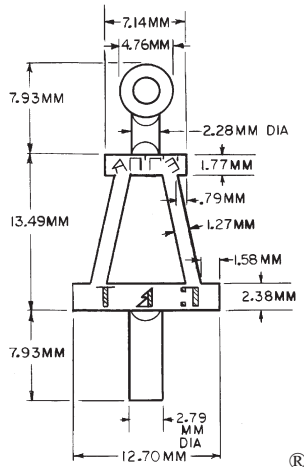
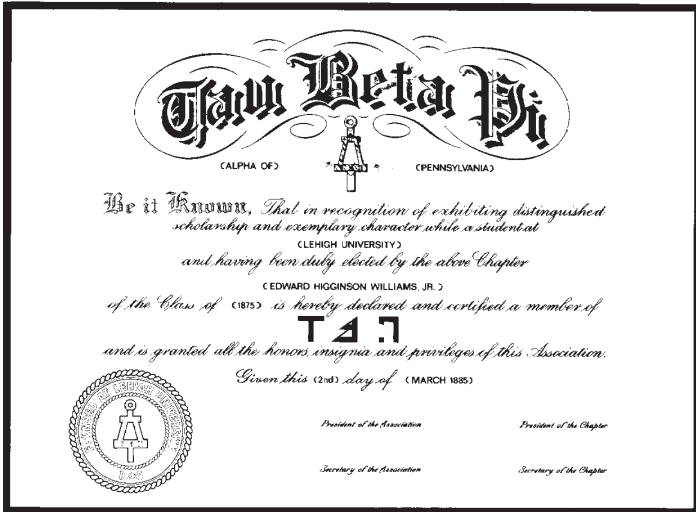


Figure 1

(d) The official flag shall consist of three equal vertical stripes, the two end ones of seal brown and the center one of white bearing a Bent in seal brown. The flag shall be two units high and three units long. The Bent on the center stripe shall be 1 1/4 units high and of the proportions shown in Figure 1.

(e) The official membership certificate, except for those elected under Const. Art. II, Sec. 5 which shall be prescribed by the Council, shall be as shown in Figure 2. Chapters may, at their discretion, issue certificates in their native language in addition to the official certificate.



(Words in parentheses to be changed to suit the chapter, etc.)

Figure 2

(f) The official seal shall be as shown in Figure 3.

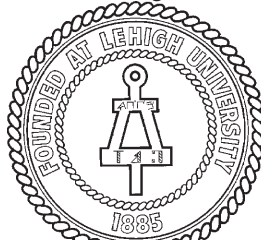


Figure 3

SECTION 3. Use of Insignia Replica. Replicas of the badge or other insignia shall not be used unless authorized by the Council.

SECTION 4. Ritual. The initiation ritual to be used by all chapters shall be approved by the Convention and shall be kept secret. The Convention shall designate portions of this ritual as mandatory or optional. Portions designated as optional may be omitted by a chapter with prior approval of the chapter's Advisory Board. Any exception to the above requires approval of the Executive Council. Copies of the ritual shall be prepared only by a member of the Association. When copies of the ritual become obsolete or badly worn, they shall be destroyed.

SECTION 5. Creed. The creed shall be "Integrity and Excellence in Engineering."

SECTION 6. Publications. The official publications shall be known as *The Bent of Tau Beta Pi*¹ and *The Bulletin of Tau Beta Pi*.

SECTION 7. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Constitution and By-laws and any special rules of order the Association may adopt.

Article XV

Amendments

SECTION 1. Proposal. Amendments to the Constitution shall be proposed by:

- (a) Any chapter, the Council, or the Committee on Constitution and Bylaws at the Convention, or
- (b) The Council upon publication to all chapters.

SECTION 2. Adoption. (a) Any amendment proposed in the manner specified in Const. Art. XV, Sec. 1(a) may be adopted by the approval of at least three-fourths of those present and entitled to vote at the Convention, and ratification by at least three-fourths of the chapters by at least a three-fourths favorable vote of the active membership present and entitled to vote at that chapter meeting, or

(b) Any amendment proposed in the manner specified in Const. Art. XV, Sec. 1(b) may be adopted by the approval of at least three-fourths of the chapters by at least a three-fourths favorable vote of the total active membership of each chapter.

¹ © Title registered in U.S. Patent and Trademark Office.

SECTION 3. Time Limit of Chapter Vote. (a) For any amendment proposed in the manner specified in Const. Art. XV, Sec. 1(a), each chapter shall report its action, or vote, to Headquarters by the following April 1.

(b) For any amendment proposed in the manner specified in Const. Art. XV, Sec. 1(b), each chapter shall report its action, or vote, to Headquarters by the date specified in the proposal as determined by the Council, which shall be no less than four months from the date of publication.

(c) Failure to provide the report as specified in Const. Art. XV, Secs. 3(a) or 3(b) shall be construed as giving the Council the authority to act and vote for that chapter as the Council believes to be in the Association's best interests.

SECTION 4. Report. Amendments to the Constitution shall be reported to each chapter and printed in the official publications.

Article XVI

Enactment

This Constitution, being a revision of the Constitution adopted by the Convention of 1965, and enacted on June 6, 1966, by ratification of the chapters, was proposed by the Council, with the advice of the Conventions of 2016 and 2017 and of the chapters, and was enacted on April 28, 2018, by ratification of the chapters, and thus became the law of the Association.

Article XVII

(Ratified December 27, 1973)

Merger of Sigma Tau into the Association

Solely for the purpose of consummating the merger of the Sigma Tau Fraternity and the Sigma Tau Foundation, Inc., into the Association, this Article constitutes a waiver where necessary of applicable provisions of the Constitution and Bylaws in the following regards:

(a) Sigma Tau Chapters at schools without Tau Beta Pi Chapters will, upon approval of school authorities, be converted into Tau Beta Pi Chapters.

(b) All active members and faculty advisors of Sigma Tau Chapters at the time the merger becomes effective, who are not already members of Tau Beta Pi, will be initiated into Tau Beta Pi. Their national initiation charge will be paid from funds made available to the Association from assets of the Sigma Tau Fraternity.

(c) Alumnus members of Sigma Tau may become members of Tau Beta Pi by paying to Headquarters the standard national initiation charge, participating in an initiation process determined by the Executive Council, and receiving the materials provided to new members.

THE BYLAWS OF THE TAU BETA PI ASSOCIATION

Bylaw I

Association Programs

SECTION 1.01. Chapter Recognition. The Association shall annually recognize chapters for their achievements.

(a) Chapter Excellence Awards are presented to chapters that excel in the areas of chapter operations, membership recruitment, program participation, and reporting.

(b) Chapter Project Awards are presented to chapters that conduct outstanding activities in a broad range of areas.

(c) The J.D. Froula Most Improved Membership Award recognizes chapters that excel in improving recruitment of new members.

(d) The R.C. Matthews Outstanding Chapter Award encourages and recognizes high quality projects, chapter operations, and reporting.

(e) The R.H. Nagel Most Improved Chapter Award recognizes major improvement in chapter development, including project work and reporting.

SECTION 1.02. Chapter Support and Assistance. The Association shall maintain programs that provide training, support, and financial assistance to the chapters and their members.

(a) The Alumni Affairs Program works to maintain relationships with members after graduation through alumni chapters and participation in Association activities (see Const. Art. XI, Sec. 5(a)).

(b) The District Program provides leadership development through conferences and meetings and individualized chapter support through visits and participation in chapter activities by District Directors (see Const. Art. V, Sec. 2 and Art. XI, Sec. 6).

(c) The Engineering Futures Program advances the interests of the engineering profession and enhances the technical educational process by promoting the learning of interpersonal nontechnical skills which are essential for a well-rounded, effective engineer.

(d) The Greater Interest in Government Program provides grants to chapters interested in conducting public-oriented projects.

(e) The MindSET Program provides grants to chapters to conduct hands-on activities with K-12 students to enhance preparation and promote interest in the STEM disciplines.

(f) The Ritual Program ensures chapter officers are trained to conduct a proper initiation ceremony and the necessary resources are available to the chapters.

SECTION 1.03. Member Support and Assistance. The Association offers financial support through a number of programs.

(a) The Association shall maintain a Fellowship Program insofar as its financial condition permits as determined by the Council. The Fellowship Program's purpose shall be to advance the interests of the engineering profession, to stimulate graduate study and research, and to recognize deserving members for demonstrating outstanding scholarship and exemplary character (see Const. Art. XI, Secs. 5(c) and 9).

(1) Fellowships shall be granted to members strictly for graduate work towards an advanced degree. The graduate study shall be in a field that enables the recipient to contribute to the engineering profession as determined by the Fellowship Board.

(2) A fellowship shall not be awarded to a member who has previously had a Tau Beta Pi fellowship.

(b) The Association shall maintain a Scholarship Program insofar as its financial condition permits as determined by the Council. The Scholarship Program's purpose shall be to advance the interests of the engineering profession, to stimulate undergraduate study,

B-I, 1.03 (b)

and to recognize deserving members for demonstrating outstanding scholarship and exemplary character (see Const. Art. XI, Secs. 5(c) and 9).

(1) Scholarships shall be granted to members for undergraduate work towards a bachelor's degree. The undergraduate study shall be in a program for which students are eligible for membership in Tau Beta Pi at an institution with an active Tau Beta Pi Chapter. The scholar shall pursue full-time study for either a full term or a partial term as specified by the scholar.

(2) A scholarship shall not be awarded to a member who has previously had a Tau Beta Pi Scholarship.

(c) The Association shall maintain a Student Assistance Program which provides grants to student members who would otherwise be without sufficient financial resources to remain in college. Recipients are not required to repay the grants.

(d) The Association shall make funding available to any student member through its Student Loan Program. The Executive Director shall administer student loans from the Student Loan Fund. Loans for the initiation fees are a part of this program, and any member receiving a loan is expected, and legally obligated, to repay it.

SECTION 1.04. Member Recognition. The Association annually recognizes members for their achievements.

(a) Distinguished Alumnus Awards recognize alumni who continue to live up to the ideals of the Association as stated in the Eligibility Code and foster a spirit of liberal culture throughout their lives in addition to their outstanding accomplishments in engineering.

(b) The Laureate Program recognizes members who have demonstrated through extensive activities that technology alone is not the sole concern of the engineer. This concern for liberal culture is reflected by the Laureate's achievements while enrolled as a student in engineering. The Laureate Program's purpose shall be to place a greater emphasis on fostering the spirit of liberal culture as stated in the Preamble to the Constitution.

(c) The Tau Beta Pi-McDonald Mentor Award celebrates excellence among members who have supported the personal and professional development of their students or colleagues as excellent mentors and advisors.

(d) The Outstanding Advisor Award recognizes collegiate chapter advisors who demonstrate outstanding support to their chapters.

Bylaw II

The Executive Council

SECTION 2.01. Report to the Convention. The Council shall make to each Convention a report (see Const. Art. X, Sec. 5) containing the following items:

- (a) A statement of the Association's condition, both general and financial.
- (b) The transactions of the Council since the last Convention.
- (c) All recommendations deemed to be for the good of the Association.
- (d) All subjects brought to its attention by any chapter.
- (e) All subjects referred to the Council for study or action by the Convention.
- (f) All chapters and members subject to disciplinary action.
- (g) All petitions for charters.
- (h) Recommendations for the abolishment of chapters and withdrawal of charters.

Bylaw III

Schedule of Fines

SECTION 3.01. Chapter Fines. (a) A chapter that fails to send to Headquarters a

required report within two weeks of the stated deadline shall be assessed and shall pay a fine of five dollars (\$5.00) unless a different amount is provided for in the Constitution and Bylaws (see Const. Art. XII, Sec. 2).

(b) A chapter that holds an initiation without approval shall be assessed a flat fine of fifty dollars (\$50.00). See Const. Art. IV, Sec. 1 and Const. Art. XII, Sec. 2.

(c) A chapter that initiates a candidate who is ineligible shall be assessed a fine of twenty-five dollars (\$25.00) per ineligible initiate, not to exceed two hundred fifty dollars (\$250.00) per initiation (see Const. Art. IV, Sec. 6).

(d) A chapter that initiates a candidate elected as a member under the eligibility provisions of Const. Art. II, Secs. 3, 4, 5, and 6 without submitting the required documentation or without receiving approval shall be assessed a fine of twenty-five dollars (\$25.00) per ineligible initiate, not to exceed two hundred fifty dollars (\$250.00) per initiation.

(e) A chapter that fails to file the appropriate 990 form as required by the IRS for two consecutive fiscal years shall be assessed a flat fine of fifty dollars (\$50.00).

Bylaw IV

Amendments

SECTION 4.01. **Proposal.** An amendment to the Bylaws may be proposed by the Council, any chapter to the Convention Committee on Constitution and Bylaws, a delegate directly to the Convention, or the Convention Committee on Constitution and Bylaws directly to the Convention.

SECTION 4.02. **Adoption.** An amendment to the Bylaws proposed at the Convention may be adopted by the same Convention on any day following its formal presentation to the Convention by at least a three-fourths vote of those present and entitled to vote. Any proposed amendment may be laid over until the next Convention upon at least a three-fourths vote of those present and entitled to vote. Any proposed amendment may be referred to the chapters upon at least a three-fourths vote of those present and entitled to vote. Ratification balloting on an amendment referred to the chapters shall be conducted in accord with the procedures required for adoption of Constitution amendments (see Const. Art. XV, Sec. 2). Each chapter shall report its vote to Headquarters in accord with Const. Art. XV, Sec. 3, or forfeit its vote to the Council. Any proposed amendment that has been laid over until the next Convention or referred to the chapters may be reconsidered and voted upon at a later day at the same Convention.

SECTION 4.03. **Report on Amendment.** Amendments to the Bylaws shall be reported to each chapter and printed in the official publications.

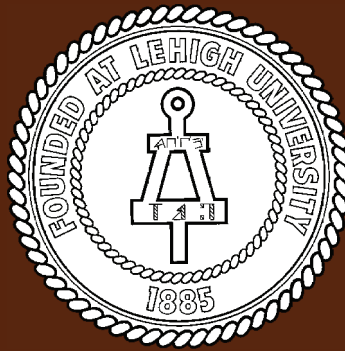
SECTION 4.04. **Restriction.** These amending procedures shall apply to all Bylaws except Bylaw IV. This Bylaw may be amended only in accordance with Const. Art. XV.

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The Engineering Honor Society

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