

Sigma Chi Fraternity Theta Sigma Chapter
California State Polytechnic University, Pomona



THE GOVERNING LAWS

Last Amended on November 16, 2017 By: Matteo Miralaie, Consul

Preamble

Believing that where there is law there is liberty, we the members of the Theta Sigma Chapter of the Sigma Chi Fraternity do establish these bylaws for the government of our chapter, and solemnly promise to obey them. It must be understood that the Constitution and Statutes of the Sigma Chi Fraternity shall be supreme.

Article I

Membership

Section 1. Pledging.

A. (Sigma Chi Statute 3.10) No person shall be pledged to membership in the Sigma Chi Fraternity except by not less than a ninety percent (90%) vote of the members of the active chapter present and voting at a regular or special meeting.

B. No more than two (2) ballots shall be held on any candidate for pledging in a single chapter meeting.

C. Formal pledging shall be held prior to the first chapter meeting after the formal closing of rush season.

D. On weeks 2,4,6, and 8 of formal pledging, any brother who wishes to propose to remove any pledge from the pledge process, shall notify the Magister and the corresponding Big Bro one week prior to the membership meeting

E. (Sigma Chi Statute 3.12) No pledgeship can be broken except by a vote of not less than twenty percent (20%) of the members of the active chapter present and voting at a regular or special meeting.

F. No person shall be pledged to membership in the Sigma Chi Fraternity unless he qualifies under Statutes 3.07 A, 3.07 B, 3.07 C, and 3.10 of the Sigma Chi Constitution.

G. No person shall pledged to membership in the Sigma Chi Fraternity who does not have at least a 2.5 cumulative GPA at the university or a 3.0 out of high school.

H. Every pledge of the chapter must be enrolled in and maintain at least twelve (12) units during the quarter of his pledgeship.

I. (Sigma Chi Statute 5.08) Every pledge of the chapter shall pay the Quaestor at the time of his pledging, besides the pledge fee of the chapter, the sum of one hundred (\$100.00) for the use and benefit of the General Fraternity, for which the chapter shall receive a copy of the Fraternity Pledge Manual and a pledge pin for the candidate to wear during pledgeship.

J. If a pledge has not been initiated because of his financial or scholastic ineligibility, his pledgeship is automatically broken.

Section 2. Initiation.

A. Any person who shall be initiated to membership in the Sigma Chi Fraternity having less than a 2.5 cumulative GPA during his pledgeship, will have to attend the Scholarship workshops and RMF the "guest list" social events. For any courses that do not post a letter grade, a letter grade will be obtained from the instructor with a signature. If this is not possible, a pass will count as four (4) points and a fail will count as zero (0) points on a 4.0 scale.

B. (Sigma Chi Statute 3.13) No person shall be initiated to membership in the Sigma Chi Fraternity unless passed by a formal vote of final approval by not less than eighty percent (80%) of the active chapter present and voting at a regular or special meeting.

C. No person shall be initiated to membership in the Sigma Chi Fraternity as an undergraduate unless he has completed a pledging period no less than eight (8) weeks long under the tutelage of the Magister and has passed the official Preparation for Brotherhood program

D. No person shall be initiated to membership in the Sigma Chi Fraternity unless he qualifies under Statutes 3.07, 3.08, and 3.09.

E. (Sigma Chi Statute 5.09) Every member upon his initiation shall pay the Quaestor, in addition to the initiation fee of the chapter, the sum of one hundred dollars (\$100.00) for the use and benefit of the General Fraternity and chapter house, this has to paid by the bidding of the next pledge class. This will be paid to the Housing Corporation President.

F. All pre-initiation activities and initiation procedures not included in the Ritual or Preparation for Brotherhood Manual of the Sigma Chi Fraternity are prohibited, particularly any type of hazing, dangerous or wasteful and fatiguing activity in accordance with Sigma Chi Statutes 6.02 D, 6.02 E, and 6.02 F of the Sigma Chi Constitution and guidelines, and policy issued forth from the Executive Committee of the Sigma Chi Fraternity in its August 14 Session, 1977 (Resolution and Policy; Statement of Position concerning Pledge Training and the Ritual)

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Section 3. Non-Discrimination.

A. The Theta Sigma chapter of Sigma Chi shall not be discriminatory in terms of race, ethnicity, religion, color, age, sexual orientation, national origin, citizenship, physical or mental ability, marital status, financial or social status.

Section 4. Alumni Membership.

A. (Sigma Chi Statute 3.04) any brother duly initiated or affiliated into this chapter shall be active until the day he graduates from the university, at which time he will be declared an alumnus member."

Article II

Meeting

Section 1. Chapter Meetings.

A. A regular formal chapter meeting shall be held weekly. The Consul shall announce any deviation from this schedule at least twenty-four (24) hours prior to the regular meeting time.

B. Special chapter meetings may be called by the Consul at any time, and shall be called by him upon the written request of twenty percent (20%) of the active chapter. In both cases, due notice shall be given in writing concerning the time of the meeting.

C. All regular formal chapter meetings shall be concluded according to the provisions of Division I in the Ritual of the Sigma Chi Fraternity. Procedures not covered in the Ritual of the Sigma Chi Fraternity shall be conducted according to Robert's Rules of Order.

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D. The dress code for formal chapter meeting: Each member shall wear: a dress shirt, slacks (no jeans), dress shoes, dress socks, belt or suspenders, and a tie in the appropriate manner. No hats, caps, or other headgear shall be worn. No food, chewing gum, beverages, or chewing tobacco shall be allowed during Ritual. The Kustos shall be responsible for the enforcement of afore mentioned regulations.

Section 2. Attendance.

A. In accordance with Ritualistic Statutes (page 8) it is mandatory for all members to attend the regular chapter meetings, unless having a legal excuse as hereinafter prescribed.

B. Attendance at the Ceremonies of Initiation is mandatory unless having a legal excuse as hereinafter prescribed.

C. Attendance at Pledge Pinning is mandatory unless having a legal excuse as hereinafter prescribed.

D. Attendance at Rush Events is mandatory unless having a legal excuse as hereinafter prescribed.

Section 3. Excuses and Fines.

A. Legal excuse for absence shall be:

1. Personal illness
2. Serious illness of a member of the immediate family
3. A death in the immediate family
4. Working (up to the discretion of the executive committee up to one week in advance)

NOTE: The absentee must notify the Annotator before the event or the excuse will not be valid.

B. A brother absent from a regular chapter meeting, Ceremonies of Initiation, Pledge Pinning, or mandatory Rush Event without a legal excuse shall be held accountable by the Annotator.

1. Two consecutive absences from a regular chapter meeting without legal excuse shall result in suspension of all social and sports privileges.
2. Privileges shall be restored upon communication with the Consul/Annotator regarding the absences.

C. The following fines shall be implemented by the Quaestor:

Failure to attend a Pledge Pinning – fifty dollars (\$50.00)

Failure to attend Ritual Bridge – fifty dollars (\$50.00)

Failure to attend an Initiation Ceremony – one hundred and fifty dollars (\$150.00)

Section 4. Voting.

A. All chapter members shall have a vote except if any of the following apply.

B. Voting shall be by acclamation and a majority vote shall decide all questions unless otherwise provided by law. Any member may demand a secret ballot.

C. There shall be no voting by proxy.

D. Any member of the chapter, whose scholarship records causes disciplinary action to be taken against him by the university or college in which the chapter be domiciled, shall automatically lose the right to vote in all chapter meetings until he shall file with the chapter a written certificate from the proper officers of his university or college as he is again in good scholastic standing.

E. No inactive member of the chapter will have a vote in chapter meeting until he is current with the Quaestor Policy.

F. Newly initiated brothers will not be given a vote until they meet the memorization requirements prescribed by the Ritual. Said brother is ineligible to hold or run for any office. A grace period may be established by the chapter.

G. Any decision of a committee may be overruled by a majority vote of the active chapter.

H. No member of the chapter shall be allowed to vote unless he is in good standing according to the Quaestor's Policy.

I. Missing 2/6 rush events will result in a loss of privilege to vote in Bid Meeting.

Section 5. Quorum.

A. Quorum shall be composed of at least fifty percent (50%) + 1 of eligible voting members of the active chapter in order for issues and/or amendments to be voted upon.

B. A two-thirds (2/3) affirmative vote of the active chapter present is needed for an amendment to be approved, if quorum has been met in the chapter meeting.

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Article III

Officers

Section 1. Chapter Officers.

A. The officers of the chapter shall be those prescribed in the Sigma Chi Ritual, and in addition, such officers as are necessary to perform the administration of the chapter.

B. An assistant Quaestor shall be appointed by the Quaestor and shall be strongly recommended for the next Quaestor term if he has satisfactorily assisted the Quaestor.

C. An assistant Rush Chairman shall be appointed by the Rush Chairman and shall be strongly recommended for the next Rush Chairman term if he has satisfactorily assisted the Rush Chairman.

D. Upon the resignation of an officer, the Consul, Pro-Consul, and Annotator shall appoint someone to fill in as an interim, to be confirmed by the Executive Committee, and followed by an official election at the next chapter meeting.

Section 2. Nominations.

A. Nominations for officers shall be made at the first regular chapter meeting in the month of April of each year. Voting shall begin on the second regular chapter meeting in the month of April.

Section 3. Term of Office.

A. The Magister's term of office shall be for one quarter or the length of his particular pledge class.

B. The term of office for all other officers shall be for one year, beginning the first regular chapter meeting in the month of May following their election or appointment.

Section 4. Academic/Financial Eligibility.

A. At the time of assuming office and during tenure in office, an elected officer must meet all of the eligibility requirements as stated by the University: Officers must meet a minimum 2.5 term and cumulative GPA; be enrolled in at least 9 units (undergraduate students) / 4 units (graduate students) during office; and be in good judicial standing with the University

B. If, at any time during his term of office, a brother is not in good standing in accordance with the college or university policy, the Executive Committee of the chapter may declare his office vacant.

C. No person in the active chapter may hold office or be nominated for an office unless he has an outstanding dues balance of one month's dues or less, or is on a payment plan and has signed a promissory note with the Quaestor.

D. If, at any time during his term of office, a brother becomes delinquent in his financial responsibility to the chapter as described in the Quaestor's Policy, the Executive Committee of the chapter may declare his office vacant.

E. Scholarship Chairman (SC) Bylaw:

1. Brothers with a quarterly GPA below a 2.50 will be placed on Academic Probation for the following quarter. (Ex: Below 2.50 GPA during Spring = Academic Probation during Fall)

1.1. Brothers on Academic Probation must remain dry on Sigma Chi property during the period of probation.

1.2. Brothers on Academic Probation will be required to aid the RMF committee during 'guest list' parties throughout the quarter.

1.3. Brothers on Academic Probation are to complete study hours each week, the number of hours are up to the discretion of the Scholarship Chairman.

1.4. Brothers are encouraged to meet with the Scholarship Chairman during the quarter to display academic improvement. Upon adequate improvement, the penalties of academic probation will be lifted.

2. Brothers with a cumulative GPA below a 2.50 will be placed on Academic SAS.

2.1. When the Brother raises his cumulative GPA above a 2.50, the Brother may petition CAMAC to reinstate into the active chapter.

Section 5. Appointed Officers.

A. Subject to the approval of the chapter, the Executive Committee shall appoint such other officers, as they deem necessary.

Section 6. Impeachment.

A. Any officer of the active chapter may be impeached for non-exemplary conduct or conduct not becoming of a Sigma Chi.

B. Any office shall be declared vacant and the brother impeached by a two-thirds (2/3) vote of the active chapter, but only after charges have been openly preferred against the officer by a member of the chapter one week prior to the meeting at which the impeachment vote is to be taken.

Section 7. Vote of Confidence.

A. At the second regular meeting in January, any brother may call for a vote of confidence upon any officer or committee chairman, whereupon any officer or committee chairman who does not receive a majority vote in his favor shall resign from such office and responsibility. If such action causes a resignation, the position shall be filled as per Article III, Section 1-D.

Article IV

Committees

Section 1. Committees.

Amended 11/16/2017 by Matteo Miralaie, Consul

A. There shall be the following committees:

1. Executive Committee
2. Finance Committee
3. Scholarship Committee
4. Ritual Committee
5. Social Committee
6. Recruitment Committee
7. Pledge Committee
8. Alumni Relations Committee
9. Publications Committee
10. Peterson and Poly Gold Committee
11. Judicial Board

Section 2. The Executive Committee.

A. The Executive Committee shall be composed of the Pro Consul (Chairman), the Consul, the Magister, the Quaestor, the Rush Chairman, the House Manager, the Social Chairman, the Annotator, the RMF Chairman, the Scholarship Chairman, Tribune, Fundraiser Chairman and one brother each from the senior, junior, and sophomore classes who are elected by the Executive Committee.

B. The Executive Committee shall meet weekly to plan the chapter meeting agenda and for the purpose of assisting the Consul in the planning and fulfillment of a well-rounded active chapter program.

C. Each report to be heard in the chapter shall first be heard in the Executive Committee. This will enable the Executive Committee to plan its agenda and add any additions to a report before it is heard in chapter.

D. The sophomore class representative on the Executive Committee shall be the Annotator of the Executive Committee and shall post a copy of the minutes of each Executive Committee within twenty-four (24) hours after its adjournment.

Section 3. The Finance Committee.

A. The Finance Committee shall consist of the Quaestor (Chairman), Assistant Quaestor, the Consul, the Chapter Advisor, Housing Corporation President, an active brother of the Quaestor's choosing, and the Alumni Financial Advisor.

B. The Finance Committee shall meet at least two weeks prior to the first chapter meeting of each fall term to consider and prepare a budget for the entire school year. This budget must be presented to the chapter at the first chapter meeting of the fall term and will only be legal after approval by a majority vote of the chapter.

C. The Finance Committee will require the appointment of a qualified person, preferably a Certified Public Accountant, to audit the accounts of the Quaestor. The accounts will be audited at the termination of each Quaestor's term of office or more often, as the committee shall direct. The accounts must be audited at least once each school year.

D. The Finance Committee shall require that the Quaestor submit a copy of the budget and all audits to the chapter, the Chapter Advisor, the Housing Corporation President, the Grand Praetor, and the General Headquarters Office of the Fraternity.

E. The Finance Committee shall require that the Quaestor submit, in approved accounting form, a monthly written statement of profit, loss, income, and expense breakdown to the chapter, the Consul, the Chapter Advisor, the Housing Corporation President, the Grand Praetor, and the General Headquarters Office of the Fraternity no later than the thirtieth of the month for the previous month's operation. This report shall also include a balance sheet, list of accounts payable, and accounts receivable as prescribed by the Sigma Chi Executive Committee.

F. The Finance Committee shall require that the Quaestor submit to the Chapter Advisor, the Housing Corporation President, the Grand Praetor, and the General Headquarters Office of the Fraternity a yearly financial summary of operations for the entire school year. This report must be prepared and distributed no later than July 1st of each year.

G. The Finance Committee shall require that the Quaestor be bonded in the amount of five thousand dollars (\$5,000), the cost of the bond to be borne by the chapter. This bond to be in addition to the survey bond of five thousand dollars (\$5,000) provided by the General Headquarters Office of the Fraternity.

H. The Finance Committee shall be responsible for the Financial Policy of the chapter and its fulfillment, and in addition, any brother who does not abide by the provisions mentioned in these bylaws or hereinafter aforementioned for the payment of bills to the chapter shall be subject to such disciplinary action as the Finance Committee deems best. Statute 7.02 of the Sigma Chi Constitution will be invoked whenever necessary.

Section 4. Scholarship Committee.

A. The Scholarship Chairman shall appoint the Scholarship Committee. The chapter shall elect the Scholarship Chairman.

B. The Scholarship Chairman shall, after frequent contact with the Scholarship Committee, construct such a program of scholarship that will be beneficial to both the pledges and the active brothers. The Scholarship Committee shall ascertain the scholastic eligibility of all brothers who have been nominated for a chapter office.

C. The Scholarship Chairman and this body shall be the chapter's liaison to the Sigma Chi Foundation.

D. Along with being financially current, an active member must be up to date with providing the scholarship chairman his most recent completed quarter's grades, as well as up to date accumulated GPA and any missing quarterly grades not previously reported. If not current with scholarship chairman, then the active is not current with the chapter.

Section 5. The Ritual Committee.

A. The Consul shall appoint the Ritual Committee, subject to the approval of the Magister.

B. The Ritual Committee shall have complete charge and care of all initiation paraphernalia, the construction of such and its removal, and shall assist the Consul and the Magister in any duties that may pertain to ritualistic action.

Section 6. The Social Committee.

A. The Social Chairman shall appoint the Social Committee. The chapter shall elect the Social Chairman.

B. The Social Committee shall plan at the beginning of each school year a tentative social program for the entire year. It shall also be the duty of the Social Committee, after being informed of this allotment provided in the budget as developed by the Finance Committee, to present in writing a tentative budget for each social event planned, which shall become a part of the permanent files of the chapter.

Section 7. The Recruitment Committee.

A. The Recruitment Chairman shall appoint the Recruitment Committee. The chapter shall elect the Recruitment Chairman.

B. The Recruitment Committee shall plan and execute all recruiting functions. It will present a recruiting plan to the chapter for approval the last chapter meeting of the school year to go into effect during the summer and the ensuing school year.

Section 8. The Pledge Committee.

A. The Pledge Committee shall be composed of the Consul, the Magister, and two active members of the Magister's choice.

B. The Pledge Committee's duties shall be: to successfully integrate Preparation for Brotherhood to the pledge class.

Section 9. The Alumni Relations Committee.

A. The Alumni Relations Committee shall be composed of the Tribune (Chairman) and other active brothers appointed by the Tribune.

B. The Alumni Relations Committee's duties shall be: to maintain a correct alumni mailing list, to formally invite all alumni to chapter functions, to be a liaison between the chapter and nearby alumni chapters and associations, plan alumni relations programs, and assist in the program of chapter publications.

Section 10. The Publications Committee.

A. The Publications Committee shall be composed of the Chapter Editor (Chairman), brothers interested in circulation and advertising, sports, literary endeavor and photography, the chairman of the Alumni Relations Committee, and as many other members as necessary.

B. The Publications Committee's duties shall be: to supervise and execute all chapter publications and publicity, particularly the chapter newsletter, which is published quarterly.

Section 11. The Peterson and Poly Gold Committee.

A. The Executive Committee shall appoint the Peterson and Poly Gold Committee.

B. The Peterson and Poly Gold Committee shall be responsible for submitting to the General Headquarters Office of the Fraternity an application for the Peterson Significant Chapter Award and shall be responsible for submitting to Cal Poly an application for the Poly Gold Award.

Section 12. Special Committees.

A. The Executive Committee shall, at the suggestion from either the Consul or the active chapter, authorize the appointment of any special committees.

Article V

Finances

Section 1. Pledge/Initiation Fees.

A. All pledge initiation fees of the Theta Sigma Chapter and the General Fraternity shall be included in the pledge's monthly dues as set up by the Finance Committee and stated in the Quaestor's Policy.

Section 2. Monthly Dues.

A. The Quarterly dues of the Theta Sigma Chapter will be stated in the Quaestor's Policy from which allocations will be made to a social program and the active chapter program, but which will be collected as one fee or as stated as the payment plan.

Section 3. Semi-Annual Dues to the General Fraternity.

A. Semi-annual dues are paid by the chapter and shall be included in the monthly dues as set up by the Finance Committee and stated in the Quaestor's Policy.

B. The Quaestor shall submit these dues to the Executive Secretary along with the semi-annual report, prepared by the Tribune before the prescribed deadline for submissions.

Section 4. Chapter House Endowment.

A. The sum of one hundred dollars (\$100.00) is to be paid per brother after initiation within three (3) months, to be used as a permanent endowment. If the brother does not pay this amount within three (3) months, said brother may be voted to be financially suspended, even if said brother has an account balance lower than one hundred and eighty dollars (\$180.00).

B. The active chapter shall have no voice except in an advisory capacity concerning the administration of the forgoing endowment.

Section 5. Payment of Bills.

- A. All bills will be due and payable to the chapter on the first (1st) day of each month.
- B. All bills will be delinquent if not paid by midnight on the tenth (10th) day of the month.

Section 6. Payment Plans.

- A. The chapter shall have payment plans as provided in the Quaestor's Policy.
- B. Payment plans must be approved by the Executive Committee of the Theta Sigma Chapter and will be approved only when deemed necessary. The need for a particular payment plan will be assessed on an individual basis.

Section 7. Financial Suspension.

- A. Financial suspension proceedings will begin at such time any brother shall become \$500 in debt or \$1000 in debt if living in the house.
- B. Financial suspension shall be carried out as prescribed in Sigma Chi Statute 7.02.
- C. Brothers who are financially suspended, in the process of being expelled, or are not current with their financial obligations to the chapter as stated by the Quaestor's Policy shall abide by the following stipulations.
 - 1. Said brother will not be allowed to attend or participate in any chapter activities including, but not limited to social events and intramural sports.
 - 2. If said brother lives in the house, he will be served notice that he will have to find another place of residence within thirty (30) days or pay his bill.

Section 8. Occupancy of the House.

- A. No brother will be allowed to move into the house unless he has completed a housing contract. The brother must also be current in his financial obligation to the chapter as outlined in this document.

Section 9. Billing.

A. All brothers are responsible for paying their dues at the first meeting of each month. If there is no meeting in the first ten (10) days of a month, each brother shall be responsible for paying his dues to the Quaestor.

Section 10. Education and Prevention.

A. The bylaws shall be given to all pledges at their first pledge meeting where the Quaestor will address the pledge class about their fiduciary responsibility. The Quaestor will also review the policy with the chapter annually.

1. No pledge shall be initiated into the chapter who has an outstanding balance with the chapter.

B. Upon initiation, each new brother shall:

1. Fill out a financial policy under the guidance of the Quaestor. The brother shall sign the policy.
2. Fill out his Membership Accountability Form (MAF)

Article VI

Amendments

Section 1. Procedure to Make Amendments.

A. To amend these bylaws, a proposal must be presented to the Executive Committee in writing, after which the proposal shall be presented to the next regular chapter meeting.

B. The proposal shall not be voted upon until the second regular chapter meeting after the one in which it was first read. A two-thirds (2/3) affirmative vote of the active chapter present shall constitute approval of said amendment (if quorum is met in the chapter meeting as prescribed in these bylaws). The amendment shall go into effect immediately unless otherwise stated in the amendment if it is approved.

Article VII

Conduct

Section 1. Personal Conduct.

A. Each brother and pledge shall conduct himself as a gentlemen and in a manner which shall preclude any conduct prejudicial to good order and discipline or unbecoming a member of the Sigma Chi Fraternity within the meaning of its laws while he is on the chapter grounds, engaged in a chapter related function, or is engaged in any activities which shall be a reflection on the chapter because of his actions.

B. Any violation of the foregoing ruling shall be subject to the disciplinary action of the Judicial Board.

Section 2. Conduct with Pledges.

A. Every active brother shall treat the pledges of the chapter with a high respect and esteem emulating the ideals of the White Cross.

B. Any brother in violation of the foregoing ruling shall be subject to the disciplinary action of the Judicial Board and at their discretion be subject to the action as put forth in the Sigma Chi Constitution, Statute 7.01.

Section 3. The Judicial Board.

A. The purpose of the Judicial Board shall be to:

1. Respond fairly and decisively to brothers who have brought dishonor to the chapter and fraternity through their actions at any time, either while at a chapter sponsored event or otherwise.
2. Hold brothers accountable for breaking any Sigma Chi Statutes and/or chapter bylaws.
3. Hold brothers accountable to the basic expectations of fraternity members as outlined in the Sigma Chi Ritual.

B. The Judicial Board shall be formed by the Chief Justice who shall be nominated by the Consul and approved by the Executive Committee at the beginning of the Consul's term of office.

C. When an accusation occurs in accordance with Article VII, Section 3, Sub-Section C, the Chief Justice shall appoint one unbiased representative from each pledge class to Associate Justice positions. The appointees must then be affirmed at the next Executive Committee meeting to form the Judicial Board.

D. Accusation.

1. The Consul or member of the Executive Committee is informed by:
 1. A witness
 2. Another brother
 3. The Interfraternity or Panhellenic Councils
 4. The university
 5. Other credible source
2. The Executive Committee, if appropriate, will automatically put the brother(s) involved in the incident on immediate suspension from all chapter activities

(social events, intramurals, pledge interaction, etc.) for a period not to exceed fifteen (15) days pending the outcome of an investigation and decision by the Judicial Board.

E. Investigation of Incident.

1. The Consul shall contact the Chairman of the Judicial Board who will notify the other board members, begin collecting facts, and if necessary, set a trial date which must take place within the fifteen (15) day suspension period listed above.
2. The Judicial Board Chairman shall notify the brother(s) accused immediately and give him forty-eight (48) hours to respond to the allegations. Responses should be given to the Consul and Judicial Board Chairman.
3. Failure of the brother(s) to reply within the designated time period will result in a plea of no contest.

NOTE: No contest does not imply guilt or innocence.

F. Trial.

1. A trial shall be held on the date set by the Judicial Board Chairman unless the brother(s) admit guilt in which case there is no trial and the Judicial Board Chairman shall apply the appropriate punishment.
 1. The date shall be set far enough in advance to provide participants and witnesses ample time and notice to make arrangements to attend.
2. The Judicial Board shall be presented with all the facts and either:
 - a. Make a decision
 - b. Decide to hear further from the witnesses, those accused, and any other person the Judicial Board decides will be needed. In this case, further testimony will be entertained after which a decision will be rendered.

G. Punishments: If the brother(s) are found to be guilty, the punishment shall be assigned by offense. The Judicial Board will levy a first offense punishment from the first tier unless the incident is of a serious enough nature to warrant the initiation of trial board proceedings. On a second offense the Judicial Board shall assign punishment from the second tier, etc. Each time a brother is brought before the Judicial Board during his undergraduate membership, he shall be given a higher tier of punishment even if the incident is different in nature.

NOTE: Though the brother(s) will be under the following sanctions, they will not be relieved of chapter financial obligations or mandatory chapter meeting attendance.

1. First Tier:
 1. Ten (10) hours of service to the chapter, university, or community to be decided by the Executive Committee.
 2. Five (5) hours of study time to be devoted to reviewing the Sigma Chi Ritual.

3. Verbal reprimand accompanied by a signed agreement that specifically states the guilty party or parties will not engage in the prohibited activity again.
4. If necessary, an acceptable letter of apology shall be written by the brother(s) involved in the incident approved by the Judicial Board Chairman and the Consul.

NOTE: The above may be replaced and/or supplemented by voluntary emotional or substance abuse counseling.

2. Second Tier:

1. Fifteen (15) hours of service to the chapter, university, or community to be decided by the Executive Committee.
2. Ten (10) hours of study time devoted to the Sigma Chi Ritual to culminate in a presentation on the Ritual to the active chapter.
3. Verbal reprimand accompanied by a signed agreement that specifically states the guilty party or parties will not engage in the prohibited activity again.
4. If necessary, an acceptable letter of apology shall be written by the brother(s) involved in the incident approved by the Judicial Board Chairman and the Consul.

NOTE: The above may be replaced and/or supplemented by voluntary emotional or substance abuse counseling.

3. Third Tier:

1. The chapter will initiate conduct expulsion proceedings pursuant to Statute 7 of the Sigma Chi Statutes and 7.01-2 through 7.01-1 of the Executive Committee Regulations.

H. Appeals: The Chapter Advisor or the House Corporation President shall hear any appeal within fifteen (15) days of the decision by the Judicial Board. To file an appeal, the brother(s) must make a written request to the Judicial Board Chairman and the Consul who will forward the information to the Chapter Advisor and the House Corporation President with the transcripts from the trial within three (3) days. Before an appeal is heard there must be proof that due process was not served, i.e. right to face accuser, right to be privy to all evidence, right to an appeal, and right not to testify against oneself

Article VIII

General

Section 1. Distribution of Bylaws.

A. The Magister is responsible for giving each pledge a copy of the bylaws and house rules and seeing that he is familiar with them within three (3) weeks of his formal pledging.

B. Additionally, every pledge of the chapter must sign a document outlining the specific scholastic policies outlined in these bylaws at the beginning of his pledgeship.

C. Each brother is entitled to a copy of the bylaws and house rules. In addition, copies shall be given to the Chapter Advisor, the Grand Praetor, and the General Headquarters Office of the Fraternity. Availability of the bylaws shall be the responsibility of the Pro Consul.

Section 2. Reading of the Bylaws.

A. The Consul shall be responsible for the complete reading of these bylaws in a regular active chapter meeting at least once a year.

Section 3. Regulations Regarding Active Chapter Bylaws.

A. (Sigma Chi Statute 6.02.b) Active chapters shall adopt bylaws for the government and for the regulation and control of their revenues and property and shall file a copy thereof with the Executive Secretary immediately upon adoption, provided that no such bylaw shall be valid which conflicts with any provision of the Constitution, Statutes, Ritual, or any enactment of the Sigma Chi Fraternity.

B. All amendments to the bylaws shall be filed as a public document in the organization's myBAR page and the executive board will alert the Senior Coordinator of Student Life in the Office of Student Life and Cultural Centers via email within 90 calendar days indicating the date and method of adoption. Any amendment(s) which change(s) the purpose or intent of the organization or substantively modify the bylaw's provisions shall be approved by the University before taking effect.

Section 4. Illegal Drugs and Marijuana.

A. Per the Governing Laws, the Sigma Chi Fraternity, and the chapter do not condone the possession, use, or sale of illegal drugs or marijuana.

B. There should be no illegal drugs or marijuana present at any function associated with Sigma Chi or any other function where Sigma Chi is represented or on any property owned or operated by Sigma Chi.

Section 5. Chapter House Occupancy.

A. The Housing Corporation shall be responsible for determining the method by which residency in the chapter house is granted.

B. It shall be filled to capacity each quarter.

C. It is recommended that officers live in the chapter house for the duration of their terms.

Section 6. Active Membership.

Amended 11/16/2017 by Matteo Miralaie, Consul

A. Active membership is defined as meeting all of the following requirements

1. Being duly initiated by or affiliating with the Theta Sigma Chapter of the Sigma Chi Fraternity.
2. In good standing with the Quaestor in accordance with his policy for the term of his office.
3. Enrolled in classes at the hosting university of institution where the chapter resides as either a full or part time student.
4. Full time status is defined by the university as twelve (12) or more units per academic quarter.
5. Part time status is defined by the university as anything less than twelve (12) units per academic quarter.
6. Financial status will be held and enforced in accordance with the Quaestor's Policy for his term in office.

Section 7. Faculty Advisor.

A. The Theta Sigma chapter of Sigma Chi shall have at least one advisor over 21 years of age who shall be a member of the faculty, administration, or staff of the California State Polytechnic University, Pomona. The advisor may not be on leave of absence at any time during his/her term of appointment.

Amended 11/16/17 by Matteo Miralaie, Consul