

Alpha Delta Colony (Unofficial) Preliminary Constitution

**Article I: Name**

The name of this organization shall be PHI MU ALPHA SINFONIA at Iowa State University.

**Article II: Purpose (from Article II of Nat’l Constitution)**

The purpose of this fraternity shall be for the development of the best and truest fraternal spirit; the mutual welfare and brotherhood of musical students; the advancement of music in America and a loyalty to the Alma Mater.

**Article III: Statement of Compliance**

**Section 1:** PHI MU ALPHA SINFONIA abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations.

**Section 2:** PHI MU ALPHA SINFONIA agrees to annually complete President’s Training, Treasurer’s Training and Advisor Training (if required).

**Article IV: Non-Discrimination Statement**

Iowa State University and PHI MU ALPHA SINFONIA do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran.

**Article V: Membership (from Bylaws, Title III Article III of Nat’l Constitution)**

**Section 1:** *Classes of Membership*: The four classes of membership are probationary, collegiate, alumni and honorary. Membership shall be open to all students in good standing at Iowa State University.

**Section 2:** *Authority to confer membership*: Chapters, the National Assembly or the NEC may confer collegiate membership. The NEC confers national honorary membership. Chapters confer honorary membership.

**Section 3:** *Initiation Ritual Requirement:* A man must participate in the role of candidate for initiation in the most current revision of the national Initiation Ritual to become a colligate or honorary member.

**Article VI: Risk Management**

The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to (name of student organization), [c] to submit documentation to ISU’s Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization’s events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable)

**Article VII: Officers**

**Section 1: Duties**

President

* Preside over all meetings
* Represent organization on campus
* Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center
* Maintain communication with organization adviser

Vice-president

* Preside over meetings in the absence of the President
* Schedule meetings/events with appropriate University offices
* Coordinate organization promotion and publicity of events

 Secretary

* Maintain an accurate record of all organization meetings and post for members
* Maintain membership directory
* Correspond when necessary with University administration and other recognized organizations

 Treasurer

* Maintain accurate record of organization transactions
* Collect dues if required
* Develop organization budget and present to membership for ¾ vote
* Cosign organization checks along with the Adviser
* Arrange fundraising opportunities for the organization
* Solicits additional funding if needed from the Student Government
* Association in conjunction with the President

Advisor

* Maintain communication and meet with officer(s) regularly
* Awareness and approval of financial expenditures
* Ensure that the organization abides by the guidelines in Article III.

**Section 2: Term of Office:** The term of office will be one full year (Fall to Spring Semester). All officers shall comprise the Executive Committee of the organization. The Executive Committee shall meet in addition to regular organization meetings. The Executive Committee shall appoint such committees that are needed to carry out organization goals.

**Section 3: Election to Office:** Election of officers will require a majority vote from the general membership. If a candidate fails to receive a majority of votes, a runoff election will be held with the top two candidates that received the most votes. Members interested in becoming an officer must meet academic requirements as established by the Student Organization Recognition Policy.

**Section 4: Office/Advisor Removal:** Officers may be removed from office by ½ vote of the other officers and ¾ of the general membership if actions are deemed inappropriate by the membership. Actions to be deemed inappropriate shall be along the lines of (a) not performing assigned duties (b) anything ethnical or illegal that could reflect negatively on the fraternity or (c) making discriminating or derogatory statements to any individual. The officer is permitted to speak before the Executive Committee and the general membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the Executive Committee regarding the charges. Replacement of the removed officer or advisor shall adhere to the guidelines of Article VII Section 3.

**Section 5: Minimum Cumulative GPA for Officers:** (a) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(b) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate, graduate, and professional students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

**Article VIII: Advisor**

**Section 1: Duties:** See Article VII Section 1.

**Section 2: Method of election/selection of advisor(s):** The advisor of this fraternity shall be elected by the general membership by secret ballot. If the instance of a tie, a selection will be made by the executive committee.

**Section 3: Term of Service:** The length of the advisors term shall be at his or her leisure or while he or she is at Iowa State University.

**Section 4: Impeachment/Removal of Advisor:** See Article VII Section 4 (normal election procedures)

**Section 5: Replacement of Advisor:** See Article VII Section 3.

**Article IX: Finances**

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Advisor to this organization must approve and sign each expenditure before payment. The organization may establish reasonable dues that must be paid by all members. The amount of the dues will be determined in the beginning of the academic year by the Executive Committee and presented to the general membership for a ¾ vote. Dues must be paid by the 5th week of the semester. The treasurer shall maintain all financial records and shall countersign with the president for all organization transactions. The Chapter may collect regular dues from its colligate members above those required to meet national financial obligations. ¾ of the membership present and voting may approve added special assessments for chapter colligate members.

**Article X: Amendments & Ratifications**

This constitution may be amended and subsequently ratified at any time, with the unanimous approval of the President, Vice President, and Treasurer and with a simple majority of the membership, not counting abstainers. Ratified amendments to this Constitution must be submitted to the Student Activities Center within (10) days.