

# Zeta Psi Standing Rules

Tau Beta Sigma, Zeta Psi

02/19/2020

## INTRODUCTION

Standing Rules are the rules adopted by an organization that describes *how* its by-laws and operations are carried out. Standing Rules consist of motions that are long-lasting. They are sometimes described as the “that’s the way we’ve always done them” rules.

Adoption of a Standing Rules requires a majority vote and no previous notice. They can be suspended at any time by a majority vote. Standing rules are amended or rescinded by a 2/3rds vote.

## CHAPTER OPERATIONS:

“All degree rituals and a halfway meeting, or a halfway workshop, must be held every semester.”

- Standing Rule passed 10/25/2017

“A vote to take a class for the semester must be held the first chapter of every semester and requires a 2/3 vote of the total membership in favor to pass.”

- Standing Rule passed 10/25/2017

“Special cut off times for any event held by an officer must be announced at least a week before the event occurs for them to be in effect. Any cut off time announced within one week of an event cannot be enforced.”

- Standing Rule passed 01/22/2020

“For all mandatory events, call times cannot be changed and remain mandatory unless approved by the chapter.”

- Standing Rule passed 01/22/2020

## COMMITTEES:

“Virtual committees shall consist of no more than 10 people. The committee chair can lower that number for virtual committees at their discretion.”

- Standing Rule passed 2/21/2018

"Discussion in a virtual committee should be more professional, with committee chairs guiding the discussion."

- Standing Rule passed 2/21/2018

## MEMBERSHIP:

"Appeals to E-board to be put on the big list for sisters who do not meet big sister requirements or are in their graduating semester must include a written letter."

- Standing Rule passed 10/25/2017

"MCs shall not receive any Greek letters, including stencils used for crafting, except at time of Initiation."

- Standing Rule passed 3/21/2018

## OFFICERS:

"All officers in possession of the Chapter Card shall alert the Treasurer when using it."

- Standing Rule passed 3/21/2018

"All officers shall update the Treasurer at least 24 hours before moving to extend their budgets."

- Standing Rule passed 3/21/2018

"All officers must verify with the Treasurer before transferring the Chapter Card to someone else."

- Standing Rule passed 3/21/2018

## PRESIDENT-

"The President shall be responsible for completing the following paperwork for Tau Beta Sigma National Organization by the following deadlines:

Chapter Summary Report and Officer Update Report shall be done by the newly-initiated President at the end of the spring semester

Graduating Seniors Report shall be done every semester a sister graduates

Chapter Personnel Report shall be done at the beginning of fall semester

Fall Activity Report shall be done by the end of fall semester

SED Proxy/Delegate Form shall be done by the set deadline"

- Standing Rule passed 3/21/2018

"The President shall mail the Initiate Registration form when the VPM has completed it."

- Standing Rule passed 3/21/2018

"The President shall be responsible for completing the following paperwork for the UCF Registered Student Organization Office:

RSO Officer Update Form shall be done any time a new officer(s) is/are elected

RSO Update Form shall be done by the start of fall semester"

- Standing Rule passed 3/21/2018

## VICE PRESIDENT OF MEMBERSHIP-

"The VPM shall complete an Initiate Registration Form by the set deadline after a new class has been initiated."

- Standing Rule passed 3/21/2018

## TREASURER-

"The Treasurer shall fill out the RSO Chapter Card Update form."

- Standing Rule passed 3/21/2018

## ALUMNI SECRETARY-

"The Alumni Secretary shall assist with alumni-related activities for the Marching Knights whenever necessary."

- Standing Rule passed 3/21/2018