

*The*  
*Petition for Charter*

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FROM THE  
NU-PI COLONY  
OF  
TAU KAPPA EPSILON  
FRATERNITY

UNIVERSITY OF DELAWARE





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COMPILED BY \_\_\_\_\_ AND THE 2020 EXECUTIVE BOARD OF THE  
NU-PI COLONY OF TAU KAPPA EPSILON



# *Declaration of Intent*



The brothers of the Nu-Pi colony have worked tirelessly and completely devoted ourselves to the rechartering of our colony, bringing Tau Kappa Epsilon back to the University of Delaware. In a time where Greek life is continually criticized and questioned, we believe Nu-Pi has the power to contribute to the positive University of Delaware Greek life climate, and help many see the value that Fraternity life fosters in is leadership, brotherhood, and values. In our time on campus thus far, we have watched the unprecedented development of our fraternity, and its effects on our brothers and the general university population. Our growth, dedication, and morale is higher than ever, and we are prepared to continue to make history. We continue to uphold the values established in 1899 of love, charity, and esteem. Our lives have become dedicated the lifestyle envisioned by our founders, and we have made the Tau Kappa Epsilon morals. Together, we have made it our mission that the principles of Tau Kappa Epsilon find their home on the University of Delaware campus, and continue to touch the lives of each collegiate member long after we're gone. Above all, we wish to create a legacy where many more men on our campus are able to become a "Better Man for a Better World" for life, and enjoy all the enrichment that comes with being a Teke.



## *Summary of Chartering Requirements*

1. Satisfactory score using the Chapter Assessment Tool.
2. Membership of at least 50 members, with at least 80% of the members planning on and qualified to return as active collegiate members during the subsequent academic year.
3. Each individual is required to have equal to, or above, the minimum GPA considered to be in good standing with the university, and the colony Grade Point Average must be equal to, or greater than, the campus All Men's Average.
4. Active Chapter Advisor.
5. Functioning Board of Advisors.
6. Be incorporated as a not-for-profit organization under the laws of your state.
7. Written approval from the college or university.
8. Demonstrate strong participation in campus activities.
9. Hold a retreat prior to installation as a chapter.
10. Be financially stable, which includes having a zero dollar balance with the Offices of the Grand Chapter.
11. At least one collegiate member must attend a Conclave, and a minimum of three collegiate members must attend a Regional Leadership Conference.
12. Colony progress reports must be submitted to the Offices of the Grand Chapter.
1. The colony earned a satisfactory score of \_\_\_\_ using the Chapter Assessment Tool.
2. The colony has 62 active members as of the writing of this petition. All but one member are planning on and qualified to return as active collegiate members during the subsequent academic year.
3. The colony's cumulative GPA is higher than the campus All Men's Average, and each individual member is in good academic standing with the University of Delaware.
4. The colony's Chapter Advisor is Frater \_\_\_\_.
5. The colony's BOA is composed of Chairman \_\_\_\_\_, Vice Chairman \_\_\_\_\_, Vice Chairman \_\_\_\_\_, and Secretary/Treasurer \_\_\_\_\_.
6. The colony is incorporated as a nonprofit organization in the state of Delaware. Documentation is attached.
7. The colony is approved by the University of Delaware. Documentation is attached.
8. The colony demonstrates strong participation in campus activities. A complete list of each individual member's extracurricular commitments is attached.
9. The colony held a virtual retreat on the weekend of May 2-3, 2020. The retreat was overseen by Grand Province Volunteer \_\_\_\_\_. A summary of the retreat and a corresponding list of goals are attached.
10. The colony has a balance of \$0 with respect to the OGC, and is therefore financially stable, as of the writing of this petition.
11. The colony sent four active members as delegates to the 2020 RLC in Jersey City, NJ. At least one active member will attend Conclave 2022 in Houston, TX.
12. Submitted.



May 3, 2020

Offices of the Grand Chapter  
Tau Kappa Epsilon International  
7439 Woodland Drive Suite 100  
Indianapolis, IN 46278

Fellow Fraters,

We, the brothers of the Nu-Pi Colony at the University of Delaware, do hereby declare that we have completed all of our listed chartering requirements. The journey in doing so was arduous and unpredictable, but thanks to the hard work and dedication of our highly motivated fraters, we persevered. Over the course of our time as an official colony, we found great success in establishing a culture in accordance with the mission and principles of Tau Kappa Epsilon. It is the aim of this letter to highlight some of our triumphs as well as to provide context for how such success was achieved. Furthermore, it is also the aim of this letter to preface why our colony, given our success, is deserving of a charter. It is therefore both an honor and a privilege to submit to the Offices of the Grand Chapter our petition to become a full-fledged chapter of Tau Kappa Epsilon.

On March 4, 2019, initial contact was made between the brothers of the Nu-Pi Colony, although then just an interest group, and the Tau Kappa Epsilon Professional Staff. Inspired by tales of Nu-Pi greatness from before we were ever on campus, as well as the knowledge of Tau Kappa Epsilon greatness internationally, the men of our interest group sought to revive the former and replicate the latter by restoring the Nu-Pi chapter of Tau Kappa Epsilon. During these early days, Frater \_\_\_\_\_ was instrumental in getting Nu-Pi back on campus. Thanks to his outstanding administrative efforts, we were officially recognized by the Interfraternity Council on October 14, 2019. Our men, who had been hungry to establish themselves and make an immediate impact on campus since March, were now starving. Members began to express the wish to focus on chartering while simultaneously learning what it means to share with one another the Bond for Life.

Since that fateful day on October 14, 2019, the devotion of our group never wavered, as we remained driven, productive and consistent with the ideals of Tau Kappa Epsilon. We began fundraising for the B+ Foundation through our school's largest philanthropy event, UDance, ultimately raising \$7,683 in half the time and with half the manpower of other fraternities on campus. We were also quick to establish amicable relationships with the rest of the Greek Life community, which led to us developing a positive and still-growing reputation on campus. This reputation grew significantly when, thanks to the on-stage performance of a few of our talented brothers, we won the University of Delaware's 2019 Greatest of the Greeks competition (seemingly) out of nowhere. All the while, we continued to excel academically and morally, working alongside our distinguished alumni to improve ourselves in every facet of fraternal life. Lastly, we had the privilege of meeting and learning from Frater \_\_\_\_\_, first at Widener University and later at the Regional Leadership Conference in Jersey City, NJ. All of these



successes indicate that the mechanisms are in place for sustained Nu-Pi greatness even after our re-founding group passes the torch down to the next generation of undergraduate leaders.

Despite the unprecedented challenges fraternities face due to the COVID-19 pandemic, our colony has conserved its momentum and continues to steamroll ahead. Our sights and collaborative efforts remain set on our goals: chartering in the short term and continued excellence in the long. Virtual brotherhood events, chapter meetings, Executive Board meetings, and even a virtual retreat are just a few of the tools we have employed to keep morale high and ensure that an organized plan is in place for the realization of these goals. As we navigate the virtual environment we find ourselves in, we learn more and more about the identity of our group and how we fit into the larger picture painted by the ideals and values of Tau Kappa Epsilon. In this time of need, the bond that we were once so excited to explore has now solidified, leaving us with fewer questions about the blessing that Tau Kappa Epsilon brings into its members' lives. We view the current pandemic as evidence that while circumstances may change and times may get tough, our united vision and collective devotion to the Bond will never be compromised.

It is with great pride that we disclose to you at the Offices of the Grand Chapter the contents of this petition. It is the culmination of everything we have worked so hard to achieve, and everything that our members have vowed to continue to strive for in the many years of success to follow. We have complied with The Black Book and all other fraternity policies, and have continued to embody the principles of Tau Kappa Epsilon in the hopes of finally arriving at our moment of recognition. This fine and accomplished group of men has great potential, the extent of which has yet to be seen. As their proud leader, I have the utmost confidence in their ability to carry on the tremendous work that we have only just begun to scratch the surface of. Thank you, fellow fraters, for your time and consideration. We eagerly await your response and hope that you will deem us worthy after reviewing our following petition to charter.

Yours in the Bond,

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Prytanis  
Nu-Pi Colony  
University of Delaware





*The*  
*History of the University*

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Our university is one that is not only rich in culture and education, but in history. In its 277 years of existence, it has educated some of the country's greatest leaders, and has become a nationally renowned university. Our university challenges its students to "Be First" in all aspects of life, promoting academic excellence, leadership, and global change.

The University of Delaware originated in 1743 as a school in the home of a Presbyterian minister, Francis Alison. Originally in New London, Pennsylvania, it did not relocate to Newark, Delaware until 1765. There, it was granted a charter as the Academy of Newark in 1769.



In 1832, trustees selected site for the college and the first college building was constructed, Old College, which still proudly stands in the heart of the University of Delaware campus. In 1833, our university was chartered as Newark College focusing on academic areas such as arts, sciences, and language. In the 1840s, the college continued to grow through construction of academic and dormitory buildings.

Due to financial issues, Delaware College suspended operations in 1859. Delayed by the Civil War, it wasn't until 1870 that the college reopened as a semipublic college. Due to the Morrill Land-Grant College Act, the college was able to sell 90,000 acres of land in Montana in order to fund its reopening.



In an effort to promote a growth in enrollment, women were admitted to the university between the years of 1872 and 1885. In 1914, the Women's College opened nearby the main campus. Brick archways that still stand today by Memorial Hall separated the male and female campuses. At that time, the legend of the "Kissing Arches" began, where students would kiss good night before returning to the dormitories. In the year of 1921, Delaware College renamed itself as the University of Delaware as a coeducational university in 1945. The Women's College of Delaware merged with the regular campus.



During the second half of the 20<sup>th</sup> century, the University experienced tremendous growth. The G.I. bill promoted enrollment, and nearly two thirds of enrolled students were veterans of WWII. Since 1950, enrollment has quadrupled, faculty has been expanded, academic programs and research have been enriched, and the University of Delaware has continued to challenge its students and the world to "Be First."

Today, the University of Delaware is the largest university in Delaware, offering 148 bachelor programs, 121 master's programs, and 55 doctoral programs in its eight colleges. Nearly 25,000 undergraduate and graduate students call the University of Delaware home, employing it's academic enrichment, taking part in its electric and infectious culture, and sharing the love of being a Fightin' Blue Hen.





# Our Campus





# *Brotherhood Retreat*

In the Winter of 2020, Nu-Pi began to plan a Brotherhood Retreat in order to facilitate bonding, and create a clear set of shared goals for the future of the Fraternity. During the planning process, COVID-19 began to devastate the country and ultimately caused the University of Delaware to suspend all operations- making it impossible to hold a large-scale physical Brotherhood Retreat.

Still looking to create a clear path for the Fraternity, and to achieve our requirements for chartering, our Executive Board decided to hold a smaller Executive Board retreat, led by Grand Province Volunteer \_\_\_\_\_. There, we were able to reflect on our journey thus far, and collaboratively begin to plan our future.

## **May 2, 2020:**

To begin, each Board Member led an open discussion with the rest of participants about their position. During this, \_\_\_\_\_ offered guidance and clarification for the position, and allowed the rest of the Board to give feedback to the Officer. Helping each individual understand their successes and where they could use improvement, everyone felt well equipped and motivated to grow in their respective office.

Following, we used a SWOT analysis to talk about our previous year. In discussing strengths, we talked about our high academic performance, our reputation amongst other Greek organizations, UD Greek Life Offices, and the general population, and our general momentum that we had gained along the year. Areas we identified as weaknesses were strategic recruitment, Executive Board accountability in maintaining expectations for all brothers, equal distribution of responsibilities amongst the Executive Board.

Next, we were able to identify a plethora of opportunities for Nu-Pi in the following semesters. We had the summer and great morale to plan for another great semester, the possibility of additional manpower due to Fall Rush, opportunities to continue to exceed expectations in philanthropic events, service events to provide support to the University of Delaware and surrounding areas, and the opportunity to be more transparent to the general membership of Executive Board proceedings. Finally, in order to be proactive, we identified potential threats to Nu-Pi. Aside from being newer and rather inexperienced, some potential threats included quality recruitment, and growing too quickly at the expense of our Chapter's organization.

## **May 3, 2020:**

For our second meeting to continue our retreat, our men decided to discuss something we thankfully hadn't had to encounter issues with- Risk Management. Wanting to take preventative measures, we felt we need to better understand Risk Management, in order to prevent it, and how to react to serious situations calmly and with accordance with the expectations outlined by Tau



Kappa Epsilon. In addition to this, upon the graduation of our Pylortes at the end of this semester, his office will be vacant and filled by another brother in the upcoming Fall. Now that our entire Executive Board is well educated of the Pylortes role and Risk Management, we can guide our new Pylortes into his office and ensure a smooth semester.

Next, \_\_\_\_\_ led us in a conversation on how to proceed in the event of another virtual semester. Although this is an option that none of our men hope for, we understand its necessity for the safety of our communities. Above all things, we wanted to make sure we could maintain our morale and momentum we had gained during this year. We discussed options for engaging chapter meetings, lively brotherhood events, effective moral and mental development, and how to maximize our philanthropic success in a virtual world.

Finally, we made some general goals for ourselves for the following year. We created specific recruitment goals for the Fall and Spring semesters, in addition to creating specific targeting goals through recruitment to help build a successful future Executive Board. Next, we made goals for our philanthropic efforts through St. Jude and our local charities. In order to develop ourselves as better men, we made specific goals for service events and hours and an overall significant improvement into our memberships' average GPA. Finally, we made social goals for ourselves to continue to become a recognized and respected name on campus.



This retreat continued with remarks from Frater \_\_\_\_\_, congratulating us for our successes thus far. \_\_\_\_\_ being our first contact with Tau Kappa Epsilon, it was rewarding to see the development of our chapter come full circle. Finally, Frater \_\_\_\_\_ congratulated us our successes as well, but motivated us to continue to develop and set a new bar for what it means to be a chapter of Tau Kappa Epsilon. Our retreat allowed us to focus our efforts, develop clear goals, and set ourselves up for a successful year, proving to be one of the most beneficial programs we've done thus far.



# *Executive Board Retreat Goals*

## **Philanthropy and Service:**

- ❖ Establish goal for St. Jude and UDance (currently \$20,000- \$30,000 collectively)
- ❖ Document progress per individual member with philanthropic efforts
- ❖ Pair with other relevant organizations for philanthropic events
- ❖ Provide opportunity for service events for membership with reflection to find purpose in continued service

## **Alumni Engagement:**

- ❖ Recognition of Alumni impact in Nu-Pi's continued success
- ❖ Utilization of Alumni feedback on colony progression, as well as programming and events they'd like to see
- ❖ Mentorship Program connecting past officers to present ones
- ❖ Involvement of Alumni in events, especially in Ritual and Initiation

## **Academic:**

- ❖ Utilize high academic expectations for on campus reputation and recruitment
- ❖ Assessing minimum expectations in different academic areas
- ❖ Create various internal scholarships to recognize academic excellence

## **Ensuring Sustainability and Tradition:**

- ❖ Understanding organization (international and local) to communicate and educate future members and more
- ❖ Well developed officer shadowing as well as creation of chairman positions
- ❖ Creating traditions that exhibit Nu-Pi culture, as well as implementation of past traditions

## **Recruitment:**

- ❖ Establish a clear expectation of New Member class size (currently 12-15 potential new members)
- ❖ Create outstanding and unique recruitment events to stand out amongst other organizations
- ❖ Utilize both formal and informal recruitment strategies
- ❖ Establish a high conversion rate amongst potential new members to become brothers

## **Brotherhood Goals:**

- ❖ Emphasize brotherhood connectivity
- ❖ Make programming fun and valuable (dinners, brotherhood trivia, incentives for progress, events, etc.)
- ❖ Establish Big Brother mentoring program



Dear Fraters,

On behalf of the Men of Nu-Pi colony/chapter at the University of Delaware in Newark, DE, I submit this letter of recommendation toward their petition to recharter and gain the status of becoming a Chapter of the Tau Kappa Epsilon International Fraternity. I have been familiar with the active members, their distinguished alumni and the core group of alumni volunteers for many years. I served on the Board of Advisors of the original Nu-Pi chapter, as well as an officer of the Nu-Pi Alumni Association. I will present to you some of the reasons I believe this group is ready to become a refounded Chapter of our Fraternity.

The membership has grown to over 50 men and when compared to existing fraternities on the campus, this many members is a good start and is very encouraging for recruitment opportunities in the near future. The alumni support for this colony will continue to be the added structure that the members will need for future success. The core group of Alumni Board members is mainly from the original Nu-Pi chapter and each of us is willing to provide assistance with a variety of issues facing the membership of Nu-Pi.

The following topics are some of the on-going projects which will ensure the best chapter membership for Nu-Pi. Plans in progress include contacting more past alumni members and getting them involved with the chapter. There are plans for developing fundraising programs and donation campaigns to curtail some of the costs for membership. Officers are meeting in person with the Board of Advisors on a monthly basis and a search is also beginning for a Faculty Advisor. The undergraduate chapter will begin an annual philanthropic event for increased community service and involvement with the campus and city community.

It is exciting to bear witness to the efforts of so many people to support the return of our chapter to the University of Delaware campus. Working in conjunction with our alumni and both TKE regional and national leaders, the undergraduates have shown a willingness to both work hard and to learn. They represent TKE values. Along with my fellow alumni volunteer fraters, I whole-heartedly support this petition to recharter the Nu-Pi Chapter, on the University of Delaware campus.

Yours in the Bond

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# *Greek Life*

Greek life has become a pivotal part of the University of Delaware culture. A large number of social, professional, multicultural, and service Greek organizations have found their home on this campus. With this, the number of organizations and their membership continues to grow. After 115 years on campus, Greek life has been a staple of the college experience for many Blue Hens. Currently, over 4,800 students are involved in some Greek organization at the University of Delaware, making up about 27% of the undergraduate population.

The Fraternity and Sorority Leadership and Learning is dedicated to developing leadership, promoting health and safety, and making positive change on the Blue Hen and global community. FSLP has worked alongside its organizations to cultivate and continue a positive reputation for Greek life organizations on the University of Delaware campus, and other collegiate programs across the country. Their mission statement states, “We support fraternities and sororities as they advance their purpose and impact members’ ability to reach their full potential through leadership development, student advocacy, cultivation of partnerships and promotion of health and safety.”

## **Panhellenic Council**

<b>Sorority</b>	<b>Chapter</b>	<b>Year Chartered</b>	<b>Number of Members</b>
Alpha Delta Pi	Theta Delta	2008	194
Alpha Epsilon Phi	Phi Chi	1989	173
Alpha Phi	Epsilon Nu	1972	194
Alpha Sigma Alpha	Delta Iota	1972	176
Alpha Xi Delta	Theta Gamma	1989	181
Chi Omega	Rho Lambda	1988	183
Delta Delta Delta	Epsilon Upsilon	2019	202
Delta Gamma	Zeta Chi	1994	68
Gamma Phi Beta	Eta Gamma	2010	177
Kappa Alpha Theta	Zeta Tau	1995	160
Phi Sigma Sigma	Delta Eta	2013	180
Pi Beta Phi	Delaware Alpha	2016	170
Sigma Kappa	Theta	1986	184



## Interfraternity Council

<b>Fraternity</b>	<b>Chapter</b>	<b>Year Chartered</b>	<b>Number of Members</b>
Alpha Epsilon Pi	Rho Deuteron	1947, RC 2017	45
Alpha Gamma Rho	Beta Upsilon	1992	16
Alpha Sigma Phi	Delta Pi	1991, RC 2013	68
Beta Theta Pi	Theta Pi	2017	57
Delta Chi			84
Delta Tau Delta	Delta Upsilon	1948, RC 2010	68
Kappa Delta Rho	Alpha Beta	1986	52
Lambda Chi Alpha	Lambda Beta Zeta	1965	87
Phi Gamma Delta	Nu Delta	2009	
Phi Kappa Psi	Delaware Alpha	1985, RC 2014	65
Pi Kappa Alpha			106
Pi Kappa Phi	Theta Nu	2007	55
Sigma Alpha Epsilon	Delaware Alpha	1997	52
Sigma Phi Delta	Psi	1999	70
Sigma Phi Epsilon	Delaware Alpha	1907, RC 2004	80
Tau Kappa Epsilon	Nu-Pi	1971	
Theta Chi	Alpha Xi	1923, RC 1998	71
Zeta Beta Tau	Epsilon Theta	1974	





# Scholarship

## Explanation of grade-point scale

The University of Delaware releases final grades electronically at the end of each semester.

Grade	Quality Points per Credit	Explanation
A	4.000	Excellent
A-	3.667	
B+	3.333	
B	3.000	Good
B-	2.667	
C+	2.333	
C	2.000	Fair
C-	1.667	
D+	1.333	
D	1.000	Poor
D-	0.667	
F	0.00	Failure
X	0.00	Failure (Academic Dishonesty)
Z	0.00	Failure (Unofficial Withdraw)
L	No Credit	Listener (Audit)
LW	No Credit	Listener Withdrawn
NR	No Credit	Not Recorded
P	No Credit	Pass
W	No Credit	Official Withdraw

Temporary Grade	Quality Points per Credit	Explanation
I	N/A	Incomplete
S	N/A	Satisfactory Progress
U	N/A	Unsatisfactory Progress
N	N/A	No grade reported

GPA is calculated by dividing the total number of quality points by the total number of quality hours.

This information and additional information on GPA sealing can be found at <https://www1.udel.edu/registrar/students/grades.html>



# Scholarship

## Fraternity and Sorority GPA's

**University All Male Average GPA: 3.275**

**IFC Membership Average GPA: 3.499**

**All Fraternity Male Average GPA: 3.556**

**All Fraternity/Sorority Female Average GPA: 3.645**

<b>IFC Chapter</b>	<b>GPA</b>
Alpha Epsilon Pi	3.593
Alpha Gamma Rho	3.431
Alpha Sigma Phi	3.833
Beta Theta Pi	3.666
Delta Chi	3.510
Delta Tau Delta	3.591
Kappa Delta Rho	3.309
Lambda Chi Alpha	3.579
Phi Kappa Psi	3.512
Pi Kappa Alpha	3.575
Pi Kappa Phi	3.579
Sigma Alpha Epsilon	3.533
Sigma Phi Delta	3.486
Sigma Phi Epsilon	3.482
<b>Tau Kappa Epsilon</b>	<b>3.477</b>
Theta Chi	3.501
Zeta Beta Tau	3.251

\*Inflation of grade performance is due to  
Pass/Fail grading option implemented at the  
University of Delaware during the Spring 2020  
and Fall 2021 semesters



# *History of Nu-Pi*

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## Humble Beginnings

What initially began as a “What If” between two college roommates has now become a powerful force on the University of Delaware campus, connecting nearly 60 men in a tight knit brotherhood of values, in addition to over 11,000 other collegiate members and 272,000 alumni members of Tau Kappa Epsilon.

Initially, contact was made with the Tau Kappa Epsilon expansion team on March 4, 2019. After being told that TKE was “banned for life” on the University of Delaware campus by our Greek Life offices, we continued to search for answers, and fight to bring back such an incredible Greek organization to campus. After some research and discussions between ourselves, the Fraternity and Sorority Leadership and Learning Office, and TKE International Headquarters, Nu-Pi was officially invited to reorganize on campus.

During the remainder of that semester and the following summer, we continued to recruit quality men to join our interest group. Excitement grew, and what at first seemed as just a thought between two roommates was starting to become something greater than that, and something with a promising future.

## TKE’s First Days on Campus

On October 11<sup>th</sup>, Frater \_\_\_\_\_ flew in to meet our group of men, and offered us guidance for the next steps in this process. From just an interest group, Kimble educated us to the values of Tau Kappa Epsilon, and what it truly means to be a Teke. He watched as our interest grew in that one weekend alone, and saw a potential for greatness. We obviously still had a lot to learn, and Kimble continued to guide us as we organized ourselves and created short-term and long-term goals for our colony.



During these early stages, we began to create our own Nu-Pi TKE apparel, create a social media presence, and began connections amongst the Fraternity and Sorority Leadership and Learning Office and other Greek organizations on campus. In addition to word of mouth, Nu-Pi began to make our presence known on the University of Delaware campus. Our colony signed up to participate in UDance, the University of Delaware’s largest philanthropy event support the B+ foundation. In addition to this, on November 12, 2019, Nu-Pi participated in the Greatest of the Greek

Competition, a B+ Foundation sponsored event that included all Greek organizations on campus. In a fantastic debut to the University of Delaware, Nu-Pi won the competition, earned money toward our UDance page, and began to seriously make our presence known on campus.



## The Next Steps

Following this win, on November 17, 2019, the new class of the Nu-Pi colony was initiated. Led by Frater \_\_\_\_\_, other volunteers, and many Nu-Pi alumni, 34 men were initiated into the Nu-Pi colony. During this proud moment, all watched the rare occasion as Nu-Pi alumni \_\_\_\_\_ initiated his son \_\_\_\_\_ into the Nu-Pi colony. After this wonderful initiation, a reception followed where all initiates had the chance to meet a large number of Nu-Pi alumni and other TKE volunteers. Our motivation and excitement were only met by our alumni's. Sharing stories, experiences, and valuable lessons, we made valuable connections with our alumni. This event presented a promising future for Nu-Pi, as we understood our incredible alumni support.



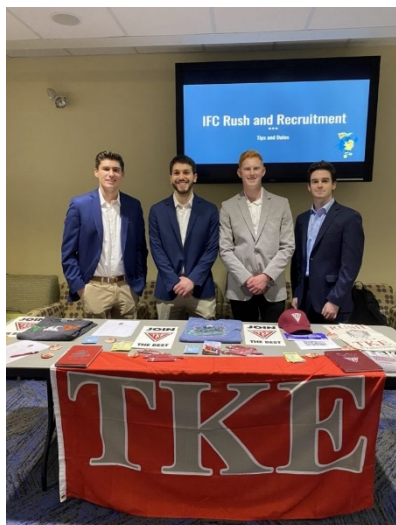
Once initiated, Nu-Pi celebrated a monumental semester with our first formal at The Green Turtle in Newark, DE. This small, yet impactful event rewarded our brothers for all the work they had done so far, and also served as a promise for greater things in the semester to come.



During the winter of 2019-2020, our Executive Board worked tirelessly to prepare for the following semester. We began to prepare brotherhood events, alumni events, and philanthropy events. The Executive Board attended a FSLL sponsored leadership conference, while other brothers attended the TKE Regional Leadership Conference in Jersey City, NJ. In addition to this, we traveled to Widener University where we had the privilege of meeting and learning from Frater \_\_\_\_\_. There we also made connections with the Theta-Lambda chapter at Widener University, who offered us advice and guidance for the future of our chapter. Understanding our progress and our hopes for the future, Nu-Pi began to turn its attention to the Key Requirements Analysis, and eventually- chartering.



## Continuing to Grow



Spring Rush became a large focus for our colony. Aside from our informal rush process that we had carried out in the previous semester, Nu-Pi decided to opt for a formal rush process for the Spring. Advertising became essential, as we were consistently posting content on our social media page, creating attractive TKE merchandise, attending many FSLI sponsored rush events, and spreading our name through word of mouth. Due to our efforts, turnout and interest in our organization surpassed any expectations that we had had for ourselves. Through careful consideration, we extended 15 bids to reputable men, 14 of which accepted.

After our Spring Rush success, our Bid Night celebration followed on March 6<sup>th</sup>, 2020. In celebration of our new Alpha class, and celebration of our progress thus far, this fantastic night allowed our brothers to reap the benefits of all their hard work. In addition to this, it motivated our membership to only work harder to achieve the greatness we sought. Morale was never higher amongst our fraternity.

Brotherhood events with fantastic attendance and purpose began to happen multiple times a week, and close relationships between our brotherhood began to grow. Chapter meetings became electric with participation and enthusiasm. Our efforts towards UDance exploded, raising nearly \$7,700 in a small period of time. Nu-Pi was flourishing, and our future seemed promising.



We began to catch the attention of sororities on our campus, the respect of other fraternities, and continued to create strong relationships with our Greek Life Offices, TKE National, and the general University of Delaware population. We began canning for UDance with the Delta Delta Delta sorority multiple times a week, and began to create a close relationship. Following, we planned a large-scale philanthropy ice skating event with them, "Deltas Teke the Ice."



Unfortunately, we never got the chance to enjoy this event as the COVID-19 pandemic shut down the University of Delaware and all its operations on March 14<sup>th</sup>, 2020.

### **Uncertainty Strikes**

As COVID-19 continues to change the world as we know it, the Nu-Pi Colony remains unwavering in its growth, its morale, and its dedication to the Tau Kappa Epsilon values. We continue to educate our Alpha pledge class, dedicate ourselves to St. Jude philanthropy, and prepare for our return to campus- a moment that will institute the next exciting chapter for Nu-Pi.

During this time, our Executive Board has worked to adapt our colony to an online world. We still hold our regular chapter meetings, our regular Executive Board meetings, and continue to work to grow this Fraternity. Our brotherhood has been extremely receptive to all efforts, and continue to work alongside us to not lose the pivotal momentum we had gained this semester. Nu-Pi is looking toward the future, and will continue to rise to the challenge during these times. Due to this, our Executive Board recently held our retreat led by Frater \_\_\_\_\_ to address issues that this pandemic has brought upon the Fraternity, and to plan for the future to allow Nu-Pi's maximum success.

In a time of incredible loss, the brotherhood that all these men have gained cannot be lost. In a time of incredible uncertainty, one thing is for certain- this colony will continue to strive for greatness and raise the bar for what it means to be a man, a Fraternity, and what it means to be a Teke.





## *Alumni*

Alumni communication is something that we hold to a very high importance. Monthly meetings with the Board of Advisors, and semester newsletters are current ways that we are communicating with our board and wider alumni connections. As we get started, we are always looking for ways to have face-to-face interactions between current Nu-Pi brothers and Alumni. We currently have had one event at a local restaurant, but we are actively pursuing more events to have in a similar fashion. Event date and event information are as follows:

### **Klondike Kate's (November 17, 2019)**

On 11/17/2019 the Nu-Pi class of 2019 was initiated. Following the initiation came an event at a local restaurant, Klondike Kate's. This event was a post initiation event that all current students and alumni of Tau Kappa Epsilon, Nu-Pi Chapter, could attend. Moving forward, our goal is to continue to look for opportunities to aggressively increase both our communication and involvement with our alumni.

### **Attendees:**

43	_____	148	_____	205	_____
128	_____	160	_____	194	_____
121	_____	251	_____	347	_____
117	_____	184	_____	349	_____
140	_____	219	_____	339	_____
261	_____	384	_____	373	_____
114	_____	374	_____	317	_____
472	_____	316	_____	323	_____
115	_____	403	_____	430	_____
453	_____	441	_____	195	_____
438	_____	435	_____		



# Delaware

The First State

Page 1

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY "TAU KAPPA EPSILON FRATERNITY, INC." IS DULY INCORPORATED UNDER THE LAWS OF THE STATE OF DELAWARE AND IS IN GOOD STANDING AND HAS A LEGAL CORPORATE EXISTENCE SO FAR AS THE RECORDS OF THIS OFFICE SHOW, AS OF THE TWENTY-EIGHTH DAY OF JANUARY, A.D. 2020.

AND I DO HEREBY FURTHER CERTIFY THAT THE AFORESAID CORPORATION IS AN EXEMPT CORPORATION.

AND I DO HEREBY FURTHER CERTIFY THAT THE ANNUAL REPORTS HAVE BEEN FILED TO DATE.

AND I DO HEREBY FURTHER CERTIFY THAT THE SAID "TAU KAPPA EPSILON FRATERNITY, INC." WAS INCORPORATED ON THE FIFTEENTH DAY OF MAY, A.D. 1969.



713114 8300C

SR# 20200527894

You may verify this certificate online at [corp.delaware.gov/authver.shtml](http://corp.delaware.gov/authver.shtml)

A handwritten signature in black ink, appearing to read "JB", is written over a horizontal line. Below the line, the text "Jeffrey W. Bullock, Secretary of State" is printed.

Authentication: 202255817

Date: 01-28-20



CERTIFICATE OF INCORPORATION  
OF  
TAU KAPPA EPSILON FRATERNITY, INC.

FIRST: The name of this Corporation is Tau Kappa  
Epsilon Fraternity, Inc.

SECOND: The <sup>registered</sup> principal office for this Corporation is to  
be at Law Offices, 1807 Market Street, Wilmington, Delaware, and  
the Agent in charge thereof shall be Michael P. Maguire and the  
Post Office address is 1807 North Market Street, Wilmington,  
Delaware, c/o Michael P. Maguire.

THIRD: This Corporation is organized exclusively for  
the purpose and object of affording educational, social and  
recreational opportunities to young men attending the University  
of Delaware.

FOURTH: No part of the net earnings of the Corporation  
shall inure to the benefit of or be distributable to its members,  
directors, officers, or other private persons, except that the  
Corporation shall be authorized and empowered to pay reasonable  
compensation for services rendered and to make payments and dis-  
tributions in furtherance of the purpose set forth in Article  
Third hereof. 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 publishing or  
distribution of statements) any political campaign on behalf of  
any candidate for public office. Notwithstanding any other pro-  
vision of these articles, the Corporation shall not carry on any



other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

FIFTH: Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purpose as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law), as the Board of Directors shall determine. Any of such assets not so disposed of shall be disposed by the Court of Chancery of the County in which the principal office of the Corporation is then located, exclusively for such purpose or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

SIXTH: This Corporation shall have no capital stock. The conditions of membership in this Corporation shall be as



follows:

The members of this Corporation for the organization hereof shall be all of the members of the heretofore unincorporated association known as Delta Epsilon Chi Fraternity as shown by the records of said Fraternity and those others as provided in the By-Laws.

SEVENTH: The name and place of residence of the original incorporator is as follows:

<u>Name</u>	<u>Address</u>
Thomas P. O'Sullivan	Apt. G-2 Mount Vernon Apts. New Castle, Delaware 19720

EIGHTH: The existence of this Corporation is to be perpetual.

NINTH: The private property of the members of this Corporation shall not be subject to the payment of corporate debts to any extent whatever.

TENTH: This Corporation shall be managed by a Board of Directors consisting of a President, Vice President, Secretary, Treasurer, Historian, Chaplain, Sergeant-at-Arms, and Pledge Trainer elected by the membership of the Corporation for such term of office as provided for in the By-Laws.

I, THE UNDERSIGNED, being the original incorporator hereinbefore named, for the purpose of forming a Corporation under the laws of the State of Delaware, do make and file this Certificate, hereby declaring and certifying that the facts herein stated are truly set forth; and I have accordingly hereunto set my hand and seal this 2<sup>nd</sup> day of July, A. D. 1969

Signed, Sealed and Delivered  
in the presence of:

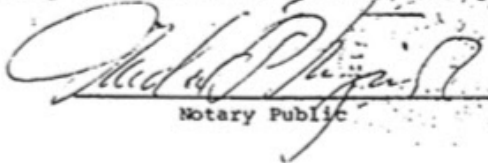
for S. P. O'Sullivan Thomas P. O'Sullivan (SEAL)



STATE OF DELAWARE )  
 ) SS.  
NEW CASLTE COUNTY )

BE IT REMEMBERED, That on this 12<sup>th</sup> day of May  
in the year of our LORD, one thousand nine hundred and sixty-nine,  
personally came before me, the subscriber, in and for the State  
and County aforesaid, Thomas P. O'Sullivan party to this Indenture,  
known to me personally to be such, and acknowledged this Indenture  
to be his act and deed.

GIVEN under my Hand and Seal of Office, the day  
and year aforesaid.

  
Notary Public



AMENDMENT TO CERTIFICATE OF INCORPORATION

OF

TAU KAPPA EPSILON FRATERNITY, INC.

FIRST: That the third word in the Corporate name be corrected from the present incorrect spelling "Epsilon" (sic) to Epsilon.

SECOND: The present paragraph number three is deleted and the following paragraph is substituted:

This Corporation is organized exclusively for the purpose and object of aiding and assisting the social fraternity known as Tau Kappa Epsilon Fraternity located at the University of Delaware to afford to those young men educational, social and recreational opportunities. It shall be known unofficially as the Board of Trustees.

THIRD: Paragraph six of the original certificate shall be deleted in its entirety and a new paragraph six shall be inserted to read as follows:  
SIXTH: This Corporation shall have no capital stock.  
The conditions of membership in this Corporation shall be as follows:

1. The members of this Corporation for the organization hereof shall be any alumnus of a college or university who at the time of his matriculation at that University belonged to a local chapter of Tau Kappa Epsilon; or, since his graduation, the local fraternity to which he belonged has since become assimilated by Tau Kappa Epsilon, and that person has applied through the International Organization of Tau Kappa Epsilon to become a TKE alumnus and by doing so has received an official membership certificate;

2. A member of Tau Kappa Epsilon Fraternity, who, although currently



at the undergraduate level, for special reasons to be certified unanimously  
by the whole membership qualifies as a member.

Signed, Sealed and Delivered  
in the presence of:

William L. Warrington

By: Charles E. Sheets  
President


Attest: Paul M. Humphrey  
Secretary

STATE OF DELAWARE )  
COUNTY OF NEW CASTLE ) SS.

BE IT REMEMBERED, That on this 23<sup>rd</sup> day of November in the  
year of our LORD one thousand nine hundred and seventy-one, personally  
came before me, the Subscriber, a Notary Public for the State of Delaware,  
CHARLES E. SHEETS President of Tau Kappa Epsilon Fraternity, Inc.,  
a corporation existing under the laws of the State of Delaware, party to this  
Amendment to Certificate of Incorporation, known to me personally to be such,  
and acknowledged this Amendment to Certificate of Incorporation to be his act  
and deed.

GIVEN under my Hand and Seal of office, the day and year aforesaid.

Michael P. [Signature]  
Notary Public





3701330054

CERTIFICATE OF CHANGE OF LOCATION OF  
REGISTERED OFFICE AND/OR REGISTERED AGENT

FILED 96

OF  
Tau Kappa Epsilon Fraternity, Inc. MAY 13 1987

*Michael K. Kline*  
SECRETARY OF STATE

The Board of Directors of the Tau Kappa Epsilon Fraternity, Inc.  
a Corporation of Delaware, on this 6<sup>th</sup> day of May, A.D. 1987,  
do hereby resolve and order that the location of the Registered Office of this Corporation within this  
State be, and the same hereby is 1211 Red Leaf Road Street,  
in the City of Wilmington, County of New Castle, Zip Code 19803.

The name of the Registered Agent therein and in charge thereof upon whom process against this  
Corporation may be served, is Wayne T. Stanford.

The Tau Kappa Epsilon Fraternity, Inc.  
a Corporation of Delaware, does hereby certify that the foregoing is a true copy of a resolution adopted by  
the Board of Directors at a meeting held as herein stated.

IN WITNESS WHEREOF, said Corporation has caused this certificate to be signed by its President  
and Attested by its Secretary, the 6<sup>th</sup> day of May, A.D. 1987.

BY: *Arnold P. Schneckenburger*  
President

ATTEST: *Robert J. Kojan*  
Secretary



# *Nu-Pi Leadership*

## *Chapter Officers*



*Frater Name*

**Prytanis**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Epiprytanis**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Grammateus**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Crysophylos**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Pylortes**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Hegemon**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Hypophetes**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Histor**

Teke@udel.edu  
(123) 321-1899



# *Nu-Pi Leadership*

## *Alumni Advisors*



*Frater Name*

**Chairman**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Vice Chairman**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Secretary/ Treasurer**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Chapter Advisor**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Board of Advisors**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Board of Advisors**

Teke@udel.edu  
(123) 321-1899



*Frater Name*

**Board of Advisors**

Teke@udel.edu  
(123) 321-1899



## *Nu-Pi Membership*

### **498 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

### **499 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

### **500 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

### **501 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

### **502 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



**503 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**504 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**505 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**506 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**508 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**509 Frater Name**

Class: Junior

Hometown: Bloomington, Il



Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**510 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**511 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**512 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**513 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**514 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



**515 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**516 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**517 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**518 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**519 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**520 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_



Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**521 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**522 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**523 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**524 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**525 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



**526 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**527 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**528 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**529 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**530 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



**531 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**532 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**533 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**534 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**535 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**536 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_



Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**537 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**538 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**539 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**540 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**541 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**542 Frater Name**

Class: Junior  
Hometown: Bloomington, Il



Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**543 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**544 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**545 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**546 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**547 Frater Name**

Class: Junior  
Hometown: Bloomington, Il  
Age: XX  
Major: \_\_\_\_\_  
Colony Offices: \_\_\_\_\_  
Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



**548 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**549 Frater Name**

Class: Junior

Hometown: Bloomington, Il

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



# *To Be Initiated*

## **Frater Name**

Class: Junior

Hometown: Bloomington, IL

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

## **Frater Name**

Class: Junior

Hometown: Bloomington, IL

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

## **Frater Name**

Class: Junior

Hometown: Bloomington, IL

Age: XX

Major: \_\_\_\_\_

Colony Offices: \_\_\_\_\_

Campus Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



# Finances

## Financial Management Checklist

- The chapter shall use a computerized checking system.
- The chapter shall use a checkbook in which the Pryantis and an officer other than the Crysophylos shall all sign checks on separate lines.
- The chapter shall have a savings account.
- Each officer shall prepare a budget for their term.
- Each officer shall keep track of their actual expenses throughout their term..
- The chapter members shall approve the chapter budget after being initially reviewed by the executive board.
- Each member shall receive a copy of the approved budget.
- The chapter shall reimburse only if the member has their original receipt.
- The chapter shall provide written receipts for any money received from a member.
- The Crysophylos shall, at each meeting, report the balance of the checkbook and any additional accounts.
- The Crysophylos shall, during each term, present an analysis of the area money went towards in programming.
- The chapter shall have an external audit performed each year.
- The chapter shall have an internal audit performed each year.
- The chapter shall submit copies of each audit to the Chapter Advisor.
- The chapter shall maintain financial records for the previous five years at a minimum.
- The chapter shall have at least one fundraising project which is repeated every year.

## Internal Control Guidelines

The chapter shall follow these guideline to minimize the risk of financial fraud.

- Separate the financial responsibilities.
  - Do not allow the same person to handle cash receipts and also make bank deposits.
  - Have other members reconcile the bank accounts that do no sign checks or make deposits.
- Require two signatures on each check, the Pryantis and another officer who is not the Crysophylos.
- Use a check writing software such as *Quick Books* or *Money*.
- Checks shall only be signed when an approved invoice accompanies it.
- The invoice should be marked "Paid" with the date and number of the check written on the invoice.
- Use only pre-numbered checks and store unused checks in a secure place.
- Keep all cancelled and voided checks.
- Have the bank statement send to an officer whom has no control over the account or money.
- Prepare monthly bank reconciliations shortly after the bank statement arrives. This shall be completed by someone that does not write or sign the checks or deposit money.



## **Bank Accounts**

The chapter shall have a checking and a savings account.

### **Checking Account**

- Use a bank and account that does not have a minimum balance.
- Use an account that does not charge for transactions such as writing checks and cash transfers between accounts.
- Use an interest-bearing account if it does not charge fees.
- Require two signatures on checks, one of which by the Pryantis, the other by an officer who is not the Crysophylos.

### **Savings Account**

- Use an account that follows the above specifications.
- Require two signatures for withdrawals, one of which by the Pryantis, the other by an officer who is not the Crysophylos.
- For large cash balances, consider investing in a money market account or certificates of deposit. Make sure the chapter's needs are met if there are penalties for withdrawals before the maturity date.

### **General Guidelines for Cash Accounts**

- Do not commingle funds with other organizations.
- Follow school and fraternal policies.
- A reconciliation of each account shall be performed monthly by someone who cannot have access.
- There shall be no cash withdrawals from the account, only checks.
- Update the signatures when officers are newly elected.
- Bank fees and minimum balances can sometimes be waived if you ask branch manager

## **Accounting System**

Our chapter shall use a computerized accounting software to help keep track of all expenses and receipts for everything we do. This software also allows for reports to be made to present at executive board meetings. The chapter shall be sure to not violate any copyright laws by sharing copies of reports with other members.



## **Reimbursements/Receipts**

### **Reimbursements and payment of invoices**

- Always require original receipts and invoices to avoid alterations being made.
- Prior to any cash expenditure, use a check requisition form.
- All invoices must be approved for payment by the appropriate chair.
- Reimbursement of expenses to a chair must be approved by the Pryantis. No member is allowed to approve their own reimbursement.
- Check requisition forms must be submitted to the Crysophylos at the next meeting after the expense was incurred.
- The Crysophylos shall make sure appropriate documentation and approval is attached to each check requisition.
- The Crysophylos shall compare the expenses to the budget for each event. When signing the check requisition form, he provides the final approval for payment.
- Unbudgeted expenses must be presented for approval before the expense occurs.
- If a chair exceeds their budget without prior approval, full reimbursement may be denied.
- Avoid paying cash for expenses, use checks instead.
- A positive cash balance must be maintained at all times and should have a safety net for incidental expenses.

### **Cash Receipts**

- The chapter shall have a policy which requires a written (or electronic) receipt to be given to all members who submit money.
- When using a written receipt, pre-numbered receipts shall be used.
- All receipt copies must be maintained by the chapter.
- The chair responsible for collecting money for a certain event must give the money to the Crysophylos as soon as possible after the event.
- The Crysophylos or Pryanits must deposit the money in the chapter's account the day it is received. Money should never be stored by or accumulated by any member.
- The Crysophylos must keep a copy of the deposit ticket which indicates where that money came from.



## **Budgets**

Budgets should be prepared by separate chairs and executives for their activities. These budgets will then be combined into the chapter's budget to provide much higher detail.

### **Steps in preparing a budget**

- Each executive and chair shall prepare a list of events that they have planned each semester.
- Review historical data for similar events done to estimate a budget.
- Estimate the number of people that will be attending each event to approximate the expense.
- List detailed revenues and expenses for each activity.
- Combine each activities revenues and expenses to create one budget for each executive or chair.
- The Crysophylos shall review each budget and clarify any misunderstandings.
- The Crysophylos shall combine all the budgets reviewed to be approved of by the chapter.
- The chapter shall vote to approve the final budget. If it is not in favor, rework the budget.
- Approved budgets shall not be changed. If a deviation is necessary, it must be explained and approved before the expense is incurred.

### **Review of budget and variance reports**

- Each executive or chair that prepared a budget is the one responsible for staying within their own guidelines.
- Each executive or chair that prepared a budget must keep original receipts for each expense.
- After each event, the executive or chair shall create a comparison report between actual and expected revenues and expenses.
  - This report shall be given along with original receipts to the Crysophylos at the next meeting.
- The Crysophylos shall consolidate the comparison reports and compare them to the approved budget.
- All reports and receipts shall be filed after each event.



## **Financial Reporting and Records**

### **Reporting**

Every member shall be informed of the chapter's financial information. The following shall be reported to the members at chapter meetings.

- Checkbook balance.
- Additional account balances (savings, etc).
- Names and balances of any members who have outstanding financial obligations.
- Summarized income statement.
- Actual budget comparison to approved budget.
- Any immediate financial problems.

The following information shall be reported to members once a twice a semester.

- Income and expense analysis by percentage or dollar amount. This can be done by using a pie chart.
- Functional programming analysis of how much money was budgeted for and spent on each functional area of the chapter by percentage or dollar amount.
- Dues breakdown by dollar amount.
- Results of any internal or external audits.
- Year-end financial results.

### **Records**

Records are required to maintained for a minimum of seven years in case of an audit. They should include the following.

- Accounting ledgers and journals.
- Financial statements.
- Approved budgets and comparison reports.
- Expense receipts and invoices.
- Receipt books.
- Check requisition forms with approvals.
- Cancelled and voided checks.
- Audits and reviews.
- Monthly bank statements with reconciliations.
- Crysohylos financial reports presented at each meeting.



## **Audits: Internal, External, and IRS**

### **Internal Audits**

Shall be performed roughly half-way through each fiscal year to detect and control financial weaknesses. This shall be performed by the finance committee who submits a written report with recommendations to the chapter. If needed, the chapter shall ask a faculty member for assistance. This shall be shared with the chapter as well as the chapter advisor.

### **External Audits/Reviews**

External audits are typically performed at the end of each fiscal year. The shall typically be conducted by a faculty member or an alumni.

### **General guidelines for external audits**

- The executive board shall identify a person who is willing to perform the audit.
- The Crysophylos shall contact the auditor about 2 months before the audit to allow ample time for information to be gathered.
- The Crysophylos shall insure the books are closed prior to the audit.
- All suggestions for improvement shall be documented and reported to members at a meeting.
- Copies of the audit shall be given to the chapter advisor.

### **Overview of Tax Status**

Tau Kappa Epsilon operates under the IRS tax-exempt classification defined in Section 501(c)(7) of the Internal Revenue Code. This classification is commonly known as the “social club” category. The Fraternity has maintained a “group exemption” with the IRS for a number of years so that each of our chapters (“subordinate units” in IRS terminology) need not go through the rigorous and time-consuming task of filing with the IRS for exemption from federal income taxes. To remain a part of the group exemption, each chapter must meet IRS requirements that vary dependent upon the financial situation at each chapter. These requirements will be covered elsewhere in this document.

The term “tax-exempt” may be misleading to some people. While the fraternity and its subordinate units (chapters) have been granted an exemption from federal income taxes, the fraternity or one of its subordinate units can be taxed for “unrelated business income” (UBI) or it can lose its exemption entirely. The term UBI refers to income received from non-members, investments, and business activities not directly related to the exempt purposes of the organization. When UBI exceeds specified percentages of total revenues, taxes are due and, in the case of excessive UBI, the exemption may be totally denied and the organization can be placed on a totally taxable basis like any other corporation.

The most common area of concern for chapters in the area of UBI is in fund raising. Large fund raising projects such as spring break trips generate significant amounts of UBI and related taxes.

Since the IRS bases its UBI formulas on gross revenue, rather than profits, each significant activity that may produce UBI should be reviewed in light of the overall financial and tax position of the chapter. Whether the activity produces a profit or a loss is immaterial in evaluating UBI and the exemption status of an organization.

The exemption from federal income taxes provided to Tau Kappa Epsilon does not provide an exemption from all types of taxes. Employee related taxes such as federal withholding, FICA and federal unemployment must be paid. Though Tau Kappa Epsilon chapters do not have employees, if they should, chapters with employees are required to meet all federal, state, and local employment laws and regulations and reporting requirements.



**State and local taxes**

In regard to state and local taxes, the exemption provided by the IRS to the Fraternity and its chapters is totally unrelated to these taxes. There are as many different regulations in this area as there are states.

**Federal employer identification number**

Each chapter, both collegiate and alumni, has its own federal employer identification number (EIN). The EIN is effectively a social security number for businesses regardless of whether or not it has employees. The EIN is also required by banks to open an account.



## General Financial Information

### Dues

Dues shall be excess of national dues to allow for chapter events to occur. Each member shall be informed of the breakdown by dollar amount of their dues to the chapter. Late payments of dues places a member in bad standing and may have to meet with the membership quality board for further action.

### Fund Raising Guidelines

The following are helpful questions to select the correct fundraising project.

- How much money does the chapter need or want to make?
- How much money will the chapter need to invest into the project?
- How many man hours are needed for the project to be a success?
- Are members being incentivized to participate?

The following are general tips to ensure a successful project.

- Be realistic on commitments needed.
- Delegate specific tasks and deadlines to members.
- Avoid continuously targeting the same group of people.

### Request for check form

#### REQUEST FOR CHECK

DATE: \_\_\_\_\_

PAYABLE TO:

\_\_\_\_\_

DATE NEEDED: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

PURPOSE:

\_\_\_\_\_

APPROVAL: \_\_\_\_\_ ID#: \_\_\_\_\_

ACCOUNT: \_\_\_\_\_ DATE PAID: \_\_\_\_\_ CHECK #: \_\_\_\_\_



## Balance Sheet

Number	Date	Description of Transaction	Payment	Deposit	Balance
1	2/11/20	Initial deposit		\$100.00	\$100.00
2	2/24/20	Auto deposit		\$11,701.00	\$11,801.00
3	2/26/20	Auto Withdrawal	\$68.93		\$11,732.07
4	2/26/20	Auto Withdrawal	\$26.82		\$11,705.25
5	2/28/20	Interest Payment	\$75.96		\$11,629.29
6	2/28/20	Auto Withdrawal	\$289.00		\$11,340.29
7	3/2/20	Auto Withdrawal	\$949.00		\$10,391.29
8	3/3/20	Auto deposit		\$1,261.00	\$11,652.29
9	3/3/20	Auto deposit		\$480.00	\$12,132.29
10	3/3/20	Auto deposit		\$20.00	\$12,152.29
11	3/3/20	Interest Payment	\$230.00		\$11,922.29
12	3/6/20	Auto Withdrawal	\$3.99		\$11,918.30
13	3/6/20	Auto Withdrawal	\$250.00		\$11,668.30
14	3/9/20	Auto Withdrawal	\$572.50		\$11,095.80
15	3/9/20	Auto Withdrawal	\$420.00		\$10,675.80
16	3/12/20	Interest Payment	\$825.00		\$9,850.80
17	3/12/20	Interest Payment	\$200.00		\$9,650.80
18	3/12/20	Interest Payment	\$157.90		\$9,492.90
19	3/24/20	Auto deposit		\$221.00	\$9,713.90
20	4/1/20	Auto Withdrawal	\$2,235.37		\$7,478.53
21	4/1/20	Auto Withdrawal	\$58.63		\$7,419.90
22	4/20/20	Auto Withdrawal	\$500.00		\$6,919.90
23	6/1/20	Auto Withdrawal	\$2.00		\$6,917.90
24	6/22/20	Auto Withdrawal	\$183.35		\$6,734.55
25	6/30/20	Auto Withdrawal	\$19.85		\$6,714.70
26	7/1/20	Auto Withdrawal	\$2.00		\$6,712.70
27	7/10/20	Auto Withdrawal	\$527.50		\$6,185.20
28	8/3/20	Auto Withdrawal	\$2.00		\$6,183.20
29	8/12/20	Auto Withdrawal	\$698.02		\$5,485.18
30	9/1/20	Auto Withdrawal	\$2.00		\$5,483.18
31	9/18/20	Auto Withdrawal		\$230.00	\$5,713.18
32	9/21/20	Auto Withdrawal		\$460.00	\$6,173.18
33	9/22/20	Auto Withdrawal		\$1,417.00	\$7,590.18
34	9/22/20	Auto Withdrawal		\$560.00	\$8,150.18
35	9/23/20	Auto Withdrawal		\$2,570.00	\$10,720.18
36	9/24/20	Auto Withdrawal		\$1,626.00	\$12,346.18
37	9/25/20	Auto Withdrawal		\$1,250.00	\$13,596.18
38	9/28/20	Auto Withdrawal		\$230.00	\$13,826.18
39	9/29/20	Auto Withdrawal		\$460.00	\$14,286.18
40	9/29/20	Auto Withdrawal		\$460.00	\$14,746.18
41	9/29/20	Auto Withdrawal		\$330.00	\$15,076.18
42	10/1/20	Auto Withdrawal	\$2.00		\$15,074.18
43	10/2/20	Auto Withdrawal	\$288.54		\$14,785.64
44	10/5/20	Auto Withdrawal	\$40.00		\$14,745.64
45	10/5/20	Auto Withdrawal	\$1.20		\$14,744.44
46	10/6/20	Auto Withdrawal		\$230.00	\$14,974.44
47	10/7/20	Auto Withdrawal		\$575.00	\$15,549.44
48	10/7/20	Auto Withdrawal	\$9,100.00		\$6,449.44
49	10/7/20	Auto Withdrawal	\$175.00		\$6,274.44
50	10/13/20	Auto Withdrawal		\$330.00	\$6,604.44
51	10/15/20	Auto Withdrawal		\$560.00	\$7,164.44
52	10/15/20	Auto Withdrawal	\$5,330.00		\$1,834.44
53	10/15/20	Auto Withdrawal	\$235.00		\$1,599.44
54	10/20/20	Auto Withdrawal		\$460.00	\$2,059.44
55	10/22/20	Auto Withdrawal		\$230.00	\$2,289.44
56	11/2/20	Auto Withdrawal	\$250.00		\$2,039.44
57	11/2/20	Auto Withdrawal	\$72.59		\$1,966.85
58	11/2/20	Auto Withdrawal	\$2.00		\$1,964.85
59	11/4/20	Auto Withdrawal	\$40.00		\$1,924.85
60	11/4/20	Auto Withdrawal	\$1.20		\$1,923.65
61	11/18/20	Auto Withdrawal		\$197.00	\$2,120.65
62	11/30/20	Auto Withdrawal	\$100.00		\$2,020.65
63	12/1/20	Auto Withdrawal	\$2.00		\$2,018.65
64	12/2/20	Auto Withdrawal	\$6.01		\$2,012.64
65	12/4/20	Auto Withdrawal	\$40.00		\$1,972.64
66	12/4/20	Auto Withdrawal	\$1.20		\$1,971.44
67	12/15/20	Auto Withdrawal	\$583.00		\$1,388.44



**THE CONSTITUTION**  
**OF TAU KAPPA EPSILON**  
**FRATERNITY**

**Nu-Pi**  
**University of Delaware**

**January 19, 2020**

**Last Revision: May 5, 2020**

**PREAMBLE**

We, the brothers of the Nu-Pi Colony of Tau Kappa Epsilon, believing in scholarship, character, leadership, service, teamwork and brotherhood, establish this Constitution for the purpose of protecting, promoting, and preserving our shared beliefs; and to ensure that love, charity and esteem shall not perish from this Fraternity or from each individual fellow Fraters. The Nu-Pi colony of Tau Kappa Epsilon Fraternity shall actively recruit all of its members based on the individual's personal worth and character, not by their wealth, rank, honor, race, national origin, sexual orientation, or religion. Tau Kappa Epsilon shall not discriminate on the basis of race, color, religion, national origin, ancestry, age, sexual orientation, disability, or status as a disabled veteran. Furthermore, the Nu-Pi Colony is committed to working toward the removal of all barriers and biases which prevent members from pursuing their affiliation herein, and in achieving the most complete educational experience possible. This commitment will be fulfilled by a continuous re-examination of organizational structures that emphasize and facilitate inclusiveness, by creating programs and services that provide education and support, and by speaking out against and challenging acts of discrimination on campus and within the Newark and the University communities. We as a Colony agree to abide by all regulations described in all University policies, in addition to all federal, state, and local laws. Self-governance is based upon the principle of appropriately shared responsibility and joint effort amongst the international headquarters, administration, faculty and members. Shared responsibility and joint efforts assume that everyone employs reasoned discussion as the means of solving problems. Self-governance requires that the colony members have the primary responsibility for regulating their own affairs.

**Article I: Groundrules**

**Section 101:**

The name of this organization shall be the Nu-Pi Colony of Tau Kappa Epsilon Fraternity at University of Delaware, hereinafter referred to as TKE.

**Section 102:**

This Constitution shall be supplemented by the bylaws of the Nu-Pi Colony.



## **ARTICLE II: Membership**

### **SECTION 201:**

The membership of the Fraternity shall consist of collegiate, inactive, alumni, honorary members and Chapter Corporations which hold the title to real or personal property for use by a collegiate chapter.

### **SECTION 202:**

Collegiate member is defined as a male student in good standing at the University of Delaware, who shall regularly be initiated by a collegiate chapter, and who shall not have been granted inactive or alumni status. Alumni members may revert to collegiate status while attending graduate school if they'd like, but are not required to do so.

### **SECTION 203:**

An inactive member is a regularly initiated member in good standing who shall be:

First: A collegiate student at a school where no chapter of this Fraternity is established, or

Second: An unaffiliated collegiate student in attendance at a school where a chapter of this

Fraternity is established and is a regular initiate of a collegiate chapter at another school; or

Third: A collegiate member whose participation in chapter activities has been precluded because of:

(a) An extended illness, injury or other extreme and unexpected reason.

(b) Not being enrolled as a student.

(c) Not residing in the metropolitan area where his chapter is located because of participation in an internship, co-op program, foreign exchange student program, student teaching program or any other similar program.

Written consent of the Chapter Advisor and the Board of Advisors is required for an official inactive status, and a copy of said consent must be filed with the Offices of the Grand Chapter.

The Chief Executive Officer may require a physician's statement to verify extended illness or injury, or a statement from the college/university to verify the member is no longer a student or no longer a resident.

In the alternative, the Chief Executive Officer may request sufficient documentation from the Chapter Advisor and the Board of Advisors.

An inactive member shall have none of the rights or privileges available to an active, honorary or alumni member.

### **SECTION 204:**

An alumnus member is one who continues to be in good standing, who has ceased to be a student in attendance in school, or continues to be in attendance in school after graduating with a Bachelor's Degree, and who has been regularly initiated into Tau Kappa Epsilon as (a) a collegiate member of a collegiate chapter, or (b) as an alumnus member of a colony which has



been chartered as a chapter of Tau Kappa Epsilon, or (c) as an alumnus member of a local fraternity, affiliated or unaffiliated, which has been chartered as a chapter of Tau Kappa Epsilon.

#### **SECTION 205:**

Honorary Membership.

(a) An honorary member is one of the following who, having been nominated by a collegiate chapter and confirmed by the Chief Executive Officer, is not a member of any other national social fraternity and who has been regularly initiated into Tau Kappa Epsilon: (1) male members of the faculty of the school where the chapter making the nomination is located, (2) male persons who have rendered or are rendering important service to the school, the community, the state, or province, or the nation, who are of good moral character; or (3) male persons who have rendered important service to the chapter making the nomination or to the Fraternity.

(b) Alumni of any local fraternity which has been installed as a chapter may be initiated as honorary members by a collegiate chapter.

(c) The Chief Executive Officer shall designate the place of initiation, and which collegiate chapter scroll such honorary member shall sign when initiated, and the manner his signature shall be affixed thereto.

(d) Upon the approval of the Grand Prytanis, alumni of a school where a chapter is held in suspension may be initiated by a chartered alumni association, and such initiates shall sign the scroll of the collegiate chapter designated by the Grand Prytanis.

(e) Honorary members, in their own chapter, shall have all the privileges of alumni members.

#### **SECTION 206:**

No person shall be eligible for membership in this fraternity who is a member or has been a member of any other collegiate national or international social fraternity.

#### **SECTION 207:**

An inactive member who has acquired such status under Section 203 of this article may be restored to collegiate membership by two-thirds (2/3) vote of the colony and review of the Membership Quality Board.

#### **SECTION 208:**

A member in good standing is one who is not on probation or who is not indebted, academic and financial, to the colony or the fraternity. A member not in good standing shall be considered as suspended from the membership until all arrears are paid, or time of payment is extended by the proper authorities.

#### **SECTION 209:**

Members may be expelled, suspended, put on probation, dropped from the rolls, and otherwise punished for non-payment of obligations. Such offenses as may be provided with a hearing with proper notice by colony, fraternity, local, state, or national law.

#### **SECTION 210:**

A member, at his own request, may demit by written request to the Chief Executive Officer. With such request, said member must surrender his badge, membership card, and membership certificate. Upon approval of said demit, the Chief Executive Officer shall



immediately notify the appropriate fraternity official to expel said member's name from the colony scroll. A member who demits shall have no rights or privileges in Tau Kappa Epsilon.

**SECTION 211:**

Membership in the fraternity shall be limited to persons officially connected with the University of Delaware as faculty, staff, or full-time students.

Membership in the fraternity shall not be limited or discriminated based on their race, color, religion, national origin, age, disability, or veteran status.



### **ARTICLE III: Officers**

#### **SECTION 301:**

The officers of the colony shall be Prytanis, Epiprytanis, Grammateus, Crysophylos, Hypophetes, Histor, Pylortes and Hegemon.

#### **SECTION 302:**

All eight offices of the Colony must be accompanied by a job description with responsibilities listed in the Tau Kappa Epsilon Nu-Pi Colony Bylaws.

#### **SECTION 303:**

The officers of the colony shall be chosen by a simple majority ( $1/2 + 1$ ) vote at least annually to hold office until their successors have been duly elected and installed. One year is the term of each of the eight offices. Officers may be reelected for the same position consecutively. The outgoing Grammateus shall certify to the Offices of the Grand Chapter within ten (10) days after election the names of the newly elected officers. The colony may accept the resignation of any colony officer.

#### **SECTION 304:**

In the event of a vacancy in any office or position, it shall be filled by simple majority ( $1/2 + 1$ ) vote at the next regular chapter meeting.



## **ARTICLE IV: The Judiciary**

### **SECTION 401:**

The Judicial power of the Nu-Pi Colony shall be vested in the colony judicial board. This power shall include, but not be limited to, interpreting, upholding, and enforcing the Constitution, the Bylaws, and all policies adopted by the local colony, the International Fraternity and the Interfraternity Council of the University of Delaware.

### **SECTION 402:**

The Nu-Pi Colony judicial board shall be comprised of seven (7) members of the colony. The Colony Prytanis with advice from the Colony Advisor and approval from a simple majority ( $1/2 + 1$ ) of the Board of Advisors and colony membership at large shall appoint members of the Judicial Board in the following manner: four (4) members shall be appointed from the membership at large, two (2) members shall be appointed from the officer corps and one (1) member shall be appointed from the fall candidate class. Six (6) of the (7) members of the Judicial Board will serve for the entirety of their active membership within the colony, excluding the fall candidate. The member appointed from the new member class will serve a one year term. Upon vacancy in the membership of the Judicial Board, a member will be appointed by the Prytanis with advice from the Colony Advisor and approval of a simple majority ( $1/2 + 1$ ) of the Board of Advisors and the membership at large.

### **SECTION 403:**

All final decisions of the Judicial Board shall be binding on all parties and colony officers affected. The Judicial Board shall actively pursue the compliance of its rulings by all parties included. Failure of any party to comply with the Board's decisions shall result in the Court's request for formal procedures to be initiated to remove that party or parties from the membership of Tau Kappa Epsilon. The Judicial Board shall work closely with the Offices of the Grand Chapter and the Board of Advisors.

### **SECTION 404:**

The Judicial Board shall review and determine its rules of procedure annually and shall make all such rules available to the membership at-large.

### **SECTION 405:**

The Board shall appoint a Chief Justice at the start of each academic year. The Chief Justice must be approved by the chapter through a simple majority vote of the membership and by the discretion of the Prytanis. The Chief Justice shall be responsible for supervision of all Judicial Board business and must maintain the Judicial Board records.

### **SECTION 406:**

The Judicial Board shall have the power to hear disputes related to any members of the colony and to investigate the actions of any colony member when the standards of the Fraternity are not being upheld and comes to the knowledge of the Judicial Board. All Judicial Board hearings must be done in accordance with Division IX Chapters XXV and XXVI of the Black Book of Tau Kappa Epsilon.



**SECTION 407:**

Members of the Nu-Pi colony have the right to appeal decisions of the Judicial Board. All appeals of any party involved must be directed to the Nu-Pi Board of Advisors. All appeals must be submitted to the Colony Advisor within one (1) week after the decision by the Judicial Board was levied. The Colony Advisor must then forward the appeal to the Board of Advisors. The Board of Advisors will consider the appeal and make a decision independently based on the evidence submitted with said appeal if an appeal is necessary. The Board of Advisors will notify the member or party filing the appeal in writing of their decision within two (2) weeks. All expulsion sentences or removal from roles may be appealed to the Chief Grand Justice of Tau Kappa Epsilon before officially becoming effective. The member must follow the procedures outlined in Division IX Chapter XXIX of the Black Book. Appeals to the Chief Grand Justice may only be made after an appeal to the Board of Advisors has been made. All appeals must be made as outlined in this Constitution.



## **ARTICLE V: Membership Quality Board**

### **SECTION 501:**

The Membership Quality Board to be known hereinafter as the MQB will be the governing body that ensures every member of the colony properly upholds the minimum standards and expectations for membership. The role of the MQB shall be to emphasize the absolute intolerance of hazing by all members of this Fraternity. They must also ensure member retention, and the unification of the colony by expelling “classes” or “cliques.” They must stress the tie-in between current membership standards and the principles which the Fraternity was originally built upon by our founders. The power of the MQB shall include, but not be limited to, creating a set of standards for new members and creating separate standards for current members. Through the MQB current members are held accountable for these standards until they graduate.

### **SECTION 502:**

The MQB shall be comprised of five (5) members of the colony. The members of the MQB shall consist of the Epiprytanis, Hegemon, Recruitment Chair, and two (2) members at-large. The members at-large shall be appointed by the Prytanis and approved by a simple majority ( $1/2 + 1$ ) vote of the colony.

### **SECTION 503:**

The MQB shall meet as needed. In the event of a case being presented, they shall meet twice a month. Once to review cases and once to hold cases. Every month on the week of the third (3rd) colony meeting, MQB will meet after colony to discuss and view cases if needed. The cases shall take place after the fourth chapter meeting of the month, the formal chapter. Emergency meetings and cases can be summoned upon two thirds ( $2/3$ ) of the MQB vote or by request of the Prytanis.

### **SECTION 504:**

Upon voting, the Epiprytanis does not vote towards a ruling. In the event of a tie, the Epiprytanis will cast the deciding vote.



## **ARTICLE VI: Impeachments**

### **SECTION 601:**

Impeachment hearings for a colony officer shall be initiated upon presentation to the Prytanis of a petition containing the signatures of not less than thirty (30) percent of the colony membership. Upon receipt of an impeachment petition the said officer cited in the petition shall be notified in writing within two (2) days by the Prytanis. Impeachment proceedings shall begin within one (1) week of the presentation of the written petition. At that time the Prytanis shall select a committee of not more than five (5) members, two (2) of which must be officers not including the Prytanis, to gather information concerning the accusations made in the petition. The committee shall report any significant findings to the colony at the next regularly scheduled meeting. Impeachment hearings may include presentations by said Officer and by the party(ies) responsible for the request of impeachment. The Colony Prytanis shall run the Impeachment hearing. If the officer being reviewed is the Prytanis, the hearing will be run by the Grammateus.

### **SECTION 602:**

Once the hearing takes place, the committee may choose to send the Impeachment to Colony vote or dismiss the case entirely. It cannot be postponed. The case can only be dismissed if inadequate proof is presented to verify the claims against said officer.

### **SECTION 603:**

An Officer shall be removed from office immediately upon a two-thirds (2/3) vote of the colony membership following a hearing or presentation of evidence against him. Such Officer has appeal privileges to the Judicial Board of the colony, which may overrule the impeachment only on the finding of procedural errors of the trial or upon the discovery of new conclusive evidence.



## **ARTICLE VII: Elections**

### **SECTION 701:**

All elections shall be organized and executed by the appointed Election Manager. The Prytanis shall appoint a member of the colony to be responsible for the execution of the Colony Elections. The Election Manager must be approved by a simple majority vote of the Colony membership no later than one (1) month prior to the annual election.

### **SECTION 702:**

The election of the Nu-Pi Colony will take place in two (2) phases at different chapter meetings. The Prytanis and Epiprytanis elections will be executed at the first regular meeting in November. The rest of the Executive Board positions will be elected at the third regular meeting in November. All Colony officers shall be elected at this time. The inauguration for Officers shall occur at the last regular meeting of the fall semester. All Officers' terms of office begin on January 1. All office terms shall be one (1) year in length unless reelected.

### **SECTION 703:**

All candidates for elected offices shall, at the time of election, be a full-time enrolled student at the University of Delaware. They must also be a member in good standing with the colony and the Offices of the Grand Chapter. Any student to potentially hold office must maintain the cumulative G.P.A. requirement for graduation and for an Executive Board position in the Tau Kappa Epsilon Nu-Pi Colony Academic Policy. They must also remain in good standing with their respective college. If elected, an officer shall maintain all the above requirements throughout the entirety of his term of office.

### **SECTION 704:**

The Colony member responsible for managing the election shall not be eligible for any elected office. The term of the election manager must be a minimum of one year.

### **SECTION 705:**

If a person wins an office and resigns from said position before being officially sworn in, the person with the next highest number of votes at the original election shall be awarded the office. If no candidate is eligible to fill the office, the Colony will hold a special election to fill the vacancy.

### **SECTION 706:**

If an officer resigns, is impeached, or is no longer able to hold his office for special circumstances, the Election Manager shall organize a special election to fill the vacancy.

### **SECTION 707:**

All officers shall be elected by a majority vote of the Colony. If more than two parties are running and none receive the majority, the party with the lowest votes will be dropped and a re-vote will occur.



**SECTION 708:**

It shall be the responsibility of the Election Manager to establish rules for how the election will run. All rules shall be approved by a majority vote of the Colony membership.

**SECTION 709:**

Any member planning to run for the positions of Prytanis and Epiprytanis, must have previously served a term of any office on the Executive Board.



## **Article VIII: Fiscal Management**

### **SECTION 801:**

Ultimate responsibility to the Offices of the Grand Chapter and the Board of Advisors for the fiscal management of the Colony shall be the responsibility of the Prytanis and the Crysophylos.

### **SECTION 802:**

The Nu-Pi Colony shall receive membership fees for a specified amount of money each year for the full or partial support of Colony activities that are permissible under this Constitution and the Constitution, Bylaws, and Risk Management Guidelines of the International Fraternity. These funds shall be called Membership Dues. The Colony Crysophylos, with consent of the Colony Budgetary Committee, shall have the responsibility and authority for allocating such funds and communicating to them to the Colony.

### **SECTION 803:**

The Colony Budgetary Committee shall be comprised of six members. The Crysophylos, the Prytanis, and three (3) members appointed by the Crysophylos and approved by the Prytanis and a simple majority vote of the Colony membership.

### **SECTION 804:**

Colony Budgetary Committee members shall have a term of office of at least one (1) year.

### **SECTION 805:**

The Crysophylos shall serve as the chair of the Colony Budgetary Committee. The Crysophylos shall have the responsibility of making final decisions of the Colony Budgetary Committee and shall closely monitor all aspects of the Colony's budget and all its transactions.

### **SECTION 806:**

The Colony Budgetary Committee shall have the responsibility to draft the semester budget of the Colony. Once the budget for the semester has been created and reviewed by the Colony Budgetary Committee it is the responsibility of the Colony Budgetary Committee to bring the budget to the Colony membership for review and approval. Once approved, the Colony Budgetary Committee must communicate and distribute this budget to the Board of Advisors, and have it approved by them.

### **SECTION 807:**

All transactions and data concerning the finances of the Colony shall be made readily available to the membership at-large, the Colony Board of Advisors, and the Offices of the Grand Chapter.

### **SECTION 808:**

All membership fee policies and expenditures must comply with all federal, state, and local laws as well as all the laws, policies, and guidelines of the Offices of the Grand Chapter of Tau Kappa Epsilon Fraternity.



**SECTION 809:**

Members who neglect payment of their semester dues to the Colony will be subject to a hearing by the Judicial Board.



## **ARTICLE IX: Board of Advisors**

### **SECTION 901:**

The activities of the colony as directed by Division III, Chapter XIII shall be supervised by a Board of Advisors consisting of the Colony Advisor, the Prytanis, the Crysophylos, and at least four other persons. Preferably, the majority of the others should be alumni or honorary members of Tau Kappa Epsilon.

### **SECTION 902:**

The Board shall annually choose a Chairman, Vice Chairman, Secretary, and Treasurer.

### **SECTION 903:**

The Board of Advisors shall have general supervision over Colony operations and the finances of the Colony; shall approve all budgets of the Colony; shall prevent unnecessary or unwise expenditures or indebtedness, or penalties to the University or the Offices of the Grand Chapter. The Board of Advisors shall be responsible for the prompt collection by the Colony of all monies due it or due to any other entity owed money by the Colony. It shall require all Colony accounts to be kept and reports made on the forms and at times in accordance with the law, or by the Offices of the Grand Chapter.

### **SECTION 904:**

The duties of the Board of Advisors should include but not be limited to supervision of Colony operations and finances, supervision of Nu-Pi real estate and other properties, risk management, hiring and supervising employees, organization of the colony corporation, working with the Colony Executive Board officers, ensuring a smooth new officer transition, ensuring good alumni communication and relationships, ensuring that the Colony is in compliance with all federal, state, local, University and TKE laws, rules and regulations, and approval of all contracts and other legal obligations.



## **ARTICLE X: Colony Advisor and Faculty Advisor**

### **SECTION 1001:**

The Colony shall, at the time of its regular annual election for Officers, elect an individual to serve as Colony Advisor. The Colony Advisor must not be an undergraduate, and must be approved by the Board of Advisors.

### **SECTION 1002:**

The Colony Advisor should visit the Colony regularly and attend Colony meetings as much as possible; advise the officers regarding the performance of their duties and offer guidance; advise the Colony with respect to important documents such as the Articles of Incorporation, Constitution, Bylaws, laws, traditions, usages, obligations, principles and rituals of the Fraternity, and rulings and decisions of the Grand Prytanis.

### **SECTION 1003:**

The Colony Advisor shall have power to call meetings of the Colony; to prefer charges against any member of the Colony; and he shall be an ex officio voting member of the Board of Advisors.

### **SECTION 1004:**

The Colony shall also elect a Faculty Advisor by a majority vote. The faculty/staff advisor must be a full-time faculty or administrative staff member at the University.

## **ARTICLE XI: Amendments**

Amendments to this Constitution may be brought to the Colony membership in the form of a standard motion. Any member wishing to amend this Constitution must present this to the Colony membership with exact changes. Once presented at the chapter meeting, it will be voted on at the following meeting. Passage of any amendments to this Constitution requires a two-thirds (2/3) vote of the Colony membership.

## **ARTICLE XII: Ratification**

This Constitution was ratified upon the affirmative vote of the majority of the members of the Nu-Pi Colony. Upon voting on the ratification of this Constitution, it becomes effective.



**THE BYLAWS**  
**OF**  
**TAU KAPPA EPSILON**  
**FRATERNITY**

**Nu-Pi**  
**University of Delaware**

**January 22, 2019**

**Last Revision: May 7, 2020**

**Chapter I: Organization**

The Nu-Pi Chapter of Tau Kappa Epsilon Fraternity, located at the University of Delaware, being recognized as a collegiate chapter of Tau Kappa Epsilon Fraternity, specifically adopts, accepts and acknowledges the International Constitution and International Bylaws and Traditions of Tau Kappa Epsilon Fraternity and, in addition, the following Bylaws are adopted under which this Chapter shall operate.

**Chapter II: Meetings**

**Section 1. Regular Meetings.** Regular meetings of the Nu-Pi Chapter shall be held in Ewing Hall Room 209 (or other designated location) every Sunday of the regular school year at 7:00 PM. Provided that in case of emergency or necessity, the day, hour or place may be changed by the Prytanis within **24 hour notice** placed in a conspicuous location for all members to see.

**Section 2. Special Meetings.** Special meetings may be called at any time by the Prytanis, by request of the Executive Board or by written request of not less than **fifty percent (50%)** of active undergraduate members.

The purpose of the call must be clearly stated in writing, at least 24 hours before the time of the meeting.

**Section 3. Quorum.** Fifty-one percent (51%) of the undergraduate members in good standing shall constitute a quorum for the conduct of business at any regular or special meeting of the Chapter.

**Section 4. Opening and Closing.** The first meeting of each month shall be a formal ritual meeting of the Chapter and shall have a specific order of business. The informal opening and closing ritual shall be used for all other weekly meetings during the calendar month and follow the same order of business. However, formal ritual may be used for each and every meeting of the Chapter upon dissection of the Prytanis. Nothing herein shall in any way discourage formal ritual for all meetings at the Chapter. Formal dress is required.



**Section 5. Order of Business.** The order of business for meetings shall be as follows:

1. Opening by Prytanis, using ritual. (Only initiated members may attend when the formal ritual is used.)
2. Roll Call by Grammateus.
3. Review of minutes of last meeting by Grammateus
4. Report of Officers and Committee Chairmen
  - Epiprytanis: Report status of Bylaws, Policies, and committee issues.
  - Grammateus: Remind Chapter of unfinished business and pending legislation, read any correspondence received by the Chapter since the last meeting.
  - Crysophylos: Report status of Chapter finances; collection of fees, dues, rent, assessments, etc.; accounts receivable; accounts payable; status of initiation fees. Present a written statement at the first meeting of each month of each member owing monies to the Chapter.
  - Histor: Report on communications and visits with/by alumni, status of Chapter's alumni newsletter, status of communication with the editor of The Teke Magazine.
  - Hypophetes: Report status of Chapter Academic Awards and Recognition Program, status of member and Chapter scholastics, Chapter and campus activities and projects, fraternal activities and projects.
  - Pylortes: Report on such special activities as may from time to time be assigned by the Prytanis.
  - Hegemon: Report on the Education Committee, the Chapter Education Program, the New Member Education Program, and the Ongoing Education Program.
  - Recruitment Chairman: Report on Recruitment Committee and the recruitment efforts of the Chapter. Remind members of coming events and note any changes in previously approved plans.
  - Standards Chairman: Report status of Internal Points System, announce schedule of upcoming self better activities, events, etc.
  - Intramural Chairman: Report on Chapter intramural activities.
  - Membership Quality Board Chairman: Report on date of next meeting, general status of members, and the Member Standards.
  - Social Chairman: Report on social activities of the Chapter and the campus, update social calendar.
  - UDance Chairman: Report on all activities, meetings, events, fundraisers, etc. involving or relating to UDance
  - Philanthropy Chairman: Report on all activities, meetings, events, fundraisers, etc. involving or relating to our philanthropy, St. Jude Children's Research Hospital
  - Public Relations Chairman: Report on the status of our official Instagram, and other any other applicable media presence
  - CAP Chairman: Report on our individual performance under the University of Delaware's CAP program and any related events
  - KRA Chairman: Report on our performance on Tau Kappa Epsilon International's KRA standards and any related updates
  - IFC Legislative Representative: Report on any IFC events from a legislative perspective if applicable and not covered by the Prytanis



- IFC Judicial Representative: Report on any IFC events from a judicial perspective if applicable and not covered by the Prytanis
  - Report of Other Committees (if applicable):
    1. Rush Committee
    2. New Member Education Committee
    3. Design Committee
    4. UDance Committee
    5. Brotherhood Committee
    6. Self-Betterment Committee
    7. Membership Quality Committee
    8. Social Committee
    9. Any other committee not mentioned
5. State of the Chapter Address by Prytanis. Prytanis should give report from Board of Advisors if available.
  6. Reading of correspondence, other materials, if any
  7. Announcements not previously covered
  8. Unfinished business as previously reported by the Grammateus during the reading of the minutes.
  9. New business. All new business shall be submitted to the Grammateus at least 24 hours prior to the start of any meeting.
    - Members that hold Executive Board positions do not only submit new business to the Grammateus. Executive Board members put it in their minutes
  10. Discussion on prospective members, when appropriate. This is led by the Epiprytanis, Recruitment Chairman, or a member of the Rush Committee.
  11. Passing of the gavel for remarks for the good of the Fraternity.
  12. Closing by Prytanis, using ritual.

**Section 6. Special Order of Business.** The following shall be special order of business on the occasions specified:

- At the first regular meeting after any Conclave, the report by the Chapter delegate regarding all legislative issues, the results of the Grand Council elections, and any other Conclave matter, shall be given following the reading of the minutes.
- Following official visits by a representative of the International Fraternity, his report shall be given following the reading of the minutes.
- At meetings called by, or because of, a General Court, the business of the Court or its recommendations shall be taken up immediately following Roll Call, following the reading of the minutes.
- Charges against members shall be heard under the proper headings, and the method, time, and procedure of trial determined immediately thereafter, and special court selected if trial is to be by that method.
- At the last regular meeting in the month of April, the nomination of Chapter Advisor, and Campus Advisor, under new business.



- At the next regular meeting after a vacancy occurs in an office, the election and installation to fill said vacancy shall be taken up under the report of the Nominations Committee. This meeting shall be a formal ritual meeting.
- At the last meeting of the year, the Chapter shall conduct the Fraternity for Life ritual, assisted by representatives from the Board of Advisors and/or the Alumni Association in order to induct the graduating seniors.

### **Section 7. Voting.**

Voting shall be conducted by usual sign. A roll call vote can be utilized if directed by the Prytanis or a motion for a roll call vote is made and is given five seconds.

All active undergraduate members are eligible to vote except the presiding officer who shall vote in the case of a tie, a member on academic leave, or a member on financial leave.

Secret ballot shall be allowed only on Top TKE Chapter Member or other such awards. Absentee voting is never permitted.

### **Section 8. Elections.**

1. Election of officers shall be held at the first regularly scheduled meeting in the month of December, under new business.
2. Two weeks prior to the election, the Prytanis shall post a listing of each office electronically. Any interested frater may post his own name in nomination for that office.
3. During the election meeting, each candidate for office shall have two minutes to present a statement as to his qualifications and his plans to carry out the office.
4. Voting for each office shall be open and by the raising of hands for each office. Should no candidate receive a simple majority on the first vote, the bottom candidate will be removed and another vote taken. This shall proceed until one candidate receives a simple majority.
5. Special elections to fill unexpired officer terms shall proceed in the same manner as regular elections except that the duty to post notice for two weeks in advance shall not apply.

### **Section 9. Attendance at Chapter Meetings.**

Every member shall be present at every Chapter meeting unless excused by the Prytanis.

If a member is absent from two successive regular meetings without excuse, he shall have his right to vote removed until he shall be reinstated by:

- A. A simple majority vote of a quorum at a regular meeting.
- B. Approval of the Membership Quality Committee following an attendance appeal meeting.



The Prytanis and Hypophetes shall interview any such person as soon as possible after his suspension from voting and counsel him. Suspension of voting rights shall not affect financial obligations to the Fraternity.

A. Any member entering after the meeting is brought to order shall be noted late in the minutes unless excused by the Prytanis.

B. Any member not attending or entering the meeting after the officer reports have been given, shall be deemed absent unless previously excused by the Prytanis.

C. Application through Google Form must be made prior to the meeting for which the member desires an excused absence. This must be communicated to the Grammateus and approved by the Prytanis in writing before the said member will be entered on the roll as excused.

D. Every member must be in attendance at all mandatory recruitment and social functions unless excused by the Prytanis.

E. Penalties. Members absent without excuse from any function shall pay a fine of \$5 per missed mandatory function. Fines are payable to the Crysophylos. The Prytanis, if deserving of such action, may waive all unexcused absences and fines upon his discretion. More than three (3) unexcused absences will result in automatic referral to the Membership Quality Board.

**Section 10. Attendance and Privileges by Alumni.** Any alumnus or honorary initiate may attend any meeting of the chapter at any time. The collective present may join in discussion and debate, upon majority (51%) consent of active members present or by majority (51%) consent of the Executive Board. They may not make or second motions or vote. If approved, all Alumni have the right to participate in discussion or debate.

**Section 11. Attendance and Privileges by Inactive Members.** Any inactive members may attend any meeting of the chapter at any time. The collective present may join in discussion and debate, upon majority (51%) consent of active members presents or by majority (51%) consent of the Executive Board. They may not make or second motions or vote. If approved, all Inactive Members have the right to participate in discussion or debate.

**Section 12. Attendance of Other Parties.** Potential new members and other non-members shall be ineligible to attend meetings. Candidates may attend when formal ritual is not being used. Any other party may attend by previous approval by the jurisdiction of the Prytanis.

### **Chapter III: Officers and Committees**

**Section I Executive Board:** The Executive Board shall consist of the following Officers:



**Section 1. Prytanis.** The Prytanis has all the duties and powers of a President and serves as the Chief Executive of the chapter. The responsibilities of Prytanis are:

1. Oversee the Chapter as the presiding officer at all meetings, including but not limited to, meetings of the Chapter officers, formal Chapter meetings, informal chapter meetings, and rituals.
2. Enforce the constitution, laws, traditions, rituals of Tau Kappa Epsilon and local bylaws and rules of the University of Delaware and the City of Newark, at all times.
3. Listen to the needs of the chapter and attempt to meet them. Clarify the goals of the chapter and carry out the wishes of the chapter, delegating work as appropriate.
4. Appoint all committee chairmen; removing ones who do not fulfill their responsibilities. Appoint a delegate to Conclave, and a delegate to campus interfraternal organizations.
5. Get all chapter members involved during the semester.
6. Ensure communications between your chapter, your school, and other fraternities; between your chapter and the Offices of the Grand Chapter; and between your chapter and your alumni.
7. To meet with the Crysophylos within two months of spring term to assist in the preparation of the following year's budget.
8. Along with the Hypophetes, maintain the chapter morale at a high level.
9. Facilitate the running of the operations of the house.
10. Be the spokesman for the chapter.
11. Represent the chapter at Conclave, and see that the chapter participates in TKE educational conferences and programs.
12. Attend Alumni Association meetings as the chapter representative.
13. Coordinate an officer retreat with the Chapter Advisor and a chapter retreat with the Chapter Advisor.
14. Be a liaison between the University and other fraternities.
15. To serve as a chairman of the Executive Board.
16. To require attendance at all meetings, only excusing them on good cause.
17. In general, within the Constitution and the legal limitations, do everything necessary to promote the general welfare of the Chapter.
18. Be a leader; influence others for the benefit of the chapter. Make responsible decisions.

**Section 2. Epiprytanis.** The Epiprytanis has all the duties and powers of a Vice President. In the absence of the Prytanis, he performs all of his duties. The responsibilities of Epiprytanis are:

1. Assist the Prytanis as required.
2. To assume the duties of the Prytanis in the absence or incapacity of the Prytanis.
3. Hold copies of The Black Book and the chapter Constitution and Bylaws and bring copies to meetings.
4. Be familiar with the content of the Constitution, Laws, and Bylaws and be prepared to answer or secure answers for any question or interpretation of them.
5. Keep the Chapter Constitution and Bylaws up-to-date by inserting all amendments and updates as necessary.



6. To conduct all correspondence pertaining to the interpretation of the Constitution or any Law or any Tradition.
7. To conduct all correspondence to the legality of any of the proceeding or omission of the Chapter or any officers thereof.
8. Review Bylaws at least annually; look for updates needed to keep them current.
9. To assist the Prytanis in coordinating the activities of all committees.
10. To work alongside the Public Relations Chairman, and to assist in coordinating public relations for the Fraternity
11. To assume other duties as requested by the Prytanis.

**Section 3. Grammateus.** The Grammateus has all the duties and powers of Secretary. The responsibilities of Grammateus are:

1. Keep the list of chapter officers on file with the Offices of the Grand Chapter updated. Do this using the [TKE Chapter Module](#)
2. Keep a permanent record of all proceedings of the chapter, sharing the minutes with the Chapter Advisor, Board of Advisors, and all members of the Fraternity.
3. Keep a meeting minutes log of every chapter. Once the meeting is concluded, distribute the minutes to all members of the Fraternity.
4. Attend to all correspondence not otherwise delegated, keeping a file of all official chapter correspondence with the Offices of the Grand Chapter, the college or university, and other interested parties.
5. Develop a new phone list every term, providing a copy to each member.
6. Report to the chapter at all meetings any unfinished business.
7. Assist with the compilation of the annual membership roster, which is used by the Offices of the Grand Chapter to calculate Annual Membership Fees.
8. Assist the Prytanis in preparing the Annual Report and any applications for Chapter awards, both due to the Offices of the Grand Chapter each spring.
9. To prepare and forward to the Greek Life Office a complete record of each initiate, and to furnish that office with complete information
10. To write up and forward to the Greek Life Office the credentials of delegates to the Conclave.
11. To certify to the Greek Life Office nominations for Chapter Advisor(s).
12. To keep records concerning the status of members, Associate members, and Associate member standings.
13. Retiring Grammateus shall notify the Offices of the Grand Chapter with a roster of the newly elected officers within 10 days of officer elections.
14. To take on other duties as requested by the Prytanis.

**Section 4. Crysochylos.** The Crysochylos has all the duties and powers of Treasurer. The responsibilities of the Crysochylos are:



1. Act as Treasurer.
1. Collect all money due to the chapter.
2. Disburse chapter funds, timely paying chapter obligations. Reference the [Fee Structure](#) regarding fees owed to the Offices of the Grand Chapter and corresponding due dates.
3. To keep an accurate and true account of all financial transactions
4. To make reports of receipts and expenditures when required
5. Remit promptly (within 15 days) to the Offices of the Grand Chapter all initiation registrations and fees.
6. To remit promptly to Central Office all fees and dues outstanding
7. Prepare accurate monthly financial reports of cash receipts and disbursements. Distribute to the Chapter Advisor, Board of Advisors, and post one for all members of the chapter to read.
8. File an Annual Report with the Offices of the Grand Chapter as required by the Black Book.
9. Make sure that all candidates register and pay their candidate fee on-line, so that they may promptly receive their candidate kits.
10. Ensure that all initiate fees are remitted to the Offices of the Grand Chapter in a timely manner.
11. Responsible for making the chapter budget with the assistance of the Prytanis.
12. To make a monthly written report of the past month. This shall be presented to the Chapter at the first regularly scheduled meeting after said month. It will include receipts and disbursements, all bills receivable and have been running, with a summary comparing each with the previous month. This report is to be filed with the Grammateus and incorporated into the minutes.
13. Create Chapter reimbursement forms, make them accessible to necessary parties, and keep them organized.
14. To perform other duties as requested by the Prytanis.

**Section 5. Histor.** The Histor has all the duties and powers of a Historian. The responsibilities of the Histor are:

1. Act as a Librarian
1. Produce newsletters for chapter members and alumni and forward a copy to the Offices of the Grand Chapter.
2. Provide information for The Teke magazine about chapter activities.
3. Safely keep, and transmit to your successor, the chapter scroll.
4. To file properly all matters of interest pertaining to the history of the Chapter.
5. To keep a record containing the personal history and addresses of each member of the Chapter.
6. Take photos or videos of chapter events to record chapter history for each term.
7. Take pictures or videos at social events such as Formal, Rush events, Bid night, Philanthropy Events, etc. Provide this media to the Public Relations Chairman.
8. Coordinate the development of composites if applicable.
9. Cooperate with local alumni associations, where they exist, to provide programming for Teke alumni.
10. To furnish credentials in the absence of the Grammateus.
11. To assume other duties as requested by the Prytanis.



12. To edit an Alumni Newsletter.
13. To keep a scrapbook containing all clippings and photographs and impressions of cuts relative to the Chapter and its members, including programs and other such matters of Chapter interest.

**Section 6. Hypophetes.** The Hypophetes serves as the Chaplain. The responsibilities of the Hypophetes are:

1. Develop a calendar for rituals, in conjunction with the Hegemon and Prytanis.
2. Keep all ritual items and make an inventory of them.
3. To conduct devotional exercises.
4. Preside in the absence of both the Prytanis and Epiprytanis.
5. Administer the oath of officers elect.
6. Counsel with any member about his academic progress and difficulties, arranging for further help, tutoring and counseling as needed.
7. Maintain the chapter morale at a high level.
8. To report to The Central Office at the end of the University year or when otherwise requested on the grade cards provided on the grades of each member.
9. To advise those deficient in their scholastic work, and take such measures as may be advisable to correct such deficiency, and to report to the Chapter all cases of persistent delinquency with recommendations for the treatment of the same.
10. To extend the hospitality of the Chapter House to visitors and supervise ministry to their comfort and welfare.
11. To have the responsibility of maintaining all wards and trophies received by the Chapter.
12. Under special meetings, he will have the power to organize retreats, unless declined by a 2/3 Chapter vote.

**Section 7. Pylortes.** The Pylortes has all the duties and powers of a Sergeant-at-Arms. The responsibilities of the Pylortes are:

1. Be the primary risk management representative for the chapter.
2. Act as doorkeeper at meetings, maintaining order as needed or directed by the Prytanis.
3. Work with the chapter to develop an alcohol awareness program.
4. Set up before chapter meetings.
5. Be custodian of all flags, properly displaying them whenever customary.

**Section 8. Hegemon.** The Hegemon is the chapter educator, primarily concerned with the preparation of Candidates. The responsibilities of the Hegemon are:

1. To have charge of the associate members for the initiation from the time of their association until their initiation is completed, and during the initiate's first year.
2. Prepare a written program covering all aspects of the new member education program and supervise the program.



1. Ensure that candidates are registered with the Offices of the Grand Chapter. Hegemons should register all candidates using the [TKE Chapter Module](#).
2. Implement a New Member Education Program, "The Blueprint" for all members.
3. Be in charge of Candidate activities, which should stress scholarship, recruitment, active participation, and leadership.
4. Constantly monitor the progress of new members.
5. Cooperate with the Prytanis in the selection of big brothers.
6. To protect the rights of associate members in the Fraternity.
7. Ensure that absolutely no hazing or anything related occurs
8. Work with the Prytanis to initiate a Big Brother Program

## **Section II.**

A. Duration of office shall be from the moment of election until the next official annual chapter elections.

B. Election of Officers and Other Positions.

1. Elections of Prytanis shall be by closed-style majority ballot
2. Election of all other officers and positions shall be by an open-style majority ballot.
3. Annual chapter elections shall be held within one weeks of the 8th academic week of the spring term.
4. Officers/positions-elect shall assume their duties immediately following their election.

## **Section III. Impeachment**

A. Officers may be impeached for any of the following reasons:

1. Misconduct.
2. Lack of attendance.
3. Negligence of their office position.
4. Being placed on probation by the Membership Quality Board.
5. Being suspended from membership.
6. Failure to confirm to the membership standards listed in Article VIII, Section I, paragraph A.



## B. Impeachment Procedure

1. Officers shall be impeached by a two-thirds (2/3) vote of total active undergraduate members at a regularly scheduled meeting.
2. If the Prytanis is impeached, the Epiprytanis shall immediately assume that office for the remainder of its duration.
3. Officers shall have a right to speak in their own defense.
4. The election of an officer to fill a vacancy created by impeachment or of a new Epiprytanis if the Prytanis is impeached, shall take place before two weeks have elapsed.

## **Section IV. Vacancies of Office**

A. Vacancies of Office shall be filled by vote following a seconded motion to elect a member into that position, except if the office of Prytanis is vacant, in which case the Epiprytanis shall assume that office and vacate his own.

B. New officers shall then assume their duties immediately.

## **Chapter IV: Executive Board**

### **Section I.**

#### A. Composition

1. The Executive Board shall consist of the following voting members: Prytanis, Epiprytanis, Grammateus, Histor, Crysophylos, Hypophetes, Pylortes, Hegemon, House Manager, and Knighted members.
2. The Chapter and Faculty Advisor(s) shall serve as members of the Executive Board, but do not have the right to vote on official Executive Board decisions. They will not be required to attend meetings unless petitioned by the Executive Board, though they reserve the right to attend any and all meetings.
3. The Prytanis shall serve as chairman of the Executive Board and shall also have the right to vote on any matter under consideration.

### **Section II. The duties and powers of the Executive Board are:**

- A. To ratify all appointments to membership and chairmanship of special committees.
- B. To decide by a majority vote on the removal of members or chairman of committees at the suggestion of Prytanis.



- C. To serve as a larger judiciary system for the interpretation of these Bylaws.
- D. To enact, enforce, and make available necessary rules and regulations governing the conduct of members while in the house, in their relations to each other, and to study all such matters for the wellbeing of the Chapter.
- E. The Executive Board shall support and assist the Prytanis in enforcing the laws, standards, and expectations of the fraternity.
- F. To assist the Prytanis in planning meetings as needed, coordinating Fraternity activities, and improving intra-fraternity relationships.
- G. To consider appeals of unexcused absentees fine removal. These fines may be revoked by a vote of no less than five officers approving the action.
- H. To deliberate matters of importance that arise over the summer semester. Voting shall be conducted electronically by email and shall be filed along with the decisions of the Board accordingly. All matters discussed shall be brought up at the first regularly scheduled meeting of fall quarter for presentation to the members.
- I. To serve as members of the Membership Quality Board as needed by the Epiprytanis. Assist the Epiprytanis in making decisions from the perspective of their role on the Executive Board.

### **Section III. Voting**

A simple majority vote shall be binding in all Executive Board decisions.

## **Chapter V: Committees**

### **Section I. Type and Composition of Committees**

A. Standing Committees: Membership, duration, and duties

1. Each committee shall be composed of not less than three, and not more than six members, at the discretion of the Prytanis.
2. All active members shall serve on at least one committee, whether standing or special, in order to be considered an active member of the Fraternity. They shall not serve on more than three committees.
3. The Prytanis shall appoint all standing committee members.
4. The Prytanis shall appoint all standing committee chairmen.



5. Committee chairmen and members shall be appointed by the Prytanis at the last meeting of the fall term to serve until the installation of the succeeding Prytanis. This can be changed due to special circumstances, or by discretion of the Prytanis.
6. All committees must prepare and submit a budget to the Finance Committee by the final regular chapter meeting of the previous term.
7. All committees must meet at least four times during each scholastic term. This excludes the Executive Board and the Membership Quality Committee.
8. All committee members are required to attend each and every meeting of their committee, unless excused by the committee chairman or the Prytanis.
9. The committee chairman has the power to set dates and times for committee meetings. Committee members may, by majority agreement, decline the set date. In this instance, the date must be changed to a time within 3 days of the original date, by the chairman, with this time being the final meeting time. Members are not allowed to decline a moved meeting date.
10. Members accumulating more than one (1) unexcused absence per term in a committee he serves upon must come before the Membership Quality Committee to answer to committee delinquency.
11. A committee that feels that a committee member is negligent in his committee duties may, by majority vote, request that said member to be sent before Membership Quality Committee to answer to committee delinquency.

**Section 10. Social Committee.** The responsibilities of the Social Committee are:

1. Prepare a social program based on the budget that has been approved by the Board of Advisors.
2. Supervise and direct the social program in accordance with established [Risk Management Guidelines](#), hiring halls, bands, services, purchasing supplies, or making other expenditures within the budget, with all contracts being reviewed and approved by the Board of Advisors prior to being signed by the Chairman of the Board of Advisors.
3. Ensure that sufficient quantities of non-alcoholic beverages and food are available at all social functions.
4. Responsible for the planning of Formals, Bid Night, Mixers, etc.
5. May ask fellow fraters for feedback or input, but ultimately make final decisions internally.

**Section 11. Recruitment Committee.** The responsibilities of the Recruitment Committee are:

1. Develop and implement an appropriate and effective program to attract new members to the Fraternity, submitting the program in writing to the Chapter at the end of each term for approval for the next term.
2. Ensure that all Chapter members are trained in recruitment techniques.



3. Invite interested individuals to accept membership and to report the same to the Chapter at the next meeting.
4. The Recruitment Committee Chairman serves as a member of the Membership Quality Committee.
5. Be aware of all programs and resources available to assist the Chapter in its recruitment efforts.
6. Assist the Epiprytanis and Rush Chairman in planning rush events and advertising the Fraternity.

**Section 12. Athletic Committee.** The responsibilities of the Athletic Committee are:

1. Organize, and supervise, the athletic participation of the Chapter in all appropriate events.

**Section 13. Risk Management Committee.** The responsibilities of the Risk Management Committee are:

1. Ensure that the Chapter follows [Risk Management Guidelines](#).
2. Develop, implement, and enforce a social protocol/strategy that addresses all matters of risk management, which may include but not be limited to alcohol, drugs, hazing, etc. on Chapter property or at Chapter functions, and other risk management concerns.
3. Cooperate with the Pylortes in ensuring that all Chapter members are educated in, and aware of, risk management guidelines.
4. Report violations to the Chapter Advisor, the Board of Advisors, and the Offices of the Grand Chapter.

**Section 14. Membership Quality Committee.** The responsibilities of the Membership Quality Committee are:

1. Develop Recruitment Standards and Member Standards and to present them to the Chapter for approval.
2. Review these standards each year and present recommendations to the Chapter for approval.
3. Evaluate each Candidate for Membership.
4. Evaluate Chapter members each academic term, according to the established Member Standards.
5. Recommend placing members on warning, probation or suspension, or refer to the appropriate authority (Judicial Board or Board of Advisors) for action.
6. Recommend charges for revocation of membership for any member who has seriously or repeatedly fallen below the Member Standards. These charges shall be read at the next regular Chapter meeting and a vote should be taken to empanel a Special Court. The Special Court shall be conducted as outlined in [The Black Book](#).
7. Recommend members who have met the Member Standards on a sustained basis for appropriate recognition (i.e., Knights of the Classic Lore, Order of the Founders).



**Section 15: New Member Education Committee.** The responsibilities of the New Member Education Committee are:

1. Works alongside the Hegemon to educate the new pledge class of the workings and expectations of a Tau Kappa Epsilon frater.
2. Helps pledges become accustomed to their brothers, and fosters the creation of strong relationships amongst their pledge class and the Fraternity.
3. Ensures the safety of each individual pledge.
4. Ensures that absolutely no hazing (subjecting pledges to any activity they would not normally engage in) or anything related occurs.
5. Works alongside the Academic Chairman, and other relative Executive Board members or Chairmen to closely monitor a pledge's progress.
6. Works alongside the Self Betterment Committee to offer opportunities for candidates to improve themselves.
7. The Hegemon serves as the Chairman of this committee.
8. Create a report/ record of the individual growth of each pledge for their first semester.

**Section 16: Design Committee.** The responsibilities of the Design Committee are:

1. Create appealing apparel for events including but not limited to Rush, Formals, Bid Nights, UDance, etc.
2. Advertise and make certain merchandise available to non members to improve our branding.
3. Create appropriate and appealing merchandise that maintains the dignity and attractiveness of the Fraternity.
4. Make reasonable clothing accessible to all members.
5. Create a secure system of merchandise, ordering and distribution.
6. Presents potential designs for the Chapter to vote on.

**Section 17: UDance Committee.** The responsibilities of the UDance Committee are:

1. Plan events, fundraisers, and outreach pertaining to the annual UDance event.
2. Keep morale high regarding the event.
3. Lead fundraising efforts.
4. Hold people accountable for their participation in UDance and all related activities.
5. Implement internal competitions within the Fraternity to jumpstart fundraising.

**Section 18: Brotherhood Committee.** The responsibilities of the Brotherhood Committee are:

1. Plan events to create better relationships amongst brothers.
2. Create an environment at these events that facilitates brotherhood.
3. Ensure that all fraters are well connected to their brothers, and find value in this relationship.
4. Plan an annual retreat for all members.

**Section 19: Self Betterment Committee.** The responsibilities of the Self Betterment Committee are:



1. Plans regular events that allow and promote the betterment of brother's academics, physical wellness, sociability, etc.
2. Hosts weekly study sessions in the library, reserving a private room.
3. Hosts gym/ exercise sessions regularly.
4. Planning other events promoting self betterment as seen fit by the committee.
5. Holds a running record of who attends certain events.
6. Works alongside Hegemon and the Pledge Committee to ensure the pledge class utilizes these resources especially and experiences self-betterment as a candidate.

## Part B: Duties, Rights, and Responsibilities.

The duties, rights, and responsibilities of Officers and Committee Chairman are:

1. Chapter officers are to serve from January 1 to December 31, exercising the duties as defined in the International Constitution and Bylaws of TKE and further defined in these Bylaws. The Chapter officers shall be known as the Executive Committee;
2. The Chapter may remove any of the officers by a two-thirds vote of the members in good standing attending any regular meeting at which a quorum is present;
3. The Prytanis shall appoint, after consultation with the Executive Board, the following: House Manager, Social Chairman, Recruitment Chairman, Athletic Chairman, Risk Management Committee Chairman, and the Membership Quality Board Chairman. The Prytanis may appoint any other committees he sees fit. Committee chairmen should choose their own committee members, subject to the approval of the Prytanis.
4. Each committee chairman is responsible for the successful functioning of his committee, and may be replaced at any time by the Prytanis, who shall report any such changes to the Chapter at the next regular meeting.
5. Each officer may appoint such members as he may see fit to assist him in proper and successful carrying out of the duties of his office

## **Chapter VI: Finances**

**Section 1. Candidate and Initiation Fees.** After receiving a bid, each candidate shall pay his Candidate Fee to the Offices of the Grand Chapter. Prior to his initiation, each candidate shall pay to the Offices of the Grand Chapter the appropriate Initiation Fee. No extension of time may be granted, nor shall any candidate be initiated until all fees are paid in full.

**Section 2. Member Dues.** Dues are set by the Chapter based on the requirements of the approved chapter budget that has been reviewed by the Board of Advisors. The budget must include all fees and assessments due to the Offices of the Grand Chapter, including Annual Membership Fees and Risk Management Fees.

1. Each member must pay dues determined by the Finance Committee.



2. Dues must be paid to the Crysophylos in full by the first day of classes for that specific term.
3. Specific dues amounts and budgeting must be evaluated and released to the Chapter with ample time. The cost of dues for the Fall semester will be released by April of the previous year. The cost of dues for the Spring semester will be released by October of the previous year.
4. There will be no Winter Session or Summer dues.
5. The Crysophylos shall give receipts for all the money he receives and said receipt constitutes proof of payment.
6. Members living outside of the house shall also be charged a parlor fee, determined by the Finance Committee.
7. Dues for married Fraters shall be one-half (½) regular dues.

### **Section 3. Special Assessments.**

1. Special assessments may only be levied by a two-thirds vote of the Chapter.
2. There will only be one special assessment per scholastic term without specific approval of the Board of Advisors.

### **Section 4. Room and Board**

1. The amount paid by members living in the Chapter house shall be fixed annually in the housing budget.

**Section 5. Rendering Bills.** The Crysophylos shall, prior to the first meeting of each semester, give each member a statement for the monies owed. This includes dues of every description, fines and penalties of every kind, special assessments, and every indebtedness of any kind owed to the Chapter, on the forms furnished by the Greek Life Office.

### **Section 6. Accounting**

The Crysophylos shall keep all financial records of the Chapter.

### **Section 6. Payment of Bills and Delinquencies.**

1. All debts to the Chapter or Board of Advisors for dues, fees, rent, assessments or other monies must be paid by the due date established by the Chapter. **All unpaid accounts are delinquent and incur a 10% penalty.**
2. All delinquency cases shall be the responsibility of the Crysophylos to investigate. The Crysophylos has the power to refer said delinquent to the Membership Quality Committee for subsequent disciplinary or legal actions if necessary.
3. Any Frater with outstanding debts to the Fraternity or the Chapter house shall be required to go before the Board of Trustees for review if the Frater's debts are in excess of one hundred dollars (\$100) and/or not been paid within two (2) weeks of the due date.



**Section 7. Suspension for Non-Payment.** Any member who shall be delinquent shall be automatically suspended from all Chapter activities and shall have no privileges until he shall have satisfied the indebtedness. In case the suspended individual is an officer, the Prytanis shall appoint another Frater to fill the office until the suspended officer is either reinstated or removed.

### **Section 8. Preferring Charges**

Should the Chapter be unsuccessful in securing settlement of the debt, the Chairman of the Board of Advisors shall commence action under The Black Book to remove the individual's membership and turn the indebtedness over to a collection agency.

If such suspension shall continue for three (3) months from when the said member became delinquent, the Prytanis or Crysophylos shall prefer charges against such a member under Subsection D of Section I of Chapter XXVII of the Laws of the Fraternity, "Trial of Members" and he shall thereupon be tried according to such laws.

### **Section 9. Expenditures.**

No expenditure shall be made, indebtedness incurred, by any person not expressly authorized to do so within these Bylaws.

No person authorized to spend or incur indebtedness shall exceed his authorized budget.

**Section 10. Bills, Payments, Disputes.** No invoice in excess of \$1 shall be paid by cash. No bill shall be paid without presentation of receipts. All checks require at least two signatures (both of whom must be officers); at least one signatory must be the Prytanis or Crysophylos. Bills may be paid electronically by approval of the Crysophylos.

All disputes over accounts shall be referred to the Executive Board, who, after review, may further refer them to the Board of Advisors.

**Section 11. Penalties on Disputed Accounts.** All disputed accounts of members shall stand referred to the Crysophylos and no member shall be suspended or incur a penalty for failure to pay for disputed item, and shall not incur a penalty for the delay. An appeal may be made to the committee to the Chapter at its next meeting and its decision by the majority shall be final. It may be reversed by the Prytanis.



## **Chapter VII: Membership**

### **Section 1. Recruitment.**

1. At the last regular meeting of each school term, the Recruitment Chairman shall present his plans, programs and budget requirements to the Chapter for approval.
2. Once approved, the Recruitment Chairman is empowered to conduct activities, to invite new men to join, and to arrange all matters to successfully bring men into the Fraternity as new members.
3. Formal recruitment events must be planned in accordance with dates and times given by the IFC.
4. Everyone must be confident in recruitment procedures.
5. Dignity, prestige, and attractiveness of the Fraternity must be maintained at these events.

### **Section I. Permanent Members**

#### **A. Standards for Membership**

1. Must maintain a 2.50 cumulative grade point or above.
2. Must not be on social or academic probation
3. Must pay all dues, fines, and other financial obligations set by the chapter.
4. Should participate in all Fraternity events including: brotherhood, philanthropy, recruitment, and planned social functions.
5. Must complete a total of 5 service hours per academic term.
6. Must keep an up-to-date resume and attend one professional recruitment event (i.e. Career Fair, Info-session, etc.) per semester.
7. Must remain involved with one other on-campus extra-curricular activity.
8. Must not bring public embarrassment to the Fraternity.
9. Must conduct themselves as gentlemen within and outside the Fraternity.
10. Must maintain the secrecy, tradition, rituals, laws, Constitution of the Fraternity, and Bylaws of the Chapter.
11. Must meet the requirements set forth in Article VI of the International Constitution.



## B. Penalties

Any transgressions of these standards will result in a further evaluation conducted by the Membership Quality Committee.

## **Section II. Acceptance Requirements for Prospective Members**

### A. Scholastic Requirements

1. All prospective members and associates must be currently enrolled in an undergraduate curriculum of study at the University of Delaware.
2. All prospective and honorary members of the Fraternity must meet the requirements set forth in Article VI of the International Constitution.
3. Any first year students with at least a 3.00 unweighted grade point average from high school shall be eligible to associate if he meets all requirements set forth by this Article.
4. Any undergraduate with at least a 2.50 grade point average after his second term shall be eligible to associate if he meets all requirements set forth by this Article.
5. Transfer students will be ineligible for membership only if he has a grade point average of at least a 2.50 at their previous university.

### B. Personal Requirements

1. All Associates must be of upstanding moral and personal character.
2. A member can be of any race, religion, or nationality.

**Section 2. Voting on Candidates for Membership.** Selection and voting shall proceed in the following manner:

1. Immediately after a recruitment activity, the Chapter shall meet to determine which prospective members should be referred to the Membership Quality Board for a membership interview.
2. The Recruitment Chairman may individually refer a prospective member to the Membership Quality Board for a screening interview.
3. After the Membership Quality Committee interviews a prospective member, it shall determine if he is to be invited to join TKE. The MQC shall inform the prospective member of its decision within the next 2 days.
4. If a prospective member is approved, he shall be presented with an invitation to join the Fraternity (bid card).



5. After accepting the bid, the candidate shall be inducted (using the candidate induction ceremony) within 14 days.

### **Section III. Bids**

The Recruitment Committee shall report on potential new members stating eligibility and other information concerning the potential recruit.

A bid shall consist of a written invitation to associate with the Nu-Pi Chapter of Tau Kappa Epsilon to be delivered to the prospective recruit by any two active members, only if he meets the requirements set forth in this Article.

Bids shall be valid for a period of one year, from the time the bid is delivered.

**Section IV. Probation.** Any member of the Chapter may be placed on a probationary status for failing to meet the Member Standards established by the Chapter. While on probation status, members may lose specific privileges. Some of the privileges that may be taken away include: voting rights, the right to participate in social programs, the right to participate in athletic programs, the right to serve as a Big Brother, the right to select new members, the right to hold office, and the right to live in the Chapter house.

### **Section V. Inactive Members.**

A. An inactive member shall be defined as a member who has through personal reasons failed to pay his dues to the Fraternity.

B. Inactive members shall be allowed to attend meetings, and have other privileges as specified in these Bylaws.

C. Active members shall have precedence over inactive members in all Fraternity activities.

## **Chapter VIII: Amendments to Bylaws**

**Section 1. How Made.** Proposed amendments to these Bylaws shall be submitted in writing to the Epiprytanis who shall present it to the Chapter at the next regular meeting under new business for discussion. The proposed amendment will be voted on immediately.

**Section 2. Duty of Epiprytanis to Enter.** It shall be the duty of the Epiprytanis to immediately enter in all copies of the Bylaws all amendments thereto, and send them to the Greek Life Office.



## *Summary of Petition*

**University:** Founded in 1743; current co-educational undergraduate enrollment of 19,117; accredited by the Middle States Commission on Higher Education.

**Colony:** Founded as Nu-Pi in 1971; closed in 2003; re-founded in 2019.

**Campus Activities:** Gained IFC membership in October 2019; won Greatest of the Greeks in November 2019; raised \$7,683 for the B+ Foundation (UDance 2020).

**Membership:** 62 active members: 4 seniors, 36 juniors, 16 sophomores, 6 freshmen.

**Finances:** Stable; \$0 balance with the Offices of the Grand Chapter.

**Housing:** N/A

**Scholarship:** 3.17 Nu-Pi cumulative GPA > 3.042 All-Fraternity Average GPA > 2.961 All-Men's Average GPA

**Competition:** 17 other national and international fraternities recognized by IFC



“As fraters in the bond,  
We pledge our lasting loyalty  
To our belov'd fraternity,  
TKE.

By friendship's magic wand,  
This tie that binds each heart of us,  
Becomes a living part of us,  
TKE.

As fraters here we've learned  
A lesson in sweet charity,  
From rites a our fraternity.  
TKE.

So let us be concerned  
To cherish with undying love,  
Our fraters in esteem and love,  
TKE.”

