CONSTITUTION
AND
MODEL BY-LAWS

Kappa Psi Pharmaceutical Fraternity

Founded 1879

NINETEEN HUNDRED AND THIRTY-EIGHT

COMMITTEE ON REVISION OF THE CONSTITUTION

DR. HORATIO C. WOOD, Jr., Grand Vice Regent, Chairman
DR. L. K. DARBAKER, Past Grand Historian
PROF. C. M. SNOW, Past Grand Vice Regent
PROF. F. D. STOLL, Past Grand Ritualist
GEORGE H. FRATES, Past Grand Vice Regent
DR. HENRY J. GOECKEL, Past Grand Historian and Editor
DR. GEO. L. HOLSTEIN, Past Grand Regent

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KAPPA PSI PHARMACEUTICAL FRATERNITY

"One for all and all for one"

Founded 1879 Incorporated 1903

OFFICIAL FLAG

PLEDGE BUTTON

OFFICIAL BADGE

RECOGNITION BUTTON

SCHOLARSHIP KEY

COLORS:
Scarlet and Gray

FLOWER:
Red Carnation

PUBLICATIONS

Exoteric Medium
"THE MASK OF KAPPA PSI"
Official Journal published quarterly
Subscription: $10 for 10 years.

SONG BOOKLETS
In preparation.

THE CONSTITUTION AND BY-LAWS
25c a copy.

Exoteric Medium
"THE AGORA"
The Official Directory and Hand Book of Kappa Psi Information.

MEMBERSHIP CERTIFICATE
Issued only through Secretary of Chapter. Price, $2.00.

THE HISTORY
In Preparation.

The Revocation of all Former Laws, General or Local:

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1. By the ratification and adoption of this Constitution, all former constitutions, by-laws and standing laws of this Fraternity, by which laws the Fraternity was formerly governed, shall be revoked, and shall no longer be in effect.

PREAMBLE

2. For the sake of the conservation of unity of principle, practice and procedure; that there may be one final rule by which all may be governed; that there may be system and order in all parts of the Fraternity; this instrument is promulgated by the Grand Council of the Kappa Psi Pharmaceutical Fraternity for its own government and for that of its constituent and component Chapters. *All Chapter must provide all initiates of the Fraternity with copies of this Constitution immediately following initiation.*

ARTICLE I

Name, Object and Composition of the Fraternity

3. Sec. 1. *Name.*—The name of this body shall be the Greek Letter Pharmaceutical Society (Fraternity) of Kappa Psi of the United States of America and Canada.*

4. Sec. 2. *Objects and Purposes.*—The Objects and Purposes for which this body is formed are to conduct a mutual fraternal organization, having for its object the mutual advantages of its members; and, to this end, to unite in fraternal bonds persons of good character and sound mental health, by conferring upon them such degrees as are prescribed by the ritual of the Fraternity; which degrees are designed to exemplify industry, sobriety, mutual fellowship and esteem; to inculcate nobility and courage of mind and heart; and to further in every way possible the advantages of its members, socially, morally and intellectually; also to foster pharmaceutical research and high scholarship.

5. Sec. 3. *Composition.*—It shall be composed of duly qualified and legally admitted members, and shall possess such powers and authority as its Articles of Incorporation and this Constitution define as belonging to it.

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*Incorporated under the Laws of the State of Delaware.

ARTICLE II

Organization

6. Sec. 1. *Divisions in General.*—This Fraternity shall be composed of a representative body to be designated as the Grand Council or Alpha Chapter, and of Subordinate Chapters, as hereinafter specifically provided for.

7. Sec. 2. *The Grand Council.*—The Grand Council shall be the supreme legislative, judicial and executive body of the Fraternity.

8. (a) As the supreme *legislative body* it alone shall make general and common laws to govern both itself and its confederated parts.

9. (Note 1: The Grand Council may, in its wisdom, delegate to one or more of its members, or to a committee (see Art. X., Sec. 3 infra), the privileges and rights of legislation.)

10. (b) As the highest *judicial tribunal*, the Grand Council shall interpret all legislation, and there can be no higher court of appeal; its decision being non-reversible, except in the event that it sees fit to reverse itself.

11. (c) As the mightiest *executive power*, recognized by this Fraternity, it shall have authority to enforce and to compel obedience and subservience to its laws and decisions.

12. (d) The Grand Council shall be supreme also in its right to revoke the charter of any and all of its Chapters.

13. Sec. 3. *The Chapters.*—As correlated to the fact that the Grand Council shall be supreme, the Chapters of the Fraternity shall be in all respects and particulars subservient to the Grand Council. To this latter body they shall be responsible for the proper performance of all their duties and privileges.

14. Save and except in their subservience to the Grand Council, however, the Chapters shall be separate and distinct entities. Each Chapter shall enjoy complete independence and autonomy, and shall have the power to elect, receive and initiate candidates for membership; to elect officers; to make by-laws; and to perform all such other acts and to enjoy all such other privileges as are provided for, or openly or tacitly allowed, by this Constitution; *provided always* such acts and privileges are in conformance with the letter and the spirit of this Constitution.

15. Therefore, each Chapter shall possess and acknowledge a dual relationship, to-wit: 1. An autonomous relation, wherein it is the equal of all of its sister Chapters in the possession of certain individual rights, powers and privileges; and herein is guaranteed each Chapter's independence and separate existence as vouchsafed to it by its Charter; 2. A feudatory relation, wherein it (together with all of its sister Chapters) owes allegiance and support to one common supreme body; and this bond of union and confederation constitutes the Kappa Psi Pharmaceutical Fraternity.

ARTICLE III

Membership

16. Sec. 1. *General Qualifications for Membership.*—The Kappa Psi Pharmaceutical Fraternity shall receive as members only such men as are graduates of or students in Schools or Colleges of Pharmacy which meet the requirements of the American Association of Colleges of Pharmacy, or members of the faculties of such institutions, of good character and approved social standing, and of sound mental health; furthermore, the provisions of the Ritual for Membership must be met.

17. Membership in or expulsion from another pharmaceutical fraternity shall disqualify a man for election to a Chapter of Kappa Psi; furthermore, members of Kappa Psi are prohibited from joining any other pharmaceutical fraternity (except purely honor societies).

18. Sec. 2. *Of the Grand Council.*—The members of the Grand Council shall consist of the following: The officers of the body (as hereinafter named, to-wit., Art. VII, Sec. 2, infra): of two Delegates from each Collegiate Chapter; of two Delegates from each Graduate Chapter; of one member from any committee charged with any extraordinary or important work; and of one Delegate-at-Large from each organized Province.

19. Sec. 3. *Chapter Delegates to be Elected.*—The Delegates from the Collegiate and Graduate Chapters shall be elected from the roll of the collegiate membership of the Collegiate Chapters, and from the membership of the Graduate Chapters, respectively.

20. Sec. 4.—*Delegates from Delinquent Chapters to be Excluded.*—Delegates from any Chapter, or Chapters indebted to the Grand Council cannot be admitted to the Grand Council until all arrears have been paid, or until admitted by a three-fourths vote of the qualified membership.

21. SEC. 5. *When a Member of a Committee Shall be Admitted to Membership.*—The importance to the Fraternity of a committee's report shall be a question of fact to be determined by the Grand Regent, or, upon appeal, by the Executive Committee. Should the proper judge decide that the report of the committee is of sufficient importance to render advisable the attendance of one of the members of the committee in question, he shall order that member to attend as a member of the body.

22. But the committee should be prepared to report some substantial progress in the matter submitted to it to be entitled to representation in the Grand Council.

23. SEC. 6. *Election of Province Delegates-at-Large.*—The affiliated Graduate Members of each Province shall elect as Delegate-at-Large one affiliated Graduate Member of their Province, the election to be held by U. S. Mail by the Satrap (Province Chief). At the same time an alternate delegate shall be elected. The delegate and his alternate cannot both be members of the same session of the Grand Council, and both the delegates and their alternates shall be chosen from the affiliated Graduate and Facultate membership of the Fraternity.

24. The affiliated Graduate Members shall be deemed all such as contribute toward the support of the Fraternity either by membership in a Graduate Chapter or through subscription to THE MASK outside of a Graduate Chapter.

25. SEC. 7.—*Expenses of Grand Council Members.*—(A) The Grand Council shall meet the transportation expenses of its duly qualified and admitted members (excepting the Delegates from Graduate Chapters, whose expenses shall be borne by their respective Chapters, the Province Delegates-at-Large, and one (1) Delegate from each Collegiate Chapter, whose expenses shall be borne by their respective Chapters), paying their mileage each way from the place of their residence, when attending *National* Grand Council Conventions (see Art. XXVI, Sec. 1.)

26. In the event of any Chapter not being able to send more than one (1) delegate, the Delegate attending the Grand Council shall be entitled to two (2) votes in the Convention.

27. (B) Any Collegiate Chapter having been instituted less than eight (8) months before the Convention of the Grand Council next succeeding, or having been assessed less than eight (8) assessments of fifty (50)

cents per capita, shall be entitled to Delegates at the expense of aforesaid Collegiate Chapter.

28. SEC. 8.—*Fines for Delegates Absent from Grand Council Sessions.*—Delegates attending Grand Council Conventions, who absent themselves from Business Sessions of the same, shall be fined ten (10) dollars for each such offense, unless excused for sickness.

29. SEC. 9. *Representatives and Voting by Proxy.*—Any Chapter unable to send any Delegates to Conventions of the Grand Council may confer the proxy of the Chapter upon the Delegates of another Chapter or upon Graduate or Facultate Members chosen by said Chapter. Such proxies shall present to the Grand Council at the beginning of the Grand Council sessions a written proxy signed by two (2) witnesses. This shall likewise apply to Chapter Meetings as well.

30. SEC. 10. *Membership of the Chapters.*—The membership of the Chapters shall consist of students, former students, graduates, post-graduates, instructors or professors of the recognized School or College in which a Chapter of Kappa Psi is located.

31. SEC. 11. *Collegiate Membership of the Chapters.*—The Collegiate Membership of the Chapters shall be elected from the members of the under-graduate or post-graduate classes of the School or College in which the Chapter is located.

32. (Note 2: The collegiate membership of each Chapter composes the working nucleus of the said body, and to it belong all of the privileges of the Order (save that of being an officer of the Grand Council); and upon it rests the responsibility of maintaining the dignity, respect and strength of the present organization, and with it resides in large measure the future of the Fraternity.)

33. SEC. 12. *Unaffiliated Membership of the Chapters.*—Any under-graduate member of the Fraternity leaving the College at which he became a member of the Fraternity, either to give up his studies or to pursue his studies at some College where a Chapter of this Order does not exist, becomes an Unaffiliated Member. As such he shall not be subject to any dues, but he shall retain all the benefits and privileges of the Order, save only the rights of voting and holding office in the Chapters.

34. (Note 3: Collegiate members of any Chapter the charter of which has been revoked become unaffiliated members as defined in section immediately preceding.)

35. SEC. 13. *Graduate Membership of the Chapters.*—Upon graduating from his College, a member, formerly Collegiate, becomes a Graduate member. A Graduate member shall be accorded such honors as it is

within the power of the Chapters to show him, when visiting his Chapter, or when the guest of sister Chapters. Furthermore, it is from the ranks of the Graduate membership of the Fraternity that the officers of the Grand Council shall be elected. Graduates, who were not Collegiate members of the Fraternity, may, under certain conditions (see Art. IV, Sec. 2) be elected to Graduate membership.

36. SEC. 14. *Facultate Membership of the Chapters.*—The Facultate Membership of the Chapters shall be derived from the members of the Faculty or Adjunct Faculty of the School or College to which the Chapter belongs, but who are not members of another pharmaceutical fraternity. Such members shall be duly elected and legally admitted as are other members, *such members to have and to hold all the rights and privileges of Graduate Members.* It is urgently advised that they be consulted with on all matters of moment concerning the Chapter, and that by all such means as lie within the power of the several Chapters, they be made to feel an active and zealous interest in the spirit and workings of their Chapter and Fraternity.

ARTICLE IV

THE PROPOSAL, ELECTION (OR REJECTION) OF COLLEGIATE, GRADUATE AND FACULTATE MEMBERS

37. SEC. 1. *The Proposal of a Candidate for Collegiate and Facultate Membership.*—It being known that a prospective candidate is not immutably opposed to the principles and practices of fraternalism; it being further known that such a candidate is not finally obligated by any sort of pledge, or acceptance of an invitation, to join any other pharmaceutical fraternity; nor actually a member of any other pharmaceutical fraternity—nor any one who has been expelled from the same—such a candidate (provided he fulfils the qualifications for membership hereinafter set forth, to-wit, Art. III, Sec. 1, supra) is eligible for the proposal of his name to the Chapter for membership.

38. (Note 4a: His name is therefore proposed for membership without his having been approached on the subject of joining the Fraternity, while, in fact, he is in entire ignorance of the honor sought to be done him. Consequently he is saved the embarrassment of hearing nothing further should he be rejected, and the Chapter is saved from ignominious retreat from a tentative position necessarily assumed when it approaches a man on the subject of membership before electing him finally.)
(Note 4b: See Art. III, Sec. 12.)

39. SEC. 2. *Proposal of a Candidate for Graduate Membership.*—Both Collegiate and Graduate Chapters

may elect to Graduate Membership graduates of recognized and acceptable pharmacy schools, as defined in this Constitution, provided said individuals meet the requirements for membership and have not been rejected by any Chapter of Kappa Psi.

40. The proposal, nomination, election, etc., of such individuals shall follow the regulations concerning Collegiate, Graduate and Facultate membership. Such duly initiated Graduate members shall enjoy all the rights of *Graduate* membership, and shall pay an initiation fee set by the Chapter that initiates him.

41. SEC. 3. *Submission of the Nomination to the Committee on Elections.*—The proposal of the prospective member's name for membership having been successfully accomplished by meeting with approval from another member of the Chapter, his name, with such other data concerning him as may be available, is submitted to the Committee on Elections hereinafter provided for (to-wit, Art. XI, Sec. 4, infra).

42. SEC. 4. *Report of Committee on Elections and Its Effect.*—After due consideration at the hands of the above Committee, the candidate's name is reported back to the Chapter with its recommendation for or against acceptance. But whatever may be the opinion, and the recommendation of the Committee, based upon that opinion, the privilege which each and every Brother of the Chapter enjoys of voting for or against the nominee shall not be by any means abrogated by the action of the report of this Committee.

43. SEC. 5. *Voting Upon the Candidate's Acceptance.*—With the report of the said Committee before it, the Chapter is finally in position to cast its ballot intelligently for or against the nominee. If elected, the candidate is to be notified of his election and an invitation is to be extended to him to join the Fraternity.

44. (Note 5: If rejected the nominee must never know it. It is an offense to inform a man of his rejection, and the Regent may, at his discretion, impose punishment for same in whatever manner he may deem advisable.)

45. SEC. 6. *Election to Membership to be Without Solicitation.*—Furthermore, each nominee must be elected to membership without being previously solicited to join the Chapter. Violation of this mandate is an offense punishable by expulsion.

46. SEC. 7. *Waiting Committee Consideration of Nominations.*—Authority is hereby extended to the Chapters to make competent provisions in their By-Laws to the end that they may proceed at once to the

election of a candidate to membership, without placing his name before the Committee on Elections, should such a course at any time seem best for reasons of expediency.

47. SEC. 8. *Secret Balloting.*—Election to membership shall be by the system of the secret ballot; and each member is responsible only to his own conscience for the side upon which he shall vote.

48. SEC. 9. *The Effect of Three Adverse Votes.*—If it be found upon counting the ballots that there are three or more adverse votes against the nominee, that name shall be rejected without reconsideration, except in the case of a mistake in voting or counting.

49. SEC. 10. *The Effect of Two Adverse Votes.*—Two adverse votes when cast against a proposed candidate necessitates the rejection of the said candidate for the time being (except in the case of a mistake in balloting). A candidate having two votes against him cannot be reproposed for membership until after the expiration of three (3) months from the date upon which his name was originally voted upon. And that his name may be reconsidered even after the expiration of three (3) months, it shall be required that every member of the Chapter be present.

50. SEC. 11. *The Effect of One Adverse Vote.*—One adverse vote allows of a new ballot at any desirable meeting, for three (3) successive ballottings only; and if the ballot still continues cloudy upon the third ballot, the candidate is to be declared finally rejected; unless the rejection is reversed by the Grand Council upon application and argument of the Chapter concerned.

51. SEC. 12. *Communication Between Chapters in Case of Transfer of Nominee from One Chapter's Jurisdiction to Another.*—In case a man, not already a Brother of Kappa Psi, removes from a college in which there is a Chapter of Kappa Psi to pursue his studies in a second college in which there is also a Chapter of the same Fraternity, it shall be necessary for the second Chapter to communicate with the first Chapter before the said prospective nominee can be elected to membership by the second Chapter.

52. SEC. 13. In cases where Chapters of Kappa Psi exist in Universities in which the Schools or Colleges of Pharmacy are located in two cities, such Chapters may receive into their membership students from both parts of such schools or colleges, provided, that their Charter grant them such privilege.

53. SEC. 14. *Limited Membership.*—Authority is hereby granted to the Chapters to make provisions in

their several By-Laws to limit their Collegiate membership to a certain definite and restricted number, should it seem desirable so to do. In such case, election to Collegiate membership can occur only upon vacation of a Collegiate membership by a former occupant.

ARTICLE V

MEMBERSHIP CERTIFICATES

54. SEC. 1. *Issued to Collegiate Members.*—A membership certificate of the form and character authorized by the Grand Council shall be issued to a Brother before the close of his last year at college. The Grand Secretary and Treasurer shall issue said certificate only to such members shown by his records to be in good and regular standing in his Chapter and the Grand Council of Alpha Chapter, and shall send said certificate direct from his office to the permanent address furnished by the member to receive said certificate, by registered mail, the receipt for each certificate to be filed for reference in case of alleged non-receipt of same. The degree or degrees of a member shall, if desired, appear after his name on the certificate.

55. SEC. 2. *Revenue for Membership Certificates.*—Each Chapter shall pay as a Grand Council Membership Fee the sum of two ($2) dollars to the Grand Secretary and Treasurer for every member (Collegiate, Facultate and Graduate) initiated into the Chapter, and each such member shall be entitled to receive the said certificate of membership whenever his application shall have been indorsed as above ordered, to-wit, Art. V, Sec. 1.

56. SEC. 3. *Issued to Facultate Members.*—A certificate of the above named type shall be furnished immediately upon the Chapter electing him having paid into the Central Office (G. T. & S.) the necessary Membership Fee.

57. SEC. 4. *Issued to Graduate Initiates.*—A certificate of the above named type shall be furnished immediately upon the Chapter electing him having paid into the Central Office (G. S. & T.) the necessary Membership Fee.

CHAPTER VI

TRANSFER OF MEMBERSHIP

58. SEC. 1. *Manner of Effecting.*—A Brother of Kappa Psi leaving a college in which there is a Chapter of this Order and of which he is a member to pursue his studies in a second college in which there is also a Chapter, shall be admitted to the second Chapter as a

Collegiate member, upon presenting to the second Chapter his transfer card issued by his first Chapter; the said card showing him to have been in good standing in his former Chapter; and, the By-Laws having been read in his hearing, he swears to uphold the same.

59. SEC. 2. *Form of Transfer Card.*—

.....CHAPTER

KAPPA PSI PHARMACEUTICAL FRATERNITY

.....19.....

To ..... Chapter .....

This is to certify that Brother.....

was initiated into.....Chapter on.....

.....; that he then and there took the Oath of Allegiance to our beloved and honored Order; that he has since been a member in good and regular standing; in view of which facts he is most heartily recommended to you as being a Brother worthy of your association. Most fraternally,

.....

Sec'y of.....Chapter.

.....Regent.

60. SEC. 3. *Termination of Membership.*—After a man has been duly elected and initiated into Kappa Psi Pharmaceutical Fraternity, his membership shall continue during the remainder of his natural lifetime, except in case of his expulsion as provided for herein. In no case and under no circumstances shall a member be allowed to voluntarily relinquish his membership by resignation from the Fraternity.

ARTICLE VII

OFFICERS OF THE GRAND COUNCIL, THEIR DUTIES, AND THE CENTRAL OFFICE

61. SEC. 1. *List of Grand Officers.*—The Officers of the Grand Council shall be the following, to-wit: the Grand Regent, three Grand Vice Regents, the Grand Secretary and Treasurer (one and the same person), whose office shall be known as the Central Office, the Grand Historian, the Grand Ritualist, and the Grand Councilor. These officers shall be chosen from the ranks of the Graduate and Facultate members of the Fraternity at large, the elections occurring at the national conventions of the Grand Council, and they shall hold office until their successors shall have been elected. No salaries shall be paid to Grand Officers.

62. SEC. 2. *Nominations for Grand Officers.*—The Grand Regent shall appoint at each meeting of the Grand Council a Nominations Committee of three (3) members, who shall serve until the next succeeding Grand Council meeting, or until their successors are appointed. It shall be the duty of the Grand Secretary and Treasurer to notify every Collegiate and Graduate Chapter at least eight (8) months prior to the Grand Council that the Committee is prepared to receive nominations for the Grand Officers which shall be balloted for at the National convention. The Chapters may make nominations for any or all of the Grand Officers and forward the same certified by the Regent and Secretary of the Chapter to the Grand Secretary and Treasurer at least three (3) months prior to the national convention of the Grand Council. The Grand Secretary and Treasurer shall then prepare a complete list of the candidates so nominated and forward the same to the Nominations Committee, and publish the list in THE MASK.

63. All nominations for Grand Officers shall be presented in the above manner and in no other, except in case all nominees for any office withdraw their names, or for any reason are unable to serve; in such instance nominations for that office may be made by individual members on the floor of the Convention, but under no other circumstances.

64. SEC. 3. *Duties of the Grand Regent.*—It shall be the duty of the Grand Regent to preside at all meetings of the Grand Council; to announce the time of meeting of the Grand Council; to receive applications for the creation of Chapters, and to notify the Legislative Committee (hereinafter provided for, *vide, infra* Art. X, Sec. 6, a); to either himself visit each Chapter of the Fraternity at least once annually, or else to direct that Grand Officer stationed nearest to any Chapter or Grand Council Deputy of the Chapter concerned to perform this duty; to install new Chapters, when possible and feasible, or else to direct another of the Grand Officers, or member of the Legislative or Executive Committee, or other appointed representatives, to discharge this duty; and to perform all such other acts and discharge all other duties ordinarily incumbent upon the supreme officer of an organization.

65. SEC. 4. *Duties of the Grand Vice Regents.*—It shall be the duty of the Grand Vice Regents to discharge all such duties as their superior officer may delegate to them. It shall be their duty, further, to assume, in the order of superiority, the duties of the Grand Regent in the event of the death, illness, disability, or neglect of duty, of the latter officer.

66. The fact of the existence of any disqualification, refusal or neglect to act on the part of the Grand Regent, as well as the termination of any temporary disqualification, shall be ascertained and determined by the Grand Council in session, or by the Executive Committee of the same out of session, of the Grand Council. The said tribunal, whether it be the Grand Council or its Executive Committee, shall also have the power to accept the resignation of the Grand Regent. It may exercise this authority either upon its own knowledge without citation or notice, or after such citation or notice or upon sufficient testimony. To compass the removal permanently or temporarily of the Regent, and to elevate a Grand Vice Regent to the regency, or to remove any temporary disqualification from the Grand Regent, the tribunal aforesaid shall file with the Grand Secretary certificate that such disqualification exists or is removed; which certificate shall be signed by the presiding officer of the Grand Council when three-fourths of its membership approve, or by four of the members of the Executive Committee when that body is the acting tribunal.

67. SEC. 5. *Duties of the Grand Secretary and Treasurer.*—It shall be the duty of the Grand Secretary and Treasurer to act in the capacity of secretary at all meetings of the Grand Council; to conduct the correspondence of the Grand Council; to have custody of all records, documents, etc., of the Fraternity, and of the seal of the Fraternity; and he shall cause an impression of the said seal to be affixed to all official documents under its authority.

68. It shall be the duty of this officer as Grand Treasurer of the Grand Council to receive and to act as custodian of all funds of the Grand Council, and to disburse same in payment of debts incurred by the Grand Council, its officers and committees. He shall make report of the finances of the treasury at each national convention, which report shall be audited by a committee appointed for the purpose at the same meeting.

69. He shall be required to furnish bond in the sum of one thousand ($1,000) dollars, the cost incident to the procuring of same to be paid out of the Grand Treasury.

70. He shall have complete charge of the roll or

record of membership in Kappa Psi Fraternity. He shall keep a record of all data relative thereto which he may deem of value or historical importance. All historical data or records collected by the Grand Historian or otherwise secured, shall, unless otherwise provided for, be entrusted into his keeping. It shall be mandatory upon the officers of the Chapters to promptly furnish him such information as may be necessary to keep the records complete and up to date. He shall have charge of the publishing of THE AGORA, embracing such data as is set forth in Art. XXIII, infra.

71. As Editor, he shall discharge the duties ordinarily incumbent upon an editorship. He shall direct the editorial department of the official magazine, "THE MASK," accept and publish such matters as seems to him fit and appropriate; direct its finances, of which he shall make report to the Grand Council; and he shall superintend the publication of the said journal at stated intervals. He shall also issue Membership Certificates, the revisions of the Constitution and By-Laws, the Ritual, History, Songbook, etc., and shall look after the issuing of record books, forms, etc. The Grand Secretary and Treasurer shall be provided with sufficient FUNDS out of the Grand Treasury to provide his office, THE CENTRAL OFFICE, with the necessary stenographic and clerical assistance to carry on the work of said Central Office, the amount to be approved by the Grand Chapter. He may appoint, with the approval of the Grand Chapter, an official Assistant.

72. SEC. 6. *Duties of the Grand Historian.*—The Grand Historian's duties shall consist of the preparation and publication from time to time, through the Central Office, of such data and proceedings of the history of the Fraternity as shall be valuable as matters of record and future interest.

73. SEC. 7. *Duties of the Grand Ritualist.*—The Grand Ritualist shall direct the ritualistic work of the Order, present for the action of the Grand Council revisions of all or parts of the Ritual, edit reprints and revisions of the Ritual, and supervise the ritualistic work of the chapters.

74. SEC. 8. *Duties of the Grand Councilor.*—The Grand Councilor shall act as the legal adviser of the Fraternity. He shall be consulted by the chapters in all legal matters, and his approval of proposed chapter house purchases, contracts, etc., shall be sought before same are made.

75. SEC. 9. *Expenses of the Grand Officers and Committees of the Grand Council.*—Any and all expense incurred by the officers and committees of the Grand

Council in the discharge of the offices and business of the Fraternity at large shall be borne by the treasury of the Fraternity. Upon filing with the Grand Secretary and Treasurer an itemized statement, together with a signed certificate, that the claim thus accompanied is a bona fide one within the meaning of this section, the Grand Officer here named shall reimburse the said officer or committeeman to the extent of the voucher.

ARTICLE VIII

OFFICERS OF THE CHAPTERS AND THEIR DUTIES

76. SEC. 1. *List of Officers.*—The Officers of the Chapter shall consist of: the Regent, the Vice Regent, the Secretary (also an Assistant if necessary), the Treasurer (also an Assistant, if necessary), the Historian, the Chaplain, the Grand Council Deputy, and such other officers as the Ritual of Initiation may provide for.

77. These several officers shall be chosen from the Collegiate membership of each Chapter, with the exception of the Grand Council Deputy, who shall be chosen from the Graduate or Facultate membership (not necessarily of the same Chapter), and shall be elected annually, viz., before the 15th of February of each year, and they shall hold office until their successors are duly chosen and installed.

78. SEC. 2.—*Duties of the Regent.*—The Regent shall act as the presiding officer of the Chapter; enforce rigid adherence to the Constitution, laws and ritual of the Fraternity and Chapter; give the deciding vote whenever the Chapter may be equally divided upon any question before it; sign all orders for moneys to be expended; appoint committees (unless otherwise provided for); convene special meetings according to the provisions of the By-Laws of his Chapter; keep under lock and key the Rituals of the Chapter; and perform all such other acts as are required of him by virtue of his office, the Constitution of the Fraternity, the By-Laws of his Chapter, the vote of the Chapter, or common usage in parliamentary bodies.

79. SEC. 3. *Duties of the Vice Regent.*—The Vice Regent shall act in all respects as, and have the same powers as, the Regent in case of the latter's absence, sickness, death or other disability, or in case of neglect, properly to perform the duties of his office.

80. The fact of the existence of any disqualification, refusal or neglect to act on the part of the Regent, as well as the termination of any temporary disqualification, shall be ascertained by the Chapter in session, or

by the Judiciary Committee of the same out of session of the Chapter. The one or the other of these tribunals shall act in all particulars as its counterpart in the Grand Council in like case, filing certificates with the Secretary of the Chapter signed by the presiding officer of the Chapter upon the approval of three-fourths of the Collegiate members present; or by any two (2) of the Judiciary Committee, in case that body is the acting tribunal.

81. SEC. 4. *Duties of the Secretary.*—(The Secretary and Treasurer of the Chapter may be one and the same man, if the exigencies of the individual Chapter make it advisable and its By-Laws specifically provide, or may be two separate and distinct officers). The Secretary shall keep record of the name and address of each member of the Chapter, and forward same to the officers of the Grand Council whenever ordered to do so. He shall also report any suspended or expelled member, or members, or unaffiliated members, to the Grand Council or its proper officer immediately. He shall report to the Grand Regent and to the Grand Secretary when an election of officers occurs, stating the names of the officers who have been elected, giving names, residences, etc., immediately after election. He shall conduct all Chapter correspondence, unless this duty is specifically delegated to another; he shall be custodian of the charter, papers, documents, etc., of the Chapter, and surrender them into the keeping of his successor when duly elected and installed; and, finally, he shall perform all such other duties as this Constitution, the By-Laws and orders of the Chapter shall impose, and custom attaches to the office.

82. SEC. 5. *Duties of the Treasurer.*—The Treasurer shall keep a correct account between the Chapter and its individual members of all moneys received by and owing to the Chapter, and due to the Grand Council; pay all orders for money authorized by the Chapter and attested by the Regent; keep a correct account of all funds paid out by himself; and report the condition of the Chapter's finances at such stated intervals as the By-Laws of his Chapter may demand. He shall insist upon the payment of initiation fees promptly upon the candidate's initiation, and of all Chapter and Fraternity dues promptly when payable. He shall collect the monthly dues or "Per Capita Tax" as assessed by the Grand Council, and all other dues and assessments of the Grand Council as expeditiously as possible, and forward all such collections immediately to the Grand Secretary and Treasurer. He shall have his accounts prepared for settlement at the annual election of officers, and shall deliver to his successor, or to a

committee appointed to audit the same, all books and moneys in his possession belonging to the Chapter at the expiration of his term of office.

83. SEC. 6. *Duties of Assistant Secretary and Assistant Treasurer.*—Such assistant officers shall assist their chiefs in the discharge of the duties of the chiefs' offices.

84. SEC. 7. *Duties of the Historian.*—It shall be the duty of the Historian to collect and record all data, etc., which shall in his opinion, or that of the Chapter, prove of historic value to the Chapter and Fraternity. It shall be his duty to see that the Chapter is represented by letter (which letter shall record the activities, advances, etc., of the Chapter; a complete list of the session's initiates with class years and complete home addresses, etc.) in each Chapter Letter Number of the Kappa Psi Mask, and he shall be the Chapter's official representative to assist the Grand Secretary and Treasurer and the Grand Historian in maintaining and advancing the standards of the Fraternity's official publications. He shall also provide the Central Office (G. S. & T.) each Spring with a complete Summer mailing list of the Collegiate members, so that said members may be mailed the Summer issue of The Kappa Psi Mask, and also any other requested data for either the Central Office or the Grand Historian. He shall also see that each Collegiate member in good standing receives a copy of each current issue of The Kappa Psi Mask. All correspondence received by him shall be filed and preserved.

85. SEC. 8. *Duties of the Chaplain.*—The Chaplain shall be an elective officer of the Chapter, and it shall be his duty to, on such occasions as may be appropriate, conduct such services as are authorized and approved by the same. By reason of the peculiar delicacy of his office, he shall be accorded in the performance of his duties, all proper respect, which respect shall be insured him by the presiding officer.

86. SEC. 9. *Duties of the Grand Council Deputy.*—It shall be the duty of the Grand Council Deputy to act as the advisory and supervising official of the Chapter. He shall, through visitations at least once every two (2) months, see that the Chapter is carrying out the provisions of the Constitution and By-Laws, is properly conducting the work of the Ritual, that officers and committees are functioning properly, that Chapter books, records, etc., are being properly kept, that Chapter House affairs are being properly conducted, and that the Chapter is making every effort to insure its successful continuation (through the initiation of men

of proper qualifications, etc.) and working. He shall also act as an official Representative or Deputy of the Grand Regent and the Grand Council, conducting such investigations and making such reports concerning the Chapter as may be requested by this Grand Officer or the Council. In short, he shall act for the Grand Regent whenever this Grand Officer finds it impossible to himself visit the Chapter, or have some other Grand Officer conduct such visitation.

87. SEC. 10. *Duties of Any Further Officers of the Chapter.*—Furthermore, there shall be such other elective officers of the Chapter as the Ritual of Initiation shall provide; all of whom shall be elected at the same time and in the same manner as the foregoing officers.

88. It shall be the duty of these latter officers to render at all times whatever assistance and service they can to the presiding officer, whensoever the occasion may arise.

ARTICLE IX

FORM FOR THE INSTALLATION OF CHAPTER OFFICERS

89. SEC. 1. *Date of Installation.*—The installation of the officers of the Chapter shall occur upon the next regular meeting of the Chapter after their recent election.

90. SEC. 2. *Address of the Retiring Regent.**—Upon the occasion of the installation, the retiring Regent shall call the Chapter to order, and at this point he may take occasion to address such remarks as may seem to him appropriate upon his retirement.

91. SEC. 3. *Positions Assumed by the Members During the Further Ceremonies.*—The Regent shall then direct the Secretary to call the names of the officers-elect, directing that those thus named appear before him. The several officers-elect will appear before the Regent in their turn, arranging themselves from right to left in the order of their superiority; the remaining Brothers present rising from their seats when the name of the Regent-elect is called.

92. When all of the officers-elect have been thus aligned, the lay brothers of the Order shall arrange themselves in line immediately behind the line of officers-elect, and remain standing thus throughout the further ceremonies.

93. SEC. 4. *Charge to the Regent-elect.*—The retiring Regent shall then address the Regent-elect, saying:

"My Brother, this is a moment when thoughts of con-

*When a new Chapter is installed the Installing Officer takes the role of the Retiring Regent.

gratulation should be well tempered with the weight of responsibility. Upon you has fallen the choice of this Chapter to succeed to the high office of Regent. Well may you be proud, indeed, of such honor. Be assured, however, that you will find it an office of responsibility as well as of honor. Remember that you will have it largely in your power to mold the policies, and, through these, the fortunes of your Chapter. Be ever mindful of the fact that the eyes of your Brothers are constantly upon you, and, perhaps unconsciously, the ardor of their enthusiasm for the weal of our Chapter and Fraternity will glow or fade with your zeal. It behooves you, therefore, to be firm, to be just, and wise, and sober-minded; and may the prosperity of Kappa Psi be wonderful during your regency."

94. SEC. 5. *Charge to the Remaining Officers.*—Turning then to the other officers-elect, the retiring Regent shall add:

"My Brothers, it is the will of this Chapter that each of you shall be made office-bearers in our beloved Fraternity. In other words, to each of you a trust has been committed; see to it that you prove yourselves trustworthy. With each of you is placed the discharge of some definite service; see to it that you serve with an eye single to the welfare of Kappa Psi. All organized efforts may be likened to a machine, with more or less complicated parts; each of you is a part of the machinery of your Chapter; each of you has his definite duty; each duty is essential to the successful work of the whole; no one can satisfactorily perform a vicarious duty. It will, therefore, depend upon you, each individual officer, whether or not the wheels of our Order shall mutually adapt themselves to the smooth and harmonious working out of a common end. Let your motto ever be "Eis pasi pai pantis ini."

95. SEC. 6. *Oath of Office.*—To each separate officer-elect the retiring Regent shall then administer the oath of office, as follows:

"Do you, my Brother, on your solemn oath most solemnly and sincerely promise and swear to discharge faithfully and cheerfully the duties of the office to which you have been elected, to-wit,.....? Laying aside all selfish and improper motives and promptings, do you swear, with whole purpose, to do all in your power to fulfill all of the obligations of your office as they have been defined by the authorities of our Order, and as your own conscience dictates? And do you solemnly swear to uphold the principles and dignity of our Order by all means of which you have control; and do you promise to strive by all reasonable ef-

forts to advance the interests of the Order; and, further, do you promise on your solemn oath to sustain the honorable traditions and reputation of the Kappa Psi Fraternity by the wise administration of the duties of your office?"

Answer: "I do so swear, on my honor."

96. SEC. 7. *Oath of Allegiance of the Lay Brothers.*—Upon the taking of the oaths above prescribed, the retiring Regent, addressing the lay Brothers of the Chapter, shall say:

"My Brothers, you have heard the oath given and taken, as we believe, out of honest hearts. Do you, therefore, on your part, promise to sustain and uphold these, your elect officers, cheerfully, freely and fully, in all lawful endeavors on their part to advance the interests and the welfare of the Order; rendering unto them such respect and assistance as you may be able whensoever you have opportunity or may be called upon so to do?"

Answer: "We do so promise."

Regent: "Shall I then install each in his proper office?"

Answer (in unison): "Aye, aye."

Regent (to the officers): "My Brothers, I do now install you into your respective offices, I and my associate officers vacating the same in your favor. Remembe to rule wisely."

97. SEC. 8. *Assumption of the Stations and Duties of the Officers.*—Upon the completion of the above ceremonies, the officers shall assume the places and duties of their respective offices, the lay brothers retiring to their seats. At this point the newly-installed Regent may take occasion to address the Chapter upon opportune topics.

ARTICLE X

COMMITTEES OF THE GRAND COUNCIL

98. SEC. 1. *Names of the Committees.*—The standing committees of the Grand Council shall be *six* (6), to-wit: the Executive Committee, the Legislative, the Nominations, the Extension, the Ritual, and the Interfraternity Committees.

99. SEC. 2. *Personnel and Appointment of the Executive Committee.*—The Executive Committee shall be composed of five (5) members, viz.: One (1) Graduate member in good standing, of a Graduate Chapter; the Grand Regent; two (2) members in good standing of Collegiate Chapters; the remaining one (1) member to be chosen from the Grand Officers, who shall be

chairman. This committee shall be appointed by the Grand Regent quadrennially, to hold office until the personnel of the succeeding committee shall have been appointed.

100. SEC. 3. *Duties of the Executive Committee.*—The duties of the Executive Committee shall be those of an advisory capacity when the Grand Council is in adjournment; it being consulted by the officers of the Council and of the Chapters on matters of moment arising during adjournment of the Grand Council. Furthermore, between the meetings of the Council, it may assume such prerogatives as the Grand Council has, and may act in its stead, thus becoming virtually the legislative, judicial and executive body of the Fraternity, for the time being.

101. (Note 6: Such prerogatives are granted to a limited Committee simply for reasons of expediency and convenience—that the work of the Order may not be clogged by delay.)

102. SEC. 4. *Acts of the Executive Committee Subject to Reversal.*—The Executive Committee shall be responsible to the Grand Council in all of its actions and rulings, and, hence, any action taken by the said Committee may be reversed at a subsequent meeting of the Council.

103. SEC. 5. *Personnel and Appointment of the Legislative Committee.*—The Legislative Committee shall be composed of three (3) members, one (1) of whom may be appointed from the Collegiate members of the Fraternity, one (1) member being appointed from the Graduate membership of the Fraternity at large, and one (1) chosen from the Grand Officers; the appointment resting with the Grand Regent; and the Committee is to hold office until the personnel of the succeeding Committee shall have been appointed.

104. SEC. 6. *Duties of the Legislative Committee.*—(a) The Legislative Committee, in addition to the duties as hereinafter detailed (to-wit, Sec. 6b, of this Article), shall have jurisdiction over the formation and establishment of Collegiate and Graduate Chapters. The Grand Regent, or the Grand Secretary and Treasurer, shall refer to it all applications for charters.

105. Should the application be for the establishment of a Collegiate Chapter, notice shall be given through the Committee to all the Grand Officers of the filing of this application. The Committee will order them to pass upon the question of granting the said application, and to report back to said Committee the result of their voting. Should three-fourths (¾) of the Grand Officers and the Legislative Committee concur, the Committee shall then order the Grand Regent to grant the

application, and that he appoint the Grand Officer or member of the Executive Committee (or other Grand Council Representative) situated most conveniently to the home of the proposed Chapter to proceed to that point and establish the said Chapter.

106. All Grand Officers, the Satraps of Provinces, and Chapters shall be instructed to send a message of greeting and welcome to newly-installed Chapters; said messages to be received, if possible, the date of installation, if not before.

107. The duty of inauguration shall devolve upon the Chairman or other member of this (Legislative) Committee, in the event of the feasibility or convenience of this appointment.

108. When this Committee shall have received an application for a charter for a Graduate Chapter, it shall communicate with that Collegiate or those Collegiate Chapters stationed nearest the proposed Graduate Chapter; provided three-fourths (¾) of this Committee and of the Grand Officers approve of granting the charter; and if the Chapter or Chapters designated approve, the Committee shall recommend the granting of the said charter.

109. (b) As further duties of the Legislative Committee, it shall direct its particular attention to the common and general ordinances and laws of the Fraternity with the view of recommending for amendment such features as may require it. All proposed amendments to this Constitution shall be filed in writing with this Committee at least two (2) months before the meeting of the Grand Council, which amendments will be submitted to the Grand Council, with the report of the Committee, at its next quadrennial meeting.

110. (c) Further, the Legislative Committee shall examine the By-Laws of all Chapters, and all subsequent amendments and alterations made thereto, and approve the same; provided they do not unnecessarily repeat nor conflict with this Constitution. No By-Laws now in existence or to be made in the future shall be deemed effective until approved by the Legislative Committee.

111. SEC. 7. *Personnel and Duties of the Nominations Committee.*—See Art. VII, Sec. 2.

112. SEC. 8. *Personnel and Duties of the Extension Committee.*—The Grand Regent is empowered to form a Committee to be known as the Extension Committee, whose duties shall be to interest the Graduate members in the publications of the Fraternity and to assist in the establishment of prospective Chapters, and to

perform any other duties that will tend to advance and perpetuate the interests of the Fraternity; the Grand Regent may appoint one (1) Graduate man in each state to act on this Committee, the title of which office shall be State Chairman of Extension Committee, and said Chairman shall have the privilege of appointing as many Graduate members in his State as is deemed necessary to act with him on said Committee.

113. SEC. 9. *Personnel and Duties of the Ritual Committee.*—The Grand Ritualist is empowered to form a Committee to be known as the Ritual Committee, whose duties shall be the revision of the Ritual when same is requested by the Grand Council. Such revisions must be submitted to the Grand Council for approval and acceptance before being published.

114. SEC. 10. *Personnel and Duties of the Interfraternity Committee.*—The Grand Regent is empowered to form a Committee to be known as the Interfraternity Committee, whose duties shall be to promote a friendly and co-operative spirit between the Kappa Psi Pharmaceutical Fraternity and other fraternities, to act with other similar committees or bodies from other fraternities in movements to advance the interests of Greek Letter Societies, to act as agent, intermediary, or ambassador between the Kappa Psi Pharmaceutical Fraternity and other fraternities, and to perform any other similar functions that may be requested of them by the Grand Regent and the Grand Council.

114 B. SEC. 11. *Scholarship Committee.*—The Grand Regent is empowered to appoint a committee of this name, whose duties it shall be to promote excellent scholarship and research by the members of Kappa Psi; and, if feasible, provide funds and rewards for same.

115. SEC. 12. *Grand Regent an Ex-Officio Member.*—The Grand Regent shall be an ex-officio member of the standing committees of the Grand Council.

ARTICLE XI

THE COMMITTEES OF THE CHAPTERS

116. SEC. 1. *Names.*—The standing committees of the Chapters shall be nine (9), viz.: The Judiciary Committee, the Interfraternity Committee, the Committee on Elections, the Finance Committee, the Auditing Committee, the Chapter House Committee, the Chapter Meeting Program Committee, the Entertainment Committee and the Scholarship Committee. These committees shall consist of three (3) members each, excepting in the case of the Committee on Elections and the Chapter House Committee, which may consist of

more if desired, and shall be elective or appointive, at the discretion of each Chapter. Graduate or Facultate members may, if desired, constitute parts of these committees.

117. SEC. 2. *Duties of the Judiciary Committee.*—The Judiciary Committee shall have supervision of all the workings of the Chapter. To it shall be referred, or it may without citation take cognizance of, any nonfeasance, malfeasance or misfeasance in office; any persistent violation of the laws of the Fraternity or Chapter; or departure from its unwritten code of honor and ethics; in a word, it shall be the monitor of the Chapter.

118. Further, it shall be the duty of the Judiciary Committee to receive in writing formal charges against any member or members of the Chapter; to investigate and adjudge the said charges; and to return them to the Chapter indorsed as being true or the reverse, as in its opinion may seem warranted by the facts submitted to it. In case of appeal from the action of the Chapter, the Chairman, or other member of this Committee, shall represent the Chapter before the appellate body.

119. SEC. 3. *Duties of the Interfraternity Committee.*—The Interfraternity Committee shall exist in those Chapters where other fraternities exist in the same college; and it shall be the duty of this Committee to act as an agent, intermediary, or ambassador between the Kappa Psi Fraternity Chapter and Chapters of such other fraternities; on all matters affecting the said Chapters and societies mutually.

120. SEC. 4. *Duties of the Committee on Elections.* The Committee on Elections shall take under its consideration the name of any proposed candidate for membership in its Chapter; to ascertain all information discoverable bearing upon the fitness of the said candidate for membership in this Fraternity; and to submit all such findings, together with its recommendations, to the Chapter; that the latter may have all the light possible when it passes its vote upon the nominee.

121. (Note 7: Exceptional proceedings as provided for in Art IV, Sec. 7, supra.)

122. SEC. 5. *Duties of the Finance Committee.*—This Committee shall examine and report on all bills against the Chapter before payment thereof, unless the Chapter shall direct otherwise, determined by a two-thirds (2-3) vote of the members present.

123. SEC. 6. *Duties of the Auditing Committee.*—(A) The Committee shall examine and audit the books of the Secretary, Treasurer, Trustees, House Treasurer, and any other officers handling or holding Chapter

funds, at the close of each semi-annual term, and at such other times as they may deem it expedient or the Chapter or Regent may direct, and make a written report at the next stated meeting of the Chapter.

Such reports shall state all receipts and disbursements of the several funds of the Chapter, since the last previous report, and balances in the hands of the various officers to the credit of each fund; and shall also include a statement of all assets and liabilities of the Chapter.

124. (B) The Committee shall have power to require the production of all books, papers, vouchers and documents relating to the accounts they examine, which may be necessary to determine their correctness or the actual cash at any time in the hands of the officers.

125. (Note 8: The Auditing Committee, acting for the Chapter as agent of the member, shall make a most thorough and rigid examination of the accounts for the entire term, even if they have most implicit confidence in the officers.)

126. SEC. 7. *Duties of the Chapter House Committee.*—This Committee shall have entire charge of the conduct of the Chapter House, the formulation and enforcement of Chapter House Rules, etc., and shall have charge, in the event of the establishment of a Fund for Building or Purchasing a Chapter House, of the methods and plans for collecting and keeping such funds, unless the Chapter makes other provisions for the same by a two-thirds (2-3) vote of the entire Collegiate membership. It is strongly advised that a part of this Committee be composed of Graduate or Facultate members, particularly in the cases of Chapters that have not yet purchased or built houses should the Treasurer of the Committee at least be such a Graduate or Facultate man. The reason for this advice is that in such cases this office requires more or less continuous service, in order to be efficient and effective, through a series of years.

127. SEC. 8. *Duties of the Chapter Meeting Program Committee.*—It shall be the duty of this Committee to arrange for the scientific or semi-scientific portions of the programs of Chapter meetings by getting Graduate, Facultate and Collegiate members, or even desirable non-members of the Fraternity, to present papers, discussions, or talks on scientific or other appropriate topics before the Chapter. It is advised that a complete program of such papers, etc., for the entire session be prepared at the very beginning of each session. This Committee should further submit such papers, etc., to the Editor for publication in The Kappa Psi Mask.

128. SEC. 9. *Duties of the Entertainment Committee.*—This Committee shall arrange for the social functions and entertainments of the Chapter, following decisions of the Chapter concerning the nature of such entertainments, the expenses involved, etc. Written reports of expenses incurred shall be submitted to the Chapter immediately following all such entertainments.

128 B. SEC. 10. *Duties of Scholarship Committee.* It shall be the duty of this Committee to function like and in harmony with the Grand Council Committee of like name. (See Art. X, Sec. 114 B.)

ARTILE XII

ESTABLISHMENT OF COLLEGIATE CHAPTERS

129. SEC. 1. (a) Where Properly Established.—Collegiate Chapters of this Fraternity shall be established only at recognized colleges and schools of pharmacy (see Paragraph 130), and the said institution must be authorized to confer degrees and to award diplomas to graduates thereof.

130. Chapters of this Fraternity shall be granted to or installed only in Colleges and Schools of Pharmacy whose requirements meet the standards set by the American Association of Colleges of Pharmacy.

131 Charters may be granted to such universities, schools or colleges giving a four years' course, providing said universities or colleges plan to meet the requirements as stated in this Constitution by January 1, 1939.

132. (b) In universities where the School of Pharmacy is divided and the two divisions located in different cities, separate charters may be granted to each division (i. e., separate chapters in both cities), or one charter may include the authority to initiate and include students from both divisions, provided that the parts of the courses given conform to the standards recognized by this Fraternity.

133. SEC. 2. *Applications, to Whom Made.*—Application for a charter for the creation of a Chapter shall be made in writing to the Grand Regent, to the Grand Secretary and Treasurer, or to the Chairman of the Legislative Committee; and shall be signed by five (5), or more, regular matriculates of the college at which it is desired to establish the Chapter.

134. SEC. 3. *Charter Fee Payable Before Granting Charter.*—No charter shall be issued to any Chapter until the Charter Fee of twenty-five ($25) dollars shall

have been paid in full to the Grand Secretary and Treasurer. The new Chapter shall also pay the total expenses of the Installing Officer or Officers who actually install the Chapter.

135. SEC. 4. *Acquiescence of Committee and Grand Officers.*—Collegiate Chapters shall be instituted only after the application has been favorably acted upon as prescribed in Art. X, Sec. 6.

136. SEC. 5. *Separate Charters to Divided Schools of Pharmacy.*—In universities in which the School of Pharmacy is divided, this Fraternity may, upon due application, grant separate charters to both of the divisions of the School of Pharmacy. (See Sec. 1 (b).

137. SEC. 6. *Officers to Establish the Chapter.*—See Art. X, Sec. 6.

138. SEC. 7. *Names of the Chapters.*—The Chapters shall be named after the letters of the Greek alphabet in the order of their establishment. Should any Chapter be discontinued and its charter returned to the Grand Council, its Graduate members shall retain their Chapter name.

139. When the number of Collegiate Chapters shall have exhausted the letters of the Greek alphabet, further Chapters shall place the letter "Beta" before the Chapter letter, proceeding down the alphabet again from the letter "Beta" (ex., "Beta-Beta," "Beta-Gamma," etc.).

ARTICLE XIII

ESTABLISHMENT OF GRADUATE CHAPTERS

140. SEC. 1. *Where Properly Established.*—Graduate Chapters of this Fraternity may be established in any city or limited section (as a county) of the United States of America and of Canada; also in other countries.

141. SEC. 2. *Application, to Whom Made.*—Application shall be made in writing to the Grand Regent, the Grand Secretary and Treasurer, or to the Chairman of the Legislative Committee, and it shall be signed by five (5), or more, Graduate, unaffiliated or Facultate members of Kappa Psi residing in the said city or section.

142. SEC. 3. *Charter Fee, When Payable.*—No charter shall be issued to any Graduate Chapter until the Charter Fee of twenty-five ($25) dollars shall have been paid in full to the Grand Secretary and Treasurer.

143. SEC. 4. *Necessary Acquiescence for Establishment of a Graduate Chapter.*—See Art. X, Sec. 6.

143 B. SEC. 5. *Officers of Graduate Chapter.*—The officers of a Graduate Chapter shall be the same as those of a Collegiate Chapter, and shall function similarly. (See Art. VIII.)

144. SEC. 6. *Membership.*—Graduate Chapters may include in their membership graduate members from any or all of the Collegiate Chapters; and may initiate any Graduates of recognized and accepted pharmaceutical schools, as defined in this Constitution; provided said individuals are not members of another pharmaceutical fraternity and meet the requirements for membership, and have not been rejected by any Chapter of Kappa Psi. Such Graduate initiates shall pay an initiation fee set by the Chapter, and shall enjoy all rights and privileges of Graduate membership. The regular two (2) dollar Grand Council Membership Fee and the ten dollar subscription to THE MASK must be sent to the Central Office for each such initiate, for which a Membership Certificate is issued at once and the initiate's name placed on THE MASK mailing list.

ARTICLE XIV

SUSPENSION AND EXPULSION OF MEMBERS

145. SEC. 1. *Misdemeanors, to Which Applied.*—A member may be suspended, or expelled, from the Kappa Psi Fraternity for conduct incompatible with or unbecoming a gentleman, to-wit: Being drunk in the Chapter Hall, or House; using obscene language, or blasphemous language, in like places; being seen upon the streets, or in any public place with women of questionable character, or with any lewd character, or disreputable person, of either sex; for revealing the secrets of the Order, or holding communication with any one not a member of the Order regarding the private affairs of the Fraternity; for being continually in arrears to the Chapter in the matter of dues, fees, assessments, etc., and for any other act, or for any other misbehavior, or neglect of obligations, committed against the good name and dignity of the Order, and which is calculated to bring the Fraternity, as well as himself, into disrepute.

146. (Note 9: The preceding section (Art. XIV, Sec. 1) shall apply to any person having been elected to membership, but not yet having taken the obligation; and that, at any time between a candidate's election and the time for initiation, any member in good standing may object to such person being initiated, provided the objection is based upon Constitutional grounds.

In case objection should be made to the initiation of a candidate having been regularly elected to membership, the charges upon which the objection is based shall be submitted in writing to the Judiciary Committee. The Committee shall then make an investigation of the charges preferred and if, after investigation, the objection is sustained, the Regent shall

declare the election null and void; if, however, the objection is not sustained by the Judiciary Committee, the initiation shall be allowed to proceed.)

147. SEC. 2. *Chapter Has Disciplinary Authority Over All Its Members.*—Each Chapter shall have the right to impeach and to punish (including fines), not only its Collegiate membership, but also its Facultate and Graduate membership; and, furthermore, any member at one time affiliated with the Chapter but at the time of his misdemeanor is an unaffiliated member of the Fraternity.

148. SEC. 3. *Formal Preferment of Charges Before the Judiciary Committee.*—To suspend or expel a member from the Order, it shall be necessary for a member, or members, or for the Chapter as a whole, to lay written charges against the said member before the Judiciary Committee of the Chapter.

The said Committee may also exercise the authority hereby granted upon their own knowledge, and without citation or notice.

The Committee shall weigh the charge, or charges, thus preferred, and if, in its judgment, such are possibly sustained by the facts in the case, it shall indorse the written charge, or charges, as being true, and return them to the Chapter.

149. (Note 10: The Judiciary Committee shall be in no sense a trial court. Its function is merely that of an investigating body, and, therefore, it is not necessary to require the presence before it of the accused.)

150. SEC. 4. *Notification of the Accused as to the Preferment of Charges and Their Indorsement by the Committee.*—The Regent will, then, appoint and specify a date upon which the accused may have a hearing, and shall order the accused to appear before the Chapter upon that date. He shall direct the Secretary to furnish the member thus cited with a copy of the charges to which he must answer. Should the accused not obey the mandate of the Regent, proceedings may be continued, or postponed, at the discretion of the Regent.

151. SEC. 5. *Privilege of Resignation.*—No member is privileged to resign his membership. See Art. VI, Sec. 3.

152. SEC. 6. *The Regent to Act as Judge in the Trial.*—At the hearing of an accused member, the Regent shall act in the capacity of Judge; and, as such, he shall pass upon all points of law raised, and shall conduct the proceedings as much as applicable in accord with the customary practice of the courts of law.

In case the Regent is involved in the proceedings as party-defendant, the Vice Regent shall act in his stead.

153. SEC. 7. *The Clerk.*—The Secretary shall act in the capacity of Clerk of the Court.

154. SEC. 8. *The Chapter's Representatives.*—The Regent shall appoint as prosecutors any two members of the Chapter.

155. SEC. 9. *The Accused Member's Representatives.*—The accused member shall have the privilege of appointing any two members of the Fraternity as his counsel.

156. SEC. 10. *Testimony.*—Testimony shall be required and taken upon each separate specification, or count, of the indictment, and each witness, if there are any, shall sign a written copy of his testimony.

157. SEC. 11. *Majority Required to Sustain the Charges and Indictment.*—A two-thirds (2-3) vote of all members at the meeting and entitled to vote shall expel a member for all time, or suspend him for any stipulated time; all the members of the Chapter, including the officers and the counsel, being entitled to vote; the degree of punishment being fixed on motion of some member not an officer of the court, nor of the counsel, and being decided on by secret ballot.

158. SEC. 12. *Recourse in the Event of Motion to Expel Being Lost.*—Should the motion originally stand for expulsion and fail to obtain the required two-thirds (2-3) vote, it is in order to move to suspend the member for some definite and limited period of time. Should this latter motion also fail to obtain a two-thirds (2/3) majority, then the Court shall declare the accused acquitted of the charge.

159. SEC. 13. *Number of Votes Required to Dismiss the Charge and Indictment.*—Should the motion originally stand for acquittal, it shall require the vote of only one-third (1-3) of the members in attendance to prevail.

160. SEC. 14. *Stay of Execution of Sentence for Purposes of Entering Appeal.*—In the event that a suspended or expelled member appeals from the findings of the Chapter, he may demand a stay of execution of the sentence for thirty days, or until he can appeal to higher tribunals for a rehearing of his case.

161. SEC. 15. *The Effect of an Appeal.*—When a suspended or expelled member appeals from the action of his Chapter, he, by such action, renders the Chapter party-defendant in the cause, and, therefore, he shall be liable for all expense entailed both by himself and by the defendant Chapter, should the appellate body sustain the action of the Chapter.

162. SEC. 16. *Procedure in Case of Appeal.*—Should the member in question desire to appeal from the decision of his Chapter the Secretary of the said Chapter, in his capacity as Clerk of the Trial Court, shall notify the Chairman of the Executive Committee of the Grand Council of the action of his Chapter in the case at hand; shall furnish the said reviewing tribunal with an attested copy of the charges; with signed copies of the testimony in the case; and with written briefs arguing the respective sides of the cause.

163. SEC. 17. *Alternative Results in Case of a Reversing and a Sustaining Opinion.*—The Executive Committee as a Court of Appeal shall, after due consideration, render its opinion. If its opinion reverses that of the Chapter, the accused stands acquitted. Should it, however, sustain the Chapter, it must do so by the votes of three (3) of its membership.

164. SEC. 18. *Procedure in Case of Final Appeal to the Grand Council.*—The accused, as last resort, still has the right of appeal to the Grand Council in session assembled. The defendants before this body shall be a representative from the Chapter, either by personal representation, or representation by brief. The opinion of the Grand Council, whatever its tenor, shall be final.

165. SEC. 19. *Publication of the Facts of Suspension or Expulsion.*—Should the accused be convicted and decline an appeal, or should the opinion of the Executive Committee be adverse to the appellant, the Secretary of the Chapter, or the Chairman of the Committee, as the case may be, shall immediately notify the Grand Regent of the fact, and this officer shall order the Grand Secretary and Treasurer to notify in turn the presiding Regents of all the Chapters of the fact of suspension or expulsion of the said member. At the same time the Grand Regent will order all Chapters of the Fraternity closed against the said member, either temporarily or permanently, as the case may be.

166. SEC. 20. *Expulsion of Members of Inactive Chapters.*—The Grand Council shall have the right and power to expel all or any member of inactive Chapters as they may see fit.

ARTICLE XV

CHAPTER BY-LAWS

167. SEC. 1. *Authority Granted to the Chapters to Draft Same.*—Each Chapter must adopt the Model Set of By-Laws in the back of the Constitution, making such changes and additions as may be demanded by local conditions; these rules, regulations, etc., shall

properly and justly rule and govern the Chapter; provided, only, all such rules, etc., shall conform in word and spirit with the charter issued to it by the Grand Council and with the present Constitution, as attested by the approval of the Legislative Committee. Such rules, etc., *must* include the prohibition of alcoholic beverages at all Chapter functions and in Chapter Houses, rooms, etc.; and require all regular Chapter meetings to be opened and closed according to the Ritual.

(Note 10: See Model Set of By-Laws, p. 46, etc.)

168. SEC. 2. *Changes in By-Laws.*—All changes and amendments to the Model Set of By-Laws must be submitted for approval to the Grand Chapter and Legislative Committee.

ARTICLE XVI

RITUAL OF INITIATION

169. SEC. 1. *Secret Ritual Promulgated by the Grand Council.*—The Grand Council shall issue a Ritual of Initiation for the use of all Chapters; which Ritual shall be held in sacred trust by each Chapter and Brother to whom it is committed as being the fundamental and innermost secret of our Order.

ARTICLE XVII

CHAPTER RECORD BOOKS, FORMS, ETC.

170. SEC. 1. The Grand Council shall issue and sell, at cost, suitable books, forms, etc., for keeping Chapter records, etc., which books, forms, etc., shall be purchased at cost by the Chapters from the Central Office.

ARTICLE XVIII

RITUAL OF CHAPTER SERVICES, MEMORIAL DAY, AND GRAND AGORA EXERCISES

171. SEC. 1. Each Chapter may prepare a form of service to be placed in the keeping of the Chaplain, to be used by him upon such occasions as seem to him best.

172. SEC. 2. *Memorial Day and Grand Agora Exercises.*—The last meeting in December of each year is dedicated as a day on which shall be commemorated by every Chapter of Kappa Psi the memories of all departed Brothers, and shall be known as "Kappa Psi Memorial Day." It shall be incumbent upon every Chapter to hold the Grand Agora Exercises of the Ritual upon that day and upon no other day. Further, each member shall wear a piece of black crepe as directed in the Ritual.

ARTICLE XIX

ASSESSMENT FOR THE SUPPORT OF THE GRAND COUNCIL

173. SEC. 1. *Amount of Assessment ("Per Capita Tax") and Expenses to Which It shall Be Applied.*—Each Collegiate member of the Fraternity is required to pay an assessment, annual national dues, or "Per Capita Tax," of $4.00 per Collegiate session (*eight* (8) *months*), for the support of the Grand Council and for financing its publications. From the fund thus created the expenses of the members of the Grand Officers in attendance upon meetings, of the Grand Officers, and of the Grand Committees incurred in the service of the Fraternity shall be met; and also from it shall the expenses incident to the publiction of "The Mask of Kappa Psi" and "The Agora," etc., be met. See Art. III, Sec. 7A, Art. XXIII, Sec. 1, etc. (See also Art. V, Secs. 1, 2, 3, 4, and Art. XIV, Secs. 2, 3, 4.)

174. SEC. 2. *How and When Collected.*—Any Chapter so electing may pay its total assessments to the Grand Council for the session upon any date prior to November 1st of that year. Any member initiated to collegiate membership subsequent to the payment of the Grand Council assessment by the said Chapter shall pay into the treasury of the Grand Council his assessment at the rate of 50 cents per month from the time of his initiation.

175. The assessment shall be collected by the Treasurer of each Chapter, as a part of the regular Chapter dues, upon the first of each month of the college term, and forwarded immediately to the Grand Secretary and Treasurer. Should there be any delay in the collection and transmission of this monthly assessment, the Grand Secretary and Treasurer shall issue a peremptory order upon the Treasurer of the defaulting Chapter to make payable to the Grand Secretary and Treasurer an amount sufficient to satisfy in full the indebtedness of the Chapter; such an amount being derived from any funds then in the Treasurer's keeping. Should a Chapter continue to be dilatory in the matter of payment of Fraternity assessments the Executive Committee shall order the said Chapter to show cause why its charter should not be revoked, failure in which cause rendering it liable to the forfeiture of its charter. This "Per Capita Tax" is paid by all *collegiate* members for the months of October, November, December, January, February, March, April and May of each session at the rate of 50c per month.

176. SEC. 3. *Extra Assessments of Grand Council to Meet Emergencies.*—If by reason of extraordinary

yet unauthorized, drafts upon the funds in the Grand Treasurer, there should arise a temporary deficit therein, the Grand Treasurer, with the approval of the Grand Regent, may order at any time an extra assessment sufficient to cover the said deficit and to meet the actual financial emergency. Extra assessments shall be levied upon the Chapters *pro rata* with the Collegiate membership of each; and such an extra assessment shall be collected with the same promptness and forwarded to the Grand Secretary and Treasurer, as are the regular monthly assessments above provided for; and, furthermore, the Chapters shall be subject to the same retributive proceedings in case of delay or delinquency in the matter of payment of extra assessments.

177. SEC. 4. *Chapters Required to Provide for the Collection of All Assessments, Etc.*—Each Chapter is hereby ordered to make efficient provisions in its By-Laws for the prompt collection from its members of Chapter and Fraternity dues, assessments, etc., regular and extra.

178. SEC. 5. *The Individual Member Liable to the Chapter for the Prompt Payment of Assessments.*—The Treasurer shall notify the members of the Chapter when any assessment is due, and shall expect a prompt settlement of the claim. In case of failure of any member to make prompt payments of any and all dues, the Treasurer shall make report to the Chapter, which, in extremity, may suspend or expel the delinquent member for the non-payment of dues.

179. SEC. 6. *Permanent Shortage of Funds in the Grand Treasury.*—Should it become apparent at any time to the Grand Treasurer, in consultation with the Grand Regent, that the funds regularly accruing to the Fraternity from all authorized sources are permanently insufficient to cover the actual and necessary expenditures of the Society, though administered in a legal and economical manner, then the Grand Treasurer and the Grand Regent shall consult with the Executive Committee to determine in what manner the finances of the Order may be best administered to meet the existent shortage until legislative enactment can be made to remedy permanently the shortage in the treasury. The provisions resulting from this consultation shall be authoritative until superseded by remedial measures of the Grand Council in session assembled.

ARTICLE XX

THE INSIGNIA AND COAT-OF-ARMS OF THE KAPPA PSI FRATERNITY

180. SEC. 1. *Where Deposited and How to Be Used.*

—The plates of the Insignia and Coat-of-Arms of this Fraternity shall be deposited with a company selected by the Grand Council. Imprints shall be made from these plates only upon the order of the Grand Council, or its proper representatives.

181. SEC. 2. *Insignia and Coat-of-Arms Plaques.*—Plaques of hardwood mounted with the Insignia and with the Coat-of-Arms of the Kappa Psi Fraternity in bronze, of such size and shape designated by the Grand Council, shall be manufactured by a company selected by the Grand Council. Each Chapter must possess the Plaque mounted with the Insignia for use in the Ritual of Initiation.

ARTICLE XXI

THE COLORS AND FLOWERS OF THE KAPPA PSI FRATERNITY

182. SEC. 1. The Colors of this Fraternity shall be Scarlet and Cadet Gray.

183. SEC. 2. The Flower of this Fraternity shall be the red carnation.

ARTICLE XXII

THE BADGE (PIN), PLEDGE AND RECOGNITION BUTTONS, GRAND COUNCIL KEY, AND FLAG OF THE KAPPA PSI FRATERNITY

184. SEC. 1. *Description of and Location for Wearing the Badge or Pin.*—The authorized Badge (Pin) of the Kappa Psi Fraternity shall be the shape of a rhombus, having a black enameled center of like shape, though of smaller size; the remaining portion of its surface being occupied by unenameled gold. Upon the black enameled surface shall be a mask, through which the eyes and nose appear, the whole figure (of mask, eyes and nose) being made of gold and raised above the black enamel center. Above the figure shall be the Greek letter "Kappa," below shall be the Greek letter "Psi," both of these letters being also in gold inlaid in the black enameled surface. In the eye-sockets and along the gold border surrounding the black enameled surface such jewels may be set as seem appropriate.

The Badge (Pin) shall be worn on the vest or shirt, one inch medial (toward the center) and on the plane with the left nipple; it shall not be worn on the coat, tie, or in any other location. The Badges (Pins) *must* be ordered from the official jeweler.

185. SEC. 2. *Identification Marks on the Reverse Side of the Badge.*—The owner's initials, and the Chapter letter should be engraved upon the reverse side of his badge.

186. (a) SEC. 3. *Lending of Badges (Pins).*—This Fraternity positively forbids the loan of the Fraternity Badge to any man not a member of this Order; and furthermore, it strongly discountenances and vigorously protests against the promiscuous lending of Badges to any one.

187. SEC. 4. *The Badges (Pins) to be Surrendered to the Chapter in Case of Expulsion.*—Should a member be expelled from the Fraternity his Badge must be recovered by his former Chapter upon making proper payment for same, since it belongs to the individual only so long as he remains a member of the Order.

188. SEC. 5. *Use of the Badge in Case of Financial Distress.*—Should any member in good and regular standing in the Fraternity be temporarily in financial distress, he may tender his Badge to the Regent of his Chapter, which act shall be construed to indicate that the member so doing is in need of assistance to the extent that the Chapter may be able to lend him, but not in excess of the value of the Badge; his Badge being returnable when its mission shall have been discharged.

189. SEC. 6. *Pledge Button.*—The authorized Pledge Button shall be circular in shape, enameled black, with an inlaid gold mask across the middle portion of the black field. It shall have a diameter of one-half (½) inch and must be procured from the official jeweler.

190. SEC. 7. *The Recognition Button.*—The recognition Button shall be of the form and shape illustrated on page 4 of this Constitution, and of such size as is determined by the Grand Council. It shall be made of gold, and purchased from the official jeweler.

191. SEC. 8. *The Grand Council Scholarship Key.*—The Grand Council Scholarship Key shall be of the form and shape illustrated on page 4 of this Constitution, and of such size as is determined by the Grand Council. It shall be made of solid gold and properly engraved with appropriate data concerning the member to whom it is awarded. The Grand Council shall award annually such gold Keys to the Kappa Psi *graduating* members who take *First Prize, First Honors,* or stand *Highest in Scholarship* in the *entire* graduating class at graduation. The expense of furnishing such Keys shall be borne by the Grand Treasury.

192. SEC. 9. *The Official Flag or Pennant.*—The Official Flag or Pennant shall be of the form and shape illustrated on page 4 of this Constitution. It shall be made in the official colors—Scarlet and Cadet Gray.

ARTICLE XXIII

THE OFFICIAL DIRECTORY

193. SEC. 1. *Its Publication and Contents.*—The Kappa Psi Fraternity shall publish after each National Convention of the Grand Council an official Directory to be known as "THE AGORA," which publication shall contain all the names and home addresses of all of the members of all the Chapters, up to the date of issue; the names of all Chapter Officers; the names and permanent adresses of all Grand Officers and Grand Committees; the names of all past Grand Officers and past Regents; the names of all members of the last National Convention of the Grand Council preceding publication; the meeting places, and any other matter that may appropriately occupy a place in the Directory to aid the publication in serving as a Hand-book of Kappa Psi information for the use of the members of the Fraternity.

194. An annual assessment of four (4) dollars shall be levied by each Collegiate Chapter and each Graduate Chapter, payable on or before February 1st of each year to help defray expenses of publication.

195. SEC. 2. *Time of Publication.*—On the first of July of each year succeeding the issue of THE AGORA, a supplement shall be issued giving the Directory of the Chapters (Collegiate membership only) and Graduate and Facultate initiations for the year closing; the officers' names and such necessary corrections and additions as will be deemed consistent and necessary to bring the volume up to date.

196. SEC. 3. The Agora and its supplements shall be esoteric publications issued to and for the use of the members of Kappa Psi Fraternity.

197. SEC. 4. *Editor and Revenue of The Agora.*—The Grand Secretary and Treasurer shall edit the publocation of The Agora at the initial expense of the Treasury of the Grand Chapter. All money received for the sale of the publication shall be paid into the Grand Treasury.

198. SEC. 5. *Price of The Agora.*—The issues of The Agora and its supplements shall be sold to members at prices dependent upon the cost of publication at the time the said issues are published.

ARTICLE XXIV

THE OFFICIAL JOURNAL

199. SEC. 1. *Its Publication and Contents.*—The Kappa Psi Fraternity shall publish a journal in the

interests of, and for the convenience and instruction of, the members of the Order, to be known as "The Kappa Psi Mask." The said journal shall be devoted to Chapter correspondence, and to the expression of such thoughts and exhibition of such matter as will redound to the progress and advancement of this Society and Pharmaceutical Science in all its branches.

200. SEC. 2. *The Editor of "The Mask."*—The publication of "The Mask of Kappa Psi" shall be under the editorship of the Grand Secretary and Treasurer. The Grand Secretary and Treasurer, as Editor-in-Chief, shall be responsible to the Grand Council for the publication of the journal at stated intervals, and the said Grand Officer shall control the policy and the matter published in its pages.

201. SEC. 3. *Sources of Revenue and Distribution.*—"The Mask" shall be published at the expense of the Grand Council, and any expense over and above the receipts from its advertising pages, and subscriptions, shall be derived from the funds in the treasury of the Grand Council. The Grand Secretary and Treasurer shall render an itemized statement of the receipts and disbursements at the National meetings of the Grand Council, which report shall be audited by a committee appointed for the purpose at the same meeting.

202. All members of the Fraternity shall pay a certain subscription fee for "The Mask of Kappa Psi," which fee shall be placed at the lowest possible figure compatible with the successful publication of the magazine. (See Art. XXIV, Sec. 4, below.)

203. Further, the Grand Secretary and Treasurer shall be required to keep on file all numbers of the magazine, for purposes of reference and future interest.

204. Collegiate Chapters shall keep on file a copy of each number of the magazine furnished and it shall have each complete volume suitably bound and preserved as the permanent property of the Chapter.

205. SEC. 4. *Mask Subscriptions.*—Every member of the Fraternity shall, by paying the sum of ten dollars ($10.00) as a subscription for THE MASK OF KAPPA PSI, become a subscriber for the same, and shall be entitled to all issues following the date of such payment for a period of ten consecutive years. The payment of ten dollars ($10.00) shall not include or be payment for indebtedness of a member for the publication. All privileges of subscription shall cease upon the expulsion or death of a subscriber. No subscription is transferrable to another name.

206. Beginning with college session 1938-39, every Chapter shall pay the sum of ten ($10.00) dollars to the Grand Secretary and Treasurer for every new initiate, immediately following his initiation, for his Subscription to the Mask of Kappa Psi. The initiate, in turn, will reimburse the Chapter for the $10.00 advanced for him by such plan as the individual Chapter may adopt.

207. (Note 11: There are a number of plans for reimbursing the Chapter. Thus, 35 cents per month, for the subscription of each new man, might be added to the monthly dues, which sum in four sessions will amount to the necessary $10.00. Or, the $10.00 may be added to the initiation fee, as already provided for by a number of Chapters. Or, the $10.00 might be reimbursed by having initiates pay $5.00 of it at initiation, or during the first year, and the second $5.00 at the beginning of the second year. Or, the initiate may reimburse the Chapter by paying $2.50 a year for four sessions. Or, $5.00 of the present initiation fee might be set aside for one-half of the life subscription and the remaining $5.00 collected by one of the above divided plan suggestions or some modification of one of them. In the cases of expelled members, etc., special action will be taken by the Grand Council for individual cases as they may arise.)

208. In cases of all initiates admitted previous to session 1921-22, each such member must pay the Grand Secretary and Treasurer the sum of $10.00 either in one payment or in four (4) annual, consecutive installments of $2.50 each. Since this rule for such initiates became effective January 1, 1917, every such member, in order to be in good standing with both his Chapter and the Grand Chapter, must have his installments paid to date. A break in the consecutive payments cancels the subscription and such a member must begin over again or pay the full $10.00 in one payment. All members are strongly urged to make the payment of $10.00 in full in order to eliminate as far as possible unnecessary bookkeeping and correspondence.

209. SEC. 5. *Endowments.*—Funds may be contributed by individuals, Chapters, or otherwise, to a special fund to be known as THE KAPPA PSI MASK FUND, which fund shall be under the control of the Grand Council, who shall be authorized to invest such funds at interest; all such investments to be subject to the appproval of the Executive Authorities of the Grand Council.

210. SEC. 6. *Interest Expendable.*—The interest and not the capital accruing from this fund shall be available for use to cover costs of publishing THE MASK, and shall be considered as revenue derived from the sale of the publication as provided for in Section 3 of this Article.

ARTICLE XXV

QUORUM

211. SEC. 1. Quorum for the meetings of the Grand Council shall be a majority (2/3) of its accredited membership. Quorum of Chapters are provided for by the Model By-Laws for Chapters.

ARTICLE XXVI

WHERE AND WHEN THE NATIONAL GRAND COUNCIL CONVENTIONS SHALL MEET AND HOW THE EXPENSES OF TRANSPORTATION AND ENTERTAINMENT SHALL BE BORNE; PROVINCE CONVENTIONS

212. SEC. 1. *Conventions.*—The Grand Council shall meet in *National Convention* every four (4) years, after Christmas Day and before the reopening of the colleges after the Christmas holidays. (See Art. III, Sec. 7, 8 for expenses of the Delegates.) (The place and dates of meeting shall be decided by the Grand Officers after consultation with the various Chapters, and announcement of the time and place of meeting shall be made, if possible, at least six (6) months in advance of the meeting.)

(Note 11 B: Informal meetings, luncheons, and dinners of the members of the Fraternity who are in attendance at the annual meetings of the American Pharmaceutical Association or of other national pharmaceutical organizations may be held under the direction of the Grand Council. At such meetings reports of Grand Officers and committees may be made, and suggestions, recommendations and resolutions only may be made to the Grand Council. The expenses of such meetings shall be paid by the members actually attending said events.)

213. On the evenly numbered years, beginning with 1932, Conventions shall meet as follows: In 1932 a NATIONAL GRAND COUNCIL CONVENTION, all delegates meeting in convention at one point, shall be held; and in 1934 PROVINCE CONVENTIONS may be held; National Grand Council Conventions and Province Conventions being held on alternate even years. Further, each Collegiate Chapter shall be entitled to two delegates, to *all* National and Province Conventions, the mileage of *one* delegate from each Collegiate Chapter in good standing to be paid as follows:

214. *In the case of National Grand Council Conventions* the total mileage of Collegiate delegates, as above provided for, shall be paid by the Collegiate Chapters by prorating it among these Chapters according to numerical strength.

(Note 12: To illustrate. Suppose the total mileage of Collegiate delegates attending a National Grand Council Convention amounted to

$1,000.00, and there was a total of 1,000 Collegiate members. Each Collegiate Chapter would be taxed $1.00 per member to meet the expense.)

215. *In the case of Province Conventions* the mileage of one delegate from each *Collegiate* Chapter in good standing shall be paid by prorating the total mileage of Collegiate delegates among the Collegiate Chapters in the Province according to numerical strength.

216. SEC. 2. *Expenses of Entertaining.*—The duty of providing suitable entertainment shall devolve upon a host Chapter, but the expense of entertaining the delegates shall be borne by prorating the total expenses of entertaining among those members, including delegates, visitors, etc., actually attending such entertainments; *Chapters, however, having the right, if they so desire, of meeting the entertainment expenses of their own delegates by a prorata Chapter assessment.*

217. The Entertainment Program, with statement of the cost per event per individual, shall be sbmitted well ahead of the meeting to the Grand Council for approval and acceptance.

ARTICLE XXVII

DIVISION OF THE FRATERNITY INTO PROVINCES

218. SEC. 7. The country is to be divided in sections to be known as Provinces, and authority is hereby given to the Chapters located within said Provinces and the affiliated Graduate membership (as defined in Art. III, Sec. 6 B) to hold Province conventions on alternate even years with the National Conventions of the Grand Council, the expense of such conventions to be borne by the membership within the Province. The place of meeting to be decided by a majority of the Collegiate and Affiliated Graduate Membership of the Province, and shall not necessarily be held in a city in which a Collegiate or Graduate Chapter may be located.

219. SEC. 2. *Election of Officers.*—The Province may at each Province convention elect Province Officers to serve until their successors shall have been elected.

220. SEC. 3. *Officers of Provinces.*—The Officers shall consist of a Satrap (Art. III, Sec. 6B), a Vice Satrap, a Secretary, a Treasurer, and an Historian, who shall be elected from the Affiliated Graduate or Facultate Membership.

221. SEC. 4. *Delegates to the Province Conventions.*—The accredited delegates to such Province Conven-

tions shall be: One (1) delegate for every ten (10) Collegiate members in all Collegiate Chapters; one (1) delegate for every fifteen (15) members in all Graduate Chapters and one (1) delegate at large for every twenty (20) Affiliated Graduate Members in said Province.

222. SEC. 5. *To Fix and Levy Assessments.*—Each Province shall be granted authority to fix and levy assessments, etc., for the necessary expenses incident to the special work of its own Province.

223. SEC. 6. *Duties of Satrap.*—The Satrap shall be responsible to the Grand Regent and act as his deputy in all matters of grievance or interpretation of the law of the Fraternity in his Province; his decisions may be appealed from to the Grand Regent, whose decision in all matters shall be final except as specified in the Constitution. He shall inspect the degree work of every Chapter in his Province and make regular reports of the condition of the Fraternity work in his Province to the Grand Regent.

224. SEC. 7. *Duties of the Vice Satrap.*—In the event of the inability of the Satrap from any cause whatever to perform the duties of his office, they shall be performed by the Vice Satrap of the Province.

225. SEC. 8. *Duties of the Province Secretary, Treasurer and Historian.*—The duties of these Province Officers shall be the usual duties assigned to such officers. The Secretary and the Treasurer may be provided, by election, with assistants.

226. SEC. 9. *Relations to Grand Council and Powers of Province Organizations.*—The relation of a Province to the Grand Council shall be like that of a State of the United States, having power to draft laws, etc., for its own regulation, yet subject to the laws, etc., of the Grand Council.

ARTICLE XXVIII

AMENDMENTS

227. SEC. 1. *Amendments Proposed in Session or in Adjournment of the Grand Council.*—Proposals to amend any part, or all, of this Constitution may be made either in session of the Grand Council or in adjournment of the same.

228. SEC. 2. *Overtures and Motions to Amend Made in Adjournment.*—In adjournment of the Grand Council, a motion to amend may be proposed by a Chapter (either Collegiate or Graduate) when the mo-

tion comes in the nature of an Overture; or by any individual member of the Fraternity, and in the latter case the proposal to amend presents only the weight of a Motion.

229. SEC. 3. *Committee Consideration of an Overture or Motion to Amend.*—An overture or motion to amend made in adjournment shall be submitted to the Legislative Committee of the Grand Council not less than two (2) months before the meeting of the latter body, and shall be submitted by the Committee, with recommendation, to the Grand Council at the next meeting of that body.

230. SEC. 4. *Motions and Recommendations, to Amend Made in Session.*—In session of the Grand Council, a proposal to amend may be made either by an individual member of the Council, in which case the proposal assumes only the weight of a motion to amend; or by the Legislative Committee, in the latter case the proposal assuming the proportions of a recommendation to amend.

231. SEC. 5. *Recommendations to Amend—Majority for Passage.*—Recommendation to amend (made by the Legislative Committee), any part of, or all, of this Constitution shall require for their passage a two-thirds (2/3) vote of the membership of the Grand Council concurring.

232. SEC. 6. *Motions to Amend—Majority for Passage.*—Motions to amend any part, or all, of this Constitution shall require for their passage a three-fourths (¾) vote of the membership of the Grand Council concurring.

233. (Note 13: While it does not seem safe to preclude the making of motions to amend without their having first been before a committee for consideration, yet it is desirable that such motions should be limited strictly so as to cover only the actual emergencies of legislation; and, hence, the passage of any motion to amend without committee consideration, while it is left possible, is made difficult, for obvious reasons.)

MODEL SET OF BY-LAWS

Adopted by the Grand Council, November 17, 1908, to be adopted by subordinate Chapters in preparing By-Laws for the Chapter. Revised January 1, 1938.

PREAMBLE

301. We, the Collegiate members of..... Chapter, realizing that the Constitution adopted by the Grand Council is too general for the government of an individual Chapter, de hereby adopt the following as the By-Laws of.....Chapter of Kappa Psi Pharmaceutical Fraternity:

ARTICLE I

TITLE AND MEMBERSHIP

302. This Chaper shall be known as..... Chapter, according to the Charter granted by the Grand Chapter, and all male members of..... are eligible to membership in this Chapter subject to the conditions stipulated in the Constitution and Charter.

ARTICLE II

OFFICERS

303. Its officers shall be a Regent, Vice Regent, Secretary, Treasurer, Historian, Chaplain, Grand Council Deputy, and such other officers who officiate at the initiation of members.

Note B1: An Assitant Secretary and an Assistant Treasurer may also be elected if needed. See Constitution, Art. VIII, Sec. 1, 6.

ARTICLE III

DUTIES OF OFFICERS

304. SEC. 1. *Duties of the Regent.*—See Constitution, Art. VIII, Sec. 2.

305. SEC. 2. *Duties of the Vice Regent.*—See Constitution, Art. VIII, Sec. 3.

306. SEC. 3. *Duties of the Secretary.*—See Constitution, Art. VIII, Sec. 4. (*See Constitution, Art. VIII, Sec. 6, for Duties of Assistant Secretary.*) He shall keep an accurate account of the proceedings of all meetings of the Chapter, as well as records of the transactions of all Committees which shall be transmitted to him. He shall incorporate in the records the data obtained by the preliminary to the Ritual of Initiation, and attend to all general correspondence of the Chapter which shall incidentally arise, or as he may be directed by the Chapter, its officers or standing Committees, unless such duties shall be otherwise assigned.

He shall also send reports on new members, (Membership Record Cards) according to the Ritual, to the Grand Secretaary nd Treasurer.

All correspondence received by him shall be filed for future reference.

307. SEC. 4. *Duties of the Treasurer.*—See Constitution, Art. VIII, Sec. 5. (*See Constitution, Art. VIII, Sec. 6, for Duties of Assistant Secretary.*) He shall keep an accurate account of all money received, recording the date and amount of every payment by a member or other person and give a recipt for the same. He shall receive all money for the Grand Chapter and keep separate accounts of the same in books provided for that purpose.

308. He shall notify members when they are in arrears to the amount of one month's dues. If a member's dues for a month are not paid on or before the first stated meeting in the next month, or a member stands suspended for the non-payment of dues, he shall notify the Regent of the fact in writing. He shall at the time of election for officers furnish the Regent with a list of members not in good standing and not entitled to vote.

309. He shall keep an accurate account of all money paid out, preserving all receipts for same. He shall give a statement of his accounts, showing in detail receipts and disbursements which shall be verified by his affidavit that the same is in all respects true, at the first meeting of each month.

310. Upon his expiration, resignation or removal from office, he shall forthwith make and file with the Secretary a similar statement. He shall, furthermore, on that occasion turn over the funds in his possession to his successor, elected or appointed in office.

311. SEC. 5. *Duties of the Historian.*—See Constitution, Art. VIII, Sec. 7.

312. SEC. 6. *Duties of the Chaplain.*—See Constitution, Art. VIII, Sec. 8.

313. SEC. 7. *Duties of the Grand Council Deputy.*—See Constitution, Art. VIII, Sec. 9.

314. SEC. 8. *Qualification, Nomination, Election and Resignation of Chapter Officers and Filling of Vacancies.*

315. A. *Qualifications of All Officers.*—All officers shall be members in good standing. No member shall be elected to or installed into office who is indebted to the Chapter, nor shall any officer who has been installed retain his office if he shall become in arrears for dues or suspended.

316. Members who are in arrears for dues or indebted to the Chapter may discharge the same before or at election, and thereby render themselves eligible to vote or be voted for, if otherwise qualified.

317. B. *Promotions.*—A member holding an office may be elected to a higher office at an election to fill a vacancy.

318. C. *Chosen by Ballot.*—All officers shall be chosen by ballot, except where there is but one candidate nominated for an office, when the Regent may declare the candidate elected by consent.

319. D. *Majority to Elect.*—A majority, two-thirds (2/3) of the valid votes cast shall be required to elect. In case no candidate receives a majority of the ballots cast, the balloting shall continue till one of them receives a majority. The candidate receiving the least number of votes shall be withdrawn at each unsuccessful ballot.

320. E. *Candidate Must Be Nominated.*—No vote shall be regarded as part of the poll unless it be for a previously nominated candidate.

321. F. *Nominations and Ballot.*—The nomination of officers shall take place at the stated meeting in which the annual election is held. Nominations shall be made at the.....stated meeting in .....

322. G. *Order of Procedure.*—The nominations for Regent shall be first, in order, closed, balloting, and election; next for Vice Regent; next for Secretary, and so on in the same manner until all are nominated and elected.

323. H. *Judge and Tellers.*—When an election is held to fill an office or offices of the Chapter, the presiding officer shall act as judge, and he shall appoint two (2) members to act as tellers.

324. I. *Duties of Tellers.*—They shall assist in conducting the election in a just and impartial manner. They shall keep a register of all votes polled, and announce the number cast for each candidate.

325. J. *Illegal Ballots.*—(1) Should it appear that there have been more votes cast than there are legally qualified voters present, the presiding officer shall declare the ballot illegal and void, and direct another ballot to be taken immediately. Each member voting shall then hand his ballot to the tellers, give his name, and the tellers shall deposit the ballot in the poll.

(2) Unless the right of a member to vote at an election, who is not entitled to vote, is questioned and decided before his ballot is cast, the election is valid.

326. K. *Installation.*—(1) The officers legally elect-

ed shall, if qualified, be installed at the first stated meeting following their election. If they are not installed at the first stated meeting, the installation will go over to the next stated or special meeting as unfinished business.

(2) Objections to the installation of officers-elect must be made to each officer specifically, and must be considered and decided by the Chapter before installation. If the objection is not sustained, the officer-elect should be installed. If it is sustained the Regent shall declare the election for that office void and order a new election, which may be had at the same or a subsequent stated meeting, as the Chapter may determine. One to whom objection is made shall not vote in his own case.

(3) The installing officer shall, unlesss objection is made, in open Chapter, or in writing, install all officers who are personally presented to him as legally elected, as in good standing, and who have given the required pledge.

(4) No officer shall enter upon the duties of his office until he has been duly installed.

(5) If it is discovered that a member elected to an office was ineligible at the time of election, and that the ineligibility has not been cured, the election must be declared void and a new election held.

327. L. *Failure to Present for Installation.*—If a member who has been duly elected to an office fails to present himself for installation (unless prevented by sickness or some unavoidable occurrence), the office to which he was elected may be declared vacant by the installing officer, and another election ordered forthwith to fill the vacancy.

328. (Note B2: A Secretary-elect was prevented by sickness from attending installation and sent a communication to that effect, and his resignation, which the Chapter laid on the table. Held, that the installing officer having knowledge of the facts could not legally declare the office vacant.)

329. M. *Vacancies.*—(1) When a vacancy is to be filled, the nominating, election and installation may occur at the same meeting.

(2) Vacancies occurring by reason of death, resignation, or otherwise, shall be filled in the manner of the original selection for the remainder of the term.

(3) The officer elected to fill the unexpired term, and serving until the end of the term shall be entitled to the full honors of the term.

(4) A resignation must be accepted by the Chapter before an office becomes vacant.

(5) When a member becomes suspended, any office held by him becomes vacant at the date of his suspen-

sion, and at the next stated meeting thereafter the presiding officer shall declare the office vacant and the Chapter shall fill the vacancy by election.

330. N. *Temporary Vacancies.*—(1) In case of the inability of an officer to perform the duties of his office, the Regent may designate a member in good standing to perform such duties during the period of inability; and in case of an officer's death, the Regent may make a like designation to be operative until the election shall be held, and the officer elected and qualified, and if the office is that of Secretary or Treasurer, etc., may require such member to give a like bond to that furnished by the one whose place he thus fills, and also require the Auditing Committee to examine and audit the books and accounts of the office when the member so designated assumes and when he is relieved from the duties of the office.

(2) An officer unable, as aforesaid, to perform the duties of his office, is authorized, upon direction of the Regent, to deliver the books of his office and the money and property held by him therein to the member designated and qualified, as above provided, for the duties. The said member designated and qualified is also authorized to receive the books, etc., held by the officer whose duties he is designated to perform for the use and disposition aforesaid.

331. SEC. 8. *Removal of Officers by Chapter.*—

332. (A) *Cause for Removal.*—Any officer may be removed for inattention to the duties of his office by vote of the Chapter, without trial, provided he shall have been notified in writing by the Secretary of his proposed removal at least five days previous thereto, and of the cause thereof.

333. (B) *Officers Under Charge.*—Every officer against whom charges are preferred shall have a fair and impartial trial, in accordance with the laws, rules and regulations of the Fraternity, but he shall officiate until the charges have been settled, unless otherwise ordered by the Chapter.

ARTICLE IV

DELEGATES OR REPRESENTATIVES TO CONVENTIONS

324. SEC. 1. *Election of Delegates or Representatives and Alternates.*—The Chapter shall, not later than the last stated meeting of the month preceding the National and Province Conventions, elect the Delegates or Representatives (See Constitution, Art. III, Secs. 2, 3, 4, 7, 8, 9 and Art. XXVI, Secs. 1, 2) and Alternates who shall perform the duties of the Representatives in case of death, resignation or inability to attend. A

member may be a representative and hold some other Chapter office at the same time.

335. SEC. 2. *Qualifications and Expenses.*—No member shall be eligible for election either as a Delegate or Alternate except the Regent or one who has been a member of the Chapter at least.....months prior to the election.

335 B. *Expenses.*—See paragraphs 25 and 213-217 of the Constitution,

336. SEC. 3. *Inability to Attend.*—(A) If a Delegate is unable to attend the meeting of the Grand Council, he shall immediately cause notice of such inability to be given to the Alternate, who, if he is unable to attend, shall cause notice of the fact to be given to the Regent.

(B) If both the Delegate and Alternate are unable to attend, the Regent may appoint a qualified member of the Chapter to serve.

(C) If both the Delegate and Alternate resign and a stated meeting occur before the Grand Council Convention, the Chapter may fill the vacancies by election.

(D) If for any reason, in the opinion of the Chapter, it is not advisable or possible to send any Collegiate members as Delegates, the proxy of the Chapter may be conferred upon the Representatives of another Chapter or upon Graduate or Facultate members of..... Chapter. Such proxies must be provided with written credentials signed by the Regent and the Secretary. (See Constitution, Art. III, Sec. 9.)

ARTICLE V

STANDING COMMITTEES AND HOUSE FUND

337. SEC. 1. *Names of Committees.*—Judiciary Committee, the Interfraternity Committee, the Committee on Elections, the Finance Committee, the Auditing Committee, the Chapter House Committee, the Chapter Meeting Program Committee, the Entertainment Committee, and the Scholarsip Committee. (See Constitution, Art. XI.)

338. SEC. 2. *Judiciary Committee.*—See Constitution, Art. XI, Sec. 1, 2.

339. SEC. 3. *Interfraternity Committee.*—See Constitution, Art. XI, Sec. 1, 3.

340. SEC. 4. *Committee on Elections.*—See Constitution, Art. XI, Sec. 1, 4; also Art. IV, Sec. 2, 3, 4, 5, 7.

341. SEC. 5. *Finance Committee.*—See Constitution, Art. XI, Sec. 5.

342. SEC. 6. *Auditing Committee.*—See Constitution, Art. XI, Sec. 6.

343. SEC. 7. *Chapter House Committee.*—See Constitution, Art. XI, Sec. 7.

344. SEC. 2. *Chapter House Fund.*—The following shall be the plan of this Chapter for purchasing or building a Chapter House: .....

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345. SEC. 8. *Chapter Meeting Program Committee.*—See Constitution, Art. XI, Sec. 8.

346. SEC. 9. *Entertainment Committee.*—See Constitution, Art. XI, Sec. 9.

346 B. SEC. 10. *Scholarship Committee.*—See Constitution, Art. IX, Sec. 10.

347. SEC. 11. *Chairman of Committees.*—The Chairman of each Committee shall keep a record of the official acts of the Committee during the recess of the Chapter.

ARTICLE VI

SUSPENSION AND EXPULSION OF MEMBERS

348. SEC. 1. *Preferring False Charges.*—If a member of the Fraternity shall make to this Chapter, or its Regent, a complaint against a member of this or any other Chapter, that shall prove to be unfounded, or false and malicious, the Regent shall disclose the name of the informant to the Chapter on demand of a majority (2/3) of the members present, that he may be fined, suspended or expelled after trial. See Constitution, Art. XIV, Sec. 1 to 20.

349. SEC. 2. *Improper Use of the Name of the Order, Etc.*—A member who shall use the name Kappa Psi or the emblem, etc., improperly, or who shall use his privilege of membership or office to further his own personal interest to the detriment of the Chapter or Fraternity at large, shall be guilty of misdemeanor and liable to expulsion from the Fraternity.

ARTICLE VII

MEETINGS

350. SEC. 1. *Stated Meetings.*—(1) The stated meetings of the Chapter shall be held on the day and hour and at the place fixed by resolution of the Chapter to-wit:

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(Note B3: Chapter meetings shall be held weekly, *if possible and practical;* however, in no event (exclusive of holiday and vacation periods) shall the interval between regular meetings be longer than two weeks.)

(2) When such meeting shall occur on a holiday, then it may be held within a period of seven days next preceding or next succeeding the holiday as the Chapter shall by resolution or special vote previously determine.

(3) If a change is made either in the time or place of holding a stated meeting or meetings, the Secretary shall forthwith mail a notice thereof to the Grand Secretary and Treasurer and to the members of the Chapter.

(4) Every stated meeting must be one continuous session, and opened and closed in prescribed Ritualistic form. A stated meeting cannot be adjourned nor can a recess be taken to a future specified date.

351. SEC. 2. *Special Meetings.*—(1) Special meetings may be called by the Regent, as the Chapter may direct, and shall be called by the Regent upon the written request of the Grand Council Deputy or of five members.

(2) No business other than that named in the call shall be transacted at a special meeting.

(3) Business required by law to be done at a regular stated meeting shall not be done at a special meeting; nor shall the Chapter at a stated meeting legalize anything illegally done at a special meeting. Provided, however, that whenever the Chapter has by reason of small membership, become weak and inactive, and its existence is thereby endangered, or for reasons of expediency, the Regent may authorize the receipt of nominations and elections to membership at a special meeting which may be called and notice thereof given by himself or some other person therefor by him designated. (See Constitution, Art. IV, Sec. 7.)

352. SEC. 3. *Notice of Special Meetings.*—All members of the Chapter shall be notified by the Secretary personally or by notice duly posted on the Chapter Bulletin Board or mailed to each member, at last one day preceding each meeting, unless otherwise prescribed by the Chapter, of the time, place and object of a special meeting.

353. SEC. 4. *Opening and Quorum.*—The Chapter shall be opened at the time prescribed (.....) for that year (19.....-19.....), if one-third (1/3) of its members in good standing are present. Not less than that number shall constitute a quorum for the transaction of the general business of the Chapter; except in the event less than that number return to college, under which circumstances permission may be granted by the Grand Regent to such members to function as a nucleus for maintaining and increasing the activities and membership of the Chapter.

354. SEC. 5. *If Regent Is Absent Who Presides.*—In the absence of the Regent, and Vice Regent, the senior Past Regent present shall take the chair. If no Past Regent is present, any member who is in good standing may be chosen to preside by a majority (2/3) of the members present.

If another member than the officer designated by request and unanimouas acquiescence and without objection, occupies the Regent's station, the business transacted under such occupancy is legal.

355. SEC. 6. *Scientific Programs.*—The Chapter shall, through its Chapter Meeting Program Committee (see Constitution, Art. XI, Sec. 8) arrange for, at a Chapter meeting, at least once in every two months of the college session, the reading of papers, lectures, discussions or talks, by members or non-members, on topics of scientific interest or value.

ARTICLE VIII

VOTING

356. SEC. 1. The voting on names for membership and for the election of officers shall be by secret ballot. (See Constitution, Art. IV, Sec. 8.)

357. SEC. 2. Any Collegiate member of the Chapter in good standing is entitled to vote on any matter referred to the decision of the Chapter.

358. SEC. 3. Any member of the Fraternity other than a Colleigate member of this Chapter may likewise have the privilege of debate in a meeting, but not of a vote.

359. SEC. 4. Any member holding a proxy for an absent member *must* present a written proxy, signed by two witnesses and giving date of meeting for which proxy is held, before being permitted to vote for said absent member.

ARTICLE IX

DUES, ASSESSMENTS, FINES AND INITIATION FEES

360. SEC. 1. The regular dues or assessments shall be $..... per month, including the Grand Chapter Per Capita Tax of 50 cents per month (See Constitution, Art. XIX), said dues payable to the Treasurer of the Chapter not later than.....of each

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361. SEC. 2. Special assessments may be imposed at any time by a majority (2/3) vote of the members present.

362. SEC. 3. *When in Arrears.*—Any member who shall not have paid his dues to the Chapter on or before the first regular meeting of the month (See Art. III, Sec. 4) or shall be indebted to his Chapter for dues

or assessments advanced for him as a loan, whether such indebtedness be in written form or otherwise, shall be deemed in arrears, and shall not be entitled to vote, hold office, receive benefits or have a voice on the floor of the Chapter.

363. SEC. 4. *How Suspended.*—(1) If a member's dues for a month are not paid on or before the first regular meeting in the next month, the fact that such member is in arrears shall be announced by the Treasurer in open Chapter at said meeting. If the Treasurer fails to make such announcement at the first meeting he shall make the announcement at the next or subsequent stated meeting.

(2) If the dues are not paid on or before the next stated meeting after such announcement, the Treasurer shall report the fact to the Regent, who shall declare such members suspended on and after said date from all benefits and privileges of the Order.

364. SEC. 5. *Arrears for Fines.*—Any member who shall not have paid, at or before the next stated meeting of the Chapter, any fine legally charged against him by the Chapter or by authority thereof, shall be deemed in arrears for fines and shall not be entitled to vote, hold office or receive benefits.

365. SEC. 6. *May Fine Officers.*—The Chapter may impose fines upon officers for wilful non-attendance at stated meetings. Officers refusing or neglecting to pay within the times prescribed, such fines may, by vote of the Chapter, after due notice to the delinquent, be punished as prescribed in Art. III, Sec. 7 A, and Art. IX, Sec. 3 to 5.

366. SEC. 7. *Fines for Absence.*—Any member absent from regular and special meetings of the Chapter shall be fined by the Regent $.....for each such absence.

367. SEC. 8. *Excuses for Absence.*—The Regent of the Chapter may excuse such absences for the following reasons only: (1) Sickness; (2) Absence from the city on business; (3) Business Employment. No fines shall be collected for excused absences.

368. SEC. 9. *Initiation Fees.*—The Initiation Fee for Collegiate members shall be $..... (See Note B4, Par. 369), which shall include the Grand Council Membership Fee of $2.00 and the subscription to THE MASK ($10.00), and must be paid.....

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369. (Note B4: Chapters must here make provision for (a) including in the Initiation Fee the Membership Fee (See Constitution, Art. V, Secs. 55 to 57; Art. XIII, Sec. 5) of $2.00; (b) collecting the subscription to the Mask (See Constitution, Art. XXIV, Secs. 2 to 4.)

370. The Facultate Initiation Fee shall be $.....

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(*See Constitution, Art. V. Secs.* 55 *to* 57.)

371. The Graduate Initiation Fee (*See Constitution, Art. IV, Sec.* 2), shall be $.....

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(*See Constitution, Art. V, Secs.* 55 *to* 57.)

ARTICLE X

ORDER OF BUSINESS

372. (1) Opening Ceremony. (2) Reading Roll of Officers, etc. (Reports of Absentees). (3) Reading minutes of preceding meeting or meetings. (4) Reading of Communications and Bills. (5) Reports of Officers. (6) Reports of Standing Committees. (7) Reports of Special Committees. (8) Unfinished Business. (9) New Business. (10) Nominations for Membership. (11) Balloting upon Candidates. (12) Initiation of New Members. Occasional Order of Business; (a) Welcoming visiting members; (b) Nomination, election and installation of officers; (c) Demonstration of secret work. (13) Good and Welfare Discussion, etc. (14) Closing Service and announcement by the Regent of the next stated (and special) meeting.

ARTICLE XI

SECRECY

373. SEC. 1. The proceedings, rites and ceremonies of the Fraternity and Chapter shall be kept secret, as shall be all matters pertaining to the management, financial or otherwise of the Chapter.

374. SEC. 2. The general object and scope of the Fraternity may be made known, also the names of the Chapter and of its officers and members, excepting the names of the officers of the Ritual, which must under no circumstances be published.

ARTICLE XII

THE RITUAL OF INITIATION

375. SEC. 1. The Ritual of Initiation shall be regarded as a part of this By-Law and the Chapter initiation shall be conducted with decorum and solemnity therewith.

376. SEC. 2. The Ceremony of Initiation shall be performed or rehearsed at least once in each collegiate month by the Chapter in session.

377. SEC. 3. The officers herein mentioned shall perform the duties prescribed by the Ritual in addition to those already mentioned: A., O., P. A., D., Od., First and Second P.

ARTICLE XIII

CHAPTER RECORDS

378. SEC. 1. *Chapter Records.*—All Chapter records shall be kept on the official books, forms, etc., prescribed and published by the Grand Council.

379. SEC. 2. *A Motion to Expunge Records.*—A motion to expunge from the records a correctly recorded vote or proceeding of the Chapter shall not be entertained or acted upon.

ARTICLE XIV

OFFICIAL SEAL AND STAMP

380. The Chapter may procure and adopt an official seal which shall not be of a design closely imitating the Grand Seal. An impression of the seal shall be deposited with the Grand Secretary and Treasurer. No document or paper issued by the authority of the Chapters adopting a seal shall be official unless an impression of its seal is affixed thereto.

ARTICLE XV

SCHOLARSHIP, SOCIAL, AND FRATERNAL FEATURES

381. SEC. 1. *Scholarship Award.*—The Chapter may award annually a gold medal (etc.), (to cost not more than $.....and to be paid for out of the Chapter treasury), as follows: .....

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382. SEC. 2. *Auxiliaries.*—As a means of promoting the social and fraternal features of the Fraternity, members may organize auxiliary societies of ladies, hospital associations, scientific sections, etc.

383. SEC. 3. *Entertainments.*—The use of intoxicating liquors at an entertainment by the Chapter or the serving thereof in the Chapter House, chamber, or in a room or place in which or near which an entertainment is held, or their use in any way by which the Chapter derives revenue therefrom, is prohibited.

384. No program at any entertainment shall contain anything or include any performance of an immoral or immodest character or suggestion.

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385. The employment of professional pugilists for the entertainment of members in the Chapter House, chamber, or in any place where members attend as a body of Kappa Psi men, is prohibited.

ARTICLE XVI

Other Rules

386. Cushing's Manual or Roberts' Rules of Order shall govern the parliamentary practices and all sessions and actions of the Chapter when it does not conflict with any established laws or rules of the Fraternity or Chapter.

ARTICLE XVII

Amendments

387. Sec. 1. By-Laws may be made and from time to time altered or amended by the Chapter, by a two-thirds vote of the members present.

388. (Note B5: The necessary By-Laws should cover in briefest language only those particulars in regard to which the Laws of the Order cannot make general provisions, as the time for stated meetings, fees, dues, etc.)

389. Sec. 2. All By-Laws and alterations thereof must be proposed in writing, signed by two members of the Chapter, read at a stated meeting, entered upon the records, laid over and read at another stated meeting before being finally acted upon.

390. Sec. 3. If an amendment is made to a proposed amendment, the amendment as amended must be laid over until the next stated meeting before the adoption, when such amendment and its amendment shall be finally acted upon without further amendment.

391. Sec. 4. A By-Law or alteration thereof must not contravene or conflict with the Constitution and ruling of the Grand or this subordinate Chapter, nor unnecessarily repeat any portion of the same.

392. No provision shall be made either by By-Laws or resolution or vote, for the temporary suspension of a By-Law, nor for the nullification of the provisions of any law, rule or regulation adopted by the Grand Council. No fines shall be imposed unless specifically authorized by the laws of the Grand Council.

393. No By-Law shall provide for a special assessment to be levied for the general fund or to meet the legal obligations of the Chapter.

394. Sec. 5. All By-Laws and alterations thereof must, after adoption by the Chapter, be submitted to the Grand Chapter and its Legislative Committee for approval, as provided in the Constitution, and shall take effect from the date of such approval.

CONSTITUTION AND BY-LAWS OF THE PROVINCES

PREAMBLE

400. In order to further the objects and purposes of the Kappa Psi Pharmaceutical Fraternity by the establishment of closer and more intimate bonds of inter-chapter work, the formation of the*..... Province has been undertaken.

CONSTITUTION

401. The Constitution of the*..... Province of the Kappa Psi Pharmaceutical Fraternity shall be the regularly accepted Constitution of the Kappa Psi Pharmaceutical Fraternity.

BY-LAWS

Article I—Title—

402. The title of this organization shall be known as the *.....Province of the Kappa Psi Pharmaceutical Fraternity.

Article II—Membership—(See Constitution, Art. XXVII, Sec. 1)—

403. The membership of the *..... Province shall consist of the regularly organized Collegiate and Graduate Chapters and Affiliated Graduate members of Kappa Psi Pharmaceutical Fraternity in the following States: (See The Mask Directory for geographical division of Chapters into Provinces):

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Article III—Officers, Duties, Etc.—

404. Section A. *Officers.*—The officers of the * .....Province shall consist of: 1. Satrap; 2. Vice Satrap; 3. Secretary†; 4. Treasurer†; and 5. Historian. (See Constitution, Art. XXVII, Sec. 3.)

405. Section B. *Duties.*— (See Constitution, Art. XXVII, Secs. 6, 7, 8.) The duties of the officers of the Province shall be to administer the affairs of the Province in their respective capacities comparable to the

*Insert name of Province.

†Assistants may be provided for.

functioning of officers of the Grand Council as laid down in the Constitution of the Kappa Psi Pharmaceutical Fraternity (Article VII).

406. Section C. *Qualifications.*—(See Constitution, Art. XXVII, Sec. 3.) All officers shall be Graduate or Facultate members in good standing of the Province.

407. Section D. *Election of Officers.*—(See Constitution, Art. XXVII, Sec. 2). All officers shall be chosen by ballots of Delegates at the convened Province Conventions. A majority (2/3) of the ballots cast shall constitute election to office.

408. Section E. *Causes for Removal.*—An officer may be removed for inattention to the duties of his office by a vote of the Province, and a complete report of such proceedings be filed with the Grand Council.

Article IV—Representation in the Province Conventions—

409. Section A. *Delegates.*—Delegates shall be elected to represent the individual Chapters and the Affiliated Graduate membership and form the Province Conventions.

410. Section B. *Number of Delegates.*—(See Constitution, Art. XXVII, Sec. 4.)

411. Section C. *Notice of Election.*—Delegates must be elected and notice of their election filed with the Secretary of the Province not later than one month prior to the Province Convention.

412. Section D. *Proxies.*—If for any reason in the opinion of a Chapter it is not advisable or possible to send representation in a Province Convention, this function may be vested upon any attending member or members in good standing. It is hereby required that authority for such proxy be secured and presented in writing. (See Constitution, Art. III, Sec. 9.)

Article V.—Meetings (Conventions)—

413. Section A. *Stated Meetings.*—Stated Conventions may be held on even alternate years with the National Grand Council Conventions. (See Constitution, Art. XXVII, Sec. 1.)

414. Section B. *Time and Place for Meetings.*—The time and place of meeting shall be decided by a majority (2/3) of the membership of the Province. (See Constitution, Art. XXVII, Sec. 1.)

415. Section C. *Quorum.*—A quorum at meetings shall consist of representation from not less than two (2) Chapters, exclusive of proxies.

ARTICLE VI—STANDING COMMITTEES—

416. Section A. *Committees.*—These shall consist of (a) Executive Committee; (b) Legislative Committee; (c) Extension Committee; (d) Nominating Committee; (e) Entertainment and Publicity Committee; (f) Auditing Committee; (g) Scholarship Committee.

417. Section B. *Appointment of Committees.*—Each Committee shall be composed of three (3) members from the Province, appointed by the Satrap, except the Executive Committee which shall be composed of the officers of the Province.

418. Section C. *Duties.*—The duties of these Committees shall be such as are comparable to the functioning of similar Committees of the Grand Council and the Chapters. (See Constitution, Art. X, Secs. 3, 6(b), 7, 8, 11; Art. XI, Secs. 6, 9.)

ARTICLE VII—FINANCES—

419. Province expenses shall be paid by assessing each component Chapter of the Province according to the numerical strength of the Chapter. (See Constitution, Art. XXVII, Sec. 5.)

ARTICLE VIII—ORDER OF BUSINESS—

420. The order of business shall be the same as described in Art. X of the Model Set of By-Laws in the Constitution of the Kappa Psi Pharmaceutical Fraternity.

ARTICLE IX—AMENDMENTS—

421. These shall be controlled according to the provision of Art. XVII of the Model Set of By-Laws in the Constitution of Kappa Psi Pharmaceutical Fraternity.

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RULES OF PARLIAMENTARY PROCEDURE

Condensed Rules Applicable to Reference on Opposite Page.

Trace each motion to its respective references on the next page, and you master at a glance the intricacies of parliamentary usages comprising some three hundred points of order.

Motion to adjourn	1	a	*	B	*a*	II	x
Motion to determine time to which to adjourn	2	a	†	A	*a*	II	x
Motion to amend	3	a	†	A	*a*	II	x
Motion to amend an amendment	3	a	*	A	*a*	II	x
Motion to amend the rules	3	a	†	A	*b*	II	x
Motion to appeal from Speaker's decision *in re* indecorum	1	a	†	A	*a*	II	y
Motion to appeal from Speaker's decision generally	3	a	*	A	*a*	II	y
Call to order	1	a	*	A	*a*	III	y
Motion to close debate on question	1	a	†	A	*b*	II	x
Motion to commit	3	b	†	A	*b*	II	x
Motion to extend limits of debate on question	1	a	†	A	*a*	II	x
Leave to continue speaking after indecorum	1	a	*	A	*a*	II	x
Motion that ....do lie on the table	1	a	*	C	*a*	II	x
Motion to limit debate on question	1	a	†	A	*b*	II	x
Objection to consideration of question	1	a	*	A	*b*	III	y
Motion for the orders of the day	1	a	*	A	*a*	III	y
Motion to postpone to a definite time	4	a	†	A	*a*	II	x
Motion to postpone indefinitely	3	b	*	A	*a*	II	x
Motion for previous question	1	a	*	A	*b*	II	x
Questions touching priority of business	1	a	†	A	*a*	II	x
Questions of privilege	3	a	†	A	*a*	II	x
Reading papers	1	a	*	A	*a*	II	x
Motion to reconsider debatable question	3	b	*	B	*a*	II	x
Motion to reconsider an undebatable question	1	a	*	B	*a*	II	x
Motion to refer a question	3	b	†	B	*a*	II	x
Motion that committee do not rise	1	a	*	B	*a*	II	x
Question whether subject shall be discussed	1	a	*	A	*b*	III	y
Motion to make subject a special order	3	a	†	A	*b*	II	x
To substitute in the nature of an amendment	3	a	†	A	*a*	II	x
Motion to suspend the rules	3	a	†	B	*a*	II	x
Motion to take from the table	1	a	†	B	*a*	II	x
To take up question out of its proper order	1	a	*	A	*b*	II	x
Motion to withdraw a motion	1	a	*	A	*b*	II	x
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Forms in which questions may be put	13	14	15	16	17	18	19

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1. Questions undebatable; sometimes remarks tacitly allowed.

2. Undebatable if another question is before the assembly.

3. Debatable question.

4. Limited debate only on propriety of postponement.

a. Does not allow reference to main question.

b. Opens the main question to debate.

*. Cannot be amended.

†. May be amended.

A. Can be reconsidered.

B. Cannot be reconsidered.

C. Affirmative vote on this question cannot be reconsidered.

a. Simple majority suffices to determine the question.

b. Requires two-thirds vote unless special rules have been enacted.

II. Motion must be seconded.

III. Does not require to be seconded.

x. Not in order when another has the floor.

y. Always in order, though another may have floor.

z. May be moved and entered on record, when another has floor, but the business then before the assembly may not be put aside. Motion must be made by one who voted with prevailing side, and on same day the original vote was taken.

5. Fixing the time to which an adjournment may be made; ranks first.

6. To adjourn without limitation; second.

7. Motion for the Orders of the Day; third.

8. Motion that.....do lie on the table; fourth.

9. Motion for the previous question; fifth.

10. Motion to postpone definitely; sixth.

12. Motion to commit; seventh.

13. Motion to amend; eighth.

14. Motion to postpone indefinitely; ninth.

15. On motion to strike out words "Shall the words stand part of the motion?" Unless a majority sustains the words they are struck out.

16. On motion for previous question the form to be observed is, "Shall the main question be now put?" This, if carried, ends debate.

17. On an appeal from the Chair's decision, "Shall the decision be sustained as the ruling of the house?" The Chair is generally sustained.

18. On motion for Orders of the Day, "Will the house now proceed to the Orders of the Day?" This, if carried, supersedes intervening motions.

19. When an objection is raised to considering question, "Shall the question be considered?" Objection may be made by any member before debate has commenced, but not subsequently.

CONSTITUTION AND MODEL BY-LAWS

OF THE

KAPPA PSI PHARMACEUTICAL FRATERNITY

(Incorporated under the Laws of the State of Delaware)

OF THE

UNITED STATES OF AMERICA AND CANADA

Each Chapter Shall Provide Each Initiate With A Copy Of The Constitution Immediately Following His Initiation

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